



PROJECT: CONSTRUCTION OF NEW SUBSTANCE ABUSE DEPENDENCY TREATMENT CENTRE.	SITE : BOTSHABELO HOSPITAL	Document : CHS / ID 9 Audit Report : 07 Effective date : 21/01/2020
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CHS AUDIT REPORT

DPWFS(T)028/2015 : CONSTRUCTION OF NEW SUBSTANCE ABUSE DEPENDENCY TREATMENT CENTRE, BOTSHABELO

AUDIT REPORT NO.: 07

AUDIT REPORT DATE: 21 January 2020

PROJECT TEAM:

DISCIPLINE	COMPANY
Project Client	Dep of Public Works & Infrastructure, Free State
End User Client	Dep of Social Development, Free State
Principal Agent	GXY Architects
Quantity Survey	Hilda Verster Incorporated
Engineering	Dihlase
Health & Safety Agent	MKR Trading (Pty) Ltd
Principal Contractor	Ket Civils cc JV Razzmatazz Civils

CONTENTS

		Page
	Cover page	
	Contents	1
1	Indemnity	2
2	Introduction	2
3	Scope of audit	2
4	Executive Summary	3
5	Report and Results of Audit Findings	4 - 11
6	Incidents / Accidents	12
7	Conclusion	13

PROJECT: CONSTRUCTION OF NEW SUBSTANCE ABUSE DEPENDENCY TREATMENT CENTRE.	SITE : BOTSHABELO HOSPITAL	Document : CHS / ID 9 Audit Report : 07 Effective date : 21/01/2020
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1. INDEMNITY

This report highlights only those deviations that were observed during the visit to the **Construction of New Substance Abuse Dependency Treatment Centre, Botshabelo**. There may be other similar deviations to be found in areas not visited during the audit as well as deviations of a different nature altogether.

Findings made in this report are based on the Occupational Health and Safety Act, 85 of 1993, its Regulations and Client OHS Specification.

CHS Agent for this project does not accept any responsibility or liability incurred by the client, Principal Agent, Principal Contractor (its employees, office bearers, associated organisations, or any other party), arising in any way from this audit findings or the failure to comply with the requirements of any legislation or the common law in force at any time.

Should anyone have any queries or require further assistance please do not hesitate to contact the CHS Agent.

2. INTRODUCTION

The audit report was conducted at the construction site of **Botshabelo Substance Abuse Dependency Treatment Centre**. The objective of this audit was to:

- determine the status of the Health, Safety and Environmental (HSE) program.
- determine applicable statutory and regulatory compliance.
- determine OHS Specification and Plan compliance.
- identify areas for potential improvement.

3. SCOPE

The audit includes all the onsite activities of the principal contractor and sub-contractors, i.e. the administrative requirement and organisational management, premises and housekeeping, mechanical, electrical and personal safeguarding, fire protection and prevention, incident recording and investigation and the outside areas. The audit also includes the physical operation, the systems in place to manage safety, health and environment and is based on legal requirements, OHS specification, and contractor OHS plan.

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4. EXECUTIVE SUMMARY

Below are the percentage scored for previous months and present month for findings / non-compliance raised during the inspection and audit of the site.

The negative findings / non-compliance should not be regarded as criticism, but rather be seen as input and outside consideration of the situation as well as a comprehensive perception of the given hazards and risks potentials at site.

PERCENTAGE INDICATOR :

80 -100 %	50 - 79 %	0 - 49 %
Excellent	Good	Bad

Percentage Score	88.45			CURRENT								
	Jul 19 60.00 %	Aug 19 68.70 %	Sep19 71.73 %	Oct 19 75.50 %	Nov 19 83.68 %	Dec 19 83.70 %	Jan 20 88.45 %	Feb 20 %	Mar 20 %	Apr 20 %	May 20 %	Jun 20 %
Audit Findings	<p><u>PREVIOUS AUDIT FINDINGS:</u></p> <ul style="list-style-type: none"> - All previous findings addressed satisfactorily. <p><u>NEW AUDIT FINDINGS:</u></p> <ul style="list-style-type: none"> - A total nine (9) of non-conformances / findings were raised and are classified as follows: <ul style="list-style-type: none"> a) Majors: 5 Major findings raised b) Minors: 3 Minor findings raised c) Observations: 1 Observations raised 											
Incidents / Accidents	<p><u>INJURY ON DUTY:</u></p> <p>Contractor:</p> <ul style="list-style-type: none"> - Injuries / Incidents for the month: 0. Cumulative (YTD): 0. <p>Public:</p> <ul style="list-style-type: none"> - Injuries / Incidents for the month: 0. Cumulative (YTD): 0. 											
Stop Work Request	<p><u>THE FOLLOWING STOP WORK REQUEST WERE ISSUED FOR UNSAFE WORK ACTIVITIES / CONDITIONS / ENVIRONMENT OBSERVED DURING THE SAFETY AUDIT. THESE ITEMS TO BE ADDRESSED IMMEDIATELY:</u></p> <ul style="list-style-type: none"> - None. 											

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5. REPORT AND RESULTS OF AUDIT FINDINGS

No.:	DESCRIPTION OF THE QUESTION, CHECKLIST, REQUIREMENTS, AUDIT TRAIL, RECORDS AND EVIDENCE	FINDINGS			
		No Findings	Major	Minor	Observation
5.1	CLIENT:				
5.1.1	<p>Baseline Risk Assessment :</p> <p>Comment:</p> <ul style="list-style-type: none"> - <i>Baseline Risk Assessment for the project prepared and submitted to the Department of Employment and Labour on 23 September 2019.</i> <p>Recommendation:</p> <ul style="list-style-type: none"> - <i>None.</i> 				
5.1.2	<p>Health and Safety Specification:</p> <p>Comment:</p> <ul style="list-style-type: none"> - <i>Site Health and Safety Specification for the project based on baseline risk assessment was prepared and submitted to the Department of Employment and Labour on 23 September 2019.</i> - <i>Mandatory Agreement between the client and the principal contractor signed.</i> <p>Recommendation.</p> <ul style="list-style-type: none"> - <i>None.</i> 				
5.1.3	<p>Construction work permit:</p> <p>Comment:</p> <ul style="list-style-type: none"> - <i>Construction Work Permit (CWP) application was compiled and submitted by CHS Agent on 23 September 2019. Permit No. FS-BTS 099/10/2019 was approved and issued by Dep of Employment and Labour on 01 October 2019.</i> - The permit number not displayed on the project construction notice board because no board erected, however copy of permit placed on safety file. <p>Recommendation.</p> <ul style="list-style-type: none"> - <i>None.</i> 				X

No.:	DESCRIPTION OF THE QUESTION, CHECKLIST, REQUIREMENTS, AUDIT TRAIL, RECORDS AND EVIDENCE	FINDINGS																					
		No Findings	Major	Minor	Observation																		
5.2	PRINCIPAL CONTRACTOR / SUB-CONTRACTOR:																						
5.2.1	<p>Number of Employees on site:</p> <p>On the inspection day, the total employees on site 51. Below is the breakdown per contractor and sub-contractor.</p> <table border="1"> <thead> <tr> <th>CONTRACTOR</th> <th>CATEGORY</th> <th>NO. EMPLOYEES</th> </tr> </thead> <tbody> <tr> <td>Ket Civil JV Razzmatazz</td> <td>Principal Contractor</td> <td>38.</td> </tr> <tr> <td>Hi Tech</td> <td>Sub-contractor – Air cons</td> <td>4</td> </tr> <tr> <td>Ambient Air</td> <td>Sub-contractor – Med Gas</td> <td>4</td> </tr> <tr> <td>Top Carpet</td> <td>Sub-contractor - Carpets</td> <td>5</td> </tr> <tr> <td>Lead Services</td> <td>Sub-contractor – Kitch Equi</td> <td>0</td> </tr> </tbody> </table>	CONTRACTOR	CATEGORY	NO. EMPLOYEES	Ket Civil JV Razzmatazz	Principal Contractor	38.	Hi Tech	Sub-contractor – Air cons	4	Ambient Air	Sub-contractor – Med Gas	4	Top Carpet	Sub-contractor - Carpets	5	Lead Services	Sub-contractor – Kitch Equi	0	X			
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Lead Services	Sub-contractor – Kitch Equi	0																					
5.2.2	<p>Appointment of Principal Contractor:</p> <p>Comment:</p> <p>- <i>The appointment of Ket Civil JV Razzmatazz for the project was done and signed by the Head of the Department, Public Works & Infrastructure, on 10 December 2018.</i></p> <p>Recommendation:</p> <p>- <i>None.</i></p>																						
5.2.3	<p>Mandatory Agreement:</p> <p>Comment:</p> <p>- Mandatory Agreement not signed with sub-contractors e.g. Top Carpet.</p> <p>Recommendation.</p> <p>- Project Manager to ensure that the Mandatory Agreement is signed with sub-contractors when appointed. - Safety Officer to facilitate this.</p>		X																				
5.2.4	<p>Notification of construction of work:</p> <p>Comment:</p> <p>- <i>Notification of construction of work done, receipt of acknowledgement is on the Safety File.</i></p> <p>Recommendation:</p> <p>- <i>None.</i></p>																						

No.:	DESCRIPTION OF THE QUESTION, CHECKLIST, REQUIREMENTS, AUDIT TRAIL, RECORDS AND EVIDENCE	FINDINGS			
		No Findings	Major	Minor	Observation
5.2.5	<p>Health and Safety Plan / File:</p> <p>Comment: - Health and Safety Plan & File submitted and approved. - Health and Safety File for sub-contractors not site e.g. Top Carpet.</p> <p>Recommendation: - PC to ensure that Safety File of sub-contractors is submitted and approved before starting with the works, and implemented throughout the project duration.</p>		X		
5.2.6	<p>Letter of Good Standing:</p> <p>Comment: - Letter of Good Standing issued by FEM still valid. Expires on 31 May 2020.</p> <p>Recommendation: - None.</p>	X			
5.2.7	<p>Medical Certificate of Fitness:</p> <p>Comment: - All employees on site have a valid medical certificate of fitness for the construction work, issued by Occupational Health Services. - Annexure 3 medical certificate of fitness completed for each employee. - No proof of registration of occupational health practitioner on safety file.</p> <p>Recommendation: - PC to ensure that new workers employed undergo medical examination. - Copies of registration documents of Occupational Health Practitioner to be kept on file.</p>		X		
5.2.8	<p>Personal Protective Equipment:</p> <p>Comment: - PPE issued to all employees on site, used properly and maintained in good order.</p> <p>Recommendation: - Ensure that when issuing new PPE the worker must present the old/worn out/damaged PPE. - Old / worn out / damaged PPE to be disposed in a safe manner.</p>	X			

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---	----------------------------	---

No.:	DESCRIPTION OF THE QUESTION, CHECKLIST, REQUIREMENTS, AUDIT TRAIL, RECORDS AND EVIDENCE	FINDINGS			
		No Findings	Major	Minor	Observation
5.2.9	<p>Risk Assessment for Construction Work:</p> <p>Comment:</p> <ul style="list-style-type: none"> - Issue based hazards and risk assessment (task specific) conducted. - Safe Working Procedure / Standard Operating Procedure conducted task. <p>Recommendation:</p> <ul style="list-style-type: none"> - PC must ensure that continuous construction work Task Specific Risk Assessment is undertaken by a competent appointed person. These risk assessments must be communicated to all employees involved in the task before commencement of the task. 				
5.2.10	<p>Excavation:</p> <p>Comment:</p> <ul style="list-style-type: none"> - Excavation or open pit posing hazards of falling below. No signage and orange net mesh placed. <p>Recommendation:</p> <ul style="list-style-type: none"> - Ensure that all excavations or openings are well protected. 	X			
5.2.11	<p>Construction Vehicles and Mobile Plant:</p> <p>Comment:</p> <ul style="list-style-type: none"> - Construction vehicles maintained in good working order. - Mobile plant operated by certified competent operators. . <p>Recommendation:</p> <ul style="list-style-type: none"> - None. 	X			
5.2.12	<p>Housekeeping and General Safeguarding on Construction Site:</p> <p>Comment:</p> <ul style="list-style-type: none"> - Housekeeping in some areas around construction site poor, untidy and unsafe. <p>Recommendation:</p> <ul style="list-style-type: none"> - The PC must ensure that suitable housekeeping is continuously Implemented on the site, this should including - <ul style="list-style-type: none"> • the proper storage of materials and equipment. • the removal of scrap, waste and debris at appropriate intervals. 			X	

No.:	DESCRIPTION OF THE QUESTION, CHECKLIST, REQUIREMENTS, AUDIT TRAIL, RECORDS AND EVIDENCE	FINDINGS			
		No Findings	Major	Minor	Observation
5.2.13	<p>Access Control on Site:</p> <p>Comment: - Entry control for visitors or vehicles managed very well. Visitors register implemented.</p> <p>Recommendation: - None.</p>	X			
5.2.14	<p>Fire Precaution on Construction:</p> <p>Comment: - Appropriate measures taken to avoid risk of fire on site. - Suitable and sufficient fire extinguishing equipment available on site.</p> <p>Recommendation: - None.</p>	X			
5.2.15	<p>Stacking and Storage of Materials:</p> <p>Comment: - Stacking and storage of materials in around construction neat and in order. Very commendable.</p> <p>Recommendation: - None.</p>	X			
5.2.16	<p>Construction Employees' Facilities:</p> <p>Comment: - Toilets provided for employees on site but not kept clean and no toilet paper provided.</p> <p>Recommendation: - Provide clean, hygienic and maintained/serviced toilets for employees.</p>			X	
5.2.17	<p>Safety Signage:</p> <p>Comment: - Safety signage visible and displayed at the site entrance and around construction to warn visitors and public of construction activities. Site office and storage area also erected.</p> <p>Recommendation: - None.</p>	X			

No.:	DESCRIPTION OF THE QUESTION, CHECKLIST, REQUIREMENTS, AUDIT TRAIL, RECORDS AND EVIDENCE	FINDINGS			
		No Findings	Major	Minor	Observation
5.2.18	<p>Scaffolding:</p> <p>Comment:</p> <ul style="list-style-type: none"> - Scaffolding used on site not complying with SANS 10085. - No competency certificates of scaffolding erectors are in place. - No toe boards, full working platform, no guardrails. No baseplate. Danger of workers or materials falling from above. <p>Recommendation:</p> <ul style="list-style-type: none"> - At least 3 flag ladies to be posted at different section at road closures to warn / slow down and divert public road user to the bypass. 		X		
5.2.19	<p>Driven Machinery / Equipment / Power Tools:</p> <p>Comment:</p> <ul style="list-style-type: none"> - Power tools not on register and inspected. Electrical cord too long and cracked posing electrocution hazards. <p>Recommendation:</p> <ul style="list-style-type: none"> - PC and subcontractor must ensure that power tools are inspected regularly by competent person. - Ensure maintenance, issuing PPE or clothing and training those that use machinery and enforce compliance. 			X	
5.2.20	<p>Building Inspectors - Occupancy Certificate:</p> <p>Findings:</p> <ul style="list-style-type: none"> - Building inspectors from Mangaung Metropolitan Municipality to be approached for inspection of the works. <p>Recommendation:</p> <ul style="list-style-type: none"> - PC must engage building inspectors from the municipality for inspection and ultimately occupancy certificate after completion of the construction. 		X		

No.:	SITE PICTURES AS EVIDENCE	FINDINGS			
		No Findings	Major	Minor	Observation
	 <p>Photo 1: Catch pit or opening not safeguarded</p>				
	 <p>Photo 2: Power tools not on register</p>				
	 <p>Photo 3: Scaffolding used on site not complying with SANS 10085.</p>				
	 <p>Photo 4 : Letter of Good standing valid</p>				
	 <p>Photo 5 : Good stacking Practise</p>				

No.:	SITE PICTURES AS EVIDENCE	FINDINGS			
		No Findings	Major	Minor	Observation
	 <p>Photo 1: Toilets provided but not kept clean and no toilet paper provided</p>  <p>Photo 3: Poor housekeeping in some areas.</p>				

6. INCIDENTS / ACCIDENTS

SAFETY INDICATORS	Jul 19	Aug 19	Sep 19	Oct 19	Nov 19	Dec 19	Jan 20	Feb 20	Mar 20	Apr 20	May 20	Jun 20	YTD
FATALITY	0	0	0	0	0	0	0						0
PERMANENT DISABILITY/IMPAIRMENT	0	0	0	0	0	0	0						0
LOST WORK DAY	0	0	0	0	0	0	0						0
MEDICAL TREATMENT	0	0	0	0	0	0	0						0
FIRST AID TREATMENT	0	0	0	0	0	0	0						0
<i>INJURY RECORDED?</i>													
<i>INJURY INVESTIGATED?</i>													
HEALTH INDICATORS													
FATALITY	0	0	0	0	0	0	0						0
IRREVERSIBLE DIAGNOSED DISEASE	0	0	0	0	0	0	0						0
REVERSIBLE DIAGNOSED DISEASE	0	0	0	0	0	0	0						0
NOISE INDUCED HEARING LOSS	0	0	0	0	0	0	0						0
<i>INJURY RECORDED?</i>													
<i>INJURY INVESTIGATED?</i>													
ENVIRONMENTAL INDICATORS													
MAJOR ENVIRONMENTAL	0	0	0	0	0	0	0						0
MEDIUM ENVIRONMENTAL	0	0	0	0	0	0	0						0
MINOR ENVIRONMENTAL	0	0	0	0	0	0	0						0
<i>INCIDENT RECORDED?</i>													
<i>INCIDENT INVESTIGATED?</i>													

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7. CONCLUSION

The Principal Contractor (**Ket Civil JV Razzmatazz**) to act with due diligence on all the findings / non-compliance listed above. Recovery plan / action plan to be submitted to us within 7 days on how these findings are going to be addressed and to prevent re-occurrence.

It is important that the concept of ownership of Occupational Health and Safety be carried over to all employees. Every person has to understand that they have a responsibility and cannot rely on other persons to look after their health and safety in the workplace. This can largely be addressed by way of awareness, training and education.

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21 January 2020

Date

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