



## **HEALTH AND SAFETY SPECIFICATION**

### **SOURCING A SERVICE PROVIDER FOR CANTEEN SERVICES** **AT DBSA CANTEEN OVER 5 YEARS PERIOD**

#### **DETAILS**

#### **SUPERVISION BY THE CLIENT**

**DBSA – DEVELOPMENT BANK OF SOUTHERN AFRICA**

#### **SUPERVISION BY THE PRINCIPAL CONTRACTOR**

**TBA**



## TABLE OF CONTENTS

|                                                              |          |
|--------------------------------------------------------------|----------|
| <b>Health and Safety Specification .....</b>                 | <b>3</b> |
| 1. Purpose.....                                              | 3        |
| 2. Scope of Application.....                                 | 3        |
| 3. Legislative and Regulatory Framework .....                | 3        |
| 4. Health and Safety Requirements for Service Provider ..... | 5        |
| 5. Risk Management.....                                      | 5        |
| 6. Training Requirements.....                                | 6        |
| 7. Monitoring, Reporting and Compliance.....                 | 6        |
| 8. Client Responsibilities.....                              | 6        |
| 9. Conclusion.....                                           | 6        |



## **Health and Safety Specification**

Project: Provision of Canteen & Catering Services for ±800 employees, contractors, students, freelancers, and visitors

### **1. Purpose**

The purpose of this Health and Safety Specification is to define the minimum health, safety, and regulatory requirements applicable to the provision of canteen and catering services at the client's premises. The aim is to ensure compliance with South African legislation, protection of employees, contractors, and visitors, and the safe preparation, handling, and service of food.

### **2. Scope of Application**

This specification applies to all catering, food preparation, storage, handling, service, cleaning, and waste management activities conducted on-site. It covers food handling, canteen operations, equipment use, waste management, occupational health, hygiene, emergency preparedness, and compliance with legislation and by-laws.

### **3. Legislative and Regulatory Framework**

The service provider shall comply with, but not be limited to, the following legislation, regulations, and standards:

Occupational Health and Safety Legislation:

- Occupational Health and Safety Act, 85 of 1993 (OHSA)
- General Safety Regulations, 1986
- General Machinery Regulations, 1988
- Environmental Regulations for Workplaces, 1987
- Hazardous Chemical Agents Regulations, 2021
- Facilities Regulations, 2004
- Driven Machinery Regulations, 2015



**Food Safety and Health Legislation:**

- Food Handlers Regulations, Abattoir Regulations and the Occupational Health and Safety Act 85 of 1993.
- Foodstuffs, Cosmetics and Disinfectants Act 54 of 1972.
- National Health Act, 2003 (Act 61 of 2003)
- Agricultural Products Standards Act 119 of 1990
- Meat Safety Act 40 of 2000 (Dept of Agriculture)
- The International Health Regulations Act 28 of 197
- Regulations Governing General Hygiene Requirements for Food Premises, the Transport of Food and Related Matters (R638 of 2018)
- Regulations Relating to the Labelling and Advertising of Foodstuffs (R146 of 2010)
- Business & Consumer Laws \_Consumer Protection Act 68 of 2008: Ensures safe, quality food to customers

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**Local Authority By-Laws:**

- Trading licenses and health permits
- Waste management and environmental health by-laws
- Environmental / Waste \_National Environmental Management: Waste Act 59 of 2008
- Fire and emergency by-laws

**Other Applicable Standards & Guidelines:**

- All applicable SABS
- SANS 10049: Food Hygiene Management
- SANS 10330: HACCP system requirements
- SANS 22000 (food safety systems)
- Department of Labour and Department of Health Guidelines
- Medical Professions Health Council requirements
- SASHON standards for health and nutrition

**4. Health and Safety Requirements for Service Provider**

The service provider must implement a comprehensive H&S system including:

- Health and Safety Plan with 16.1 and 16.2 legal appointments
- H&S Plan aligned with this specification
- Medical certificates and training records
- Trading license and health permit
- Pest control service contract
- HACCP/ISO 22000 certification (if available)

Health and Safety File with legal documents, risk assessments, training records

- HACCP compliance, food handler medicals, PPE provision
- Emergency preparedness (fire, first aid, evacuation)
- Waste management, pest control, and environmental compliance

**5. Risk Management**

- Conduct and submit a Baseline Risk Assessment
- Develop issue-based and task-specific risk assessments
- Review risk assessments quarterly or when changes occur
- Apply the hierarchy of controls (eliminate, substitute, engineer, administrate, PPE)



## **6. Training Requirements**

All staff must be trained in:

- OHS induction and food safety hygiene
- Hazard communication and chemical safety
- Fire prevention and evacuation
- First aid and emergency response
- Manual handling and ergonomics

## **7. Monitoring, Reporting and Compliance**

- Weekly inspections by service provider
- Monthly health and safety reports to client
- Immediate reporting of incidents and near misses
- Quarterly audits by client or independent auditor

## **8. Client Responsibilities**

The client will:

- Provide safe premises and coordinate overlapping activities
- Monitor compliance through audits
- Provide access to site emergency services

## **9. Conclusion**

This Health and Safety Specification is binding on all bidders and forms part of the contractual obligations. The service provider is required to comply with all applicable legal requirements, implement a comprehensive Health and Safety Plan, and ensure continuous safe operation of the canteen and catering services.