

# THENJIWE SUPPLIES & REPAIRS

Reference Number	TSR/IND/001
Implementation Date	03.12.2018
Revision / Amendment Number	0
Revision / Amendment Date	03.12.2018

## GENERAL OHS INDUCTION




### INDUCTION

1. Each employee remains responsible for his own Health and Safety and for those around him.
2. A copy of all applicable legislation along with the company's procedures is available to all employees at the site office
3. Cell Phones are only allowed to be used by Supervisory Staff in a safe area during working Hours.
4. Always report unsafe acts, conditions, injuries or incidents to your Supervisor before the end of shift.
5. Report all defects on tools, equipment and machinery to your supervisor.
6. PPE will be issued to you after induction and must be worn where mandatory signs are displayed.
7. Alcohol or drugs at work are prohibited.
8. Do not report for work intoxicated.
9. Fire arms are not allowed in any work area.
10. Do not use Plant or Machinery if you are not authorised and trained to do so.
11. Do not walk underneath any suspended loads.
12. Stay out of the way of Plant and Machinery items as they can injure you seriously.
13. Always look around you when you walk around and make sure you do not fall over equipment, material or into holes.
14. Do not enter a barricaded area, unless you are working in the area. These areas are barricaded to warn you of danger.
15. Do not climb onto structures or scaffolds unless you are working on the structure and you are wearing a safety harness and it surely hooked onto a solid structure.
16. Do not throw materials / tools / equipment from any height.
17. Obey all safety signs and notices as they are there to give you information on potential dangers.
18. Housekeeping is part and parcel of your job description and must be implemented on a daily basis.
19. Never sit on an open vehicle when there are loose material / tools / equipment in the back.
20. Never lift heavy objects alone – rather ask someone for help or utilise a crane.
21. Keep electrical tools and equipment away from water.
22. All drop off edges and openings must be barricaded and checked on a daily basis – do not tamper with the barricading.
23. Only authorised persons will be allowed in the work areas. (A authorised person is someone who has undergone safety induction)
24. Be aware of any visitors on the site and if you see any person on site who does not belong on site, remove him from site or report to your supervisor.
25. If you are unsure about safety then ask your supervisor or Safety Representative.
26. No person is allowed to remove any material / property from site without permission from management.

#### Acknowledged By


Name Andee-Chael Du Plessis

Signature 

Date 04/12/2018

#### Presented by

Name Martin

Signature 

Date 04/12/18

# THENJIWE SUPPLIES & REPAIRS

Reference Number	TSR/IND/001
Implementation Date	03.12.2018
Revision / Amendment Number	0
Revision / Amendment Date	03.12.2018

## GENERAL OHS INDUCTION



### INDUCTION

1. Each employee remains responsible for his own Health and Safety and for those around him.
2. A copy of all applicable legislation along with the company's procedures is available to all employees at the site office
3. Cell Phones are only allowed to be used by Supervisory Staff in a safe area during working Hours.
4. Always report unsafe acts, conditions, injuries or incidents to your Supervisor before the end of shift.
5. Report all defects on tools, equipment and machinery to your supervisor.
6. PPE will be issued to you after induction and must be worn where mandatory signs are displayed.
7. Alcohol or drugs at work are prohibited.
8. Do not report for work intoxicated.
9. Fire arms are not allowed in any work area.
10. Do not use Plant or Machinery if you are not authorised and trained to do so.
11. Do not walk underneath any suspended loads.
12. Stay out of the way of Plant and Machinery items as they can injure you seriously.
13. Always look around you when you walk around and make sure you do not fall over equipment, material or into holes.
14. Do not enter a barricaded area, unless you are working in the area. These areas are barricaded to warn you of danger.
15. Do not climb onto structures or scaffolds unless you are working on the structure and you are wearing a safety harness and it surely hooked onto a solid structure.
16. Do not throw materials / tools / equipment from any height.
17. Obey all safety signs and notices as they are there to give you information on potential dangers.
18. Housekeeping is part and parcel of your job description and must be implemented on a daily basis.
19. Never sit on an open vehicle when there are loose material / tools / equipment in the back.
20. Never lift heavy objects alone – rather ask someone for help or utilise a crane.
21. Keep electrical tools and equipment away from water.
22. All drop off edges and openings must be barricaded and checked on a daily basis – do not tamper with the barricading.
23. Only authorised persons will be allowed in the work areas. (A authorised person is someone who has undergone safety induction)
24. Be aware of any visitors on the site and if you see any person on site who does not belong on site, remove him from site or report to your supervisor.
25. If you are unsure about safety then ask your supervisor or Safety Representative.
26. No person is allowed to remove any material / property from site without permission from management.

#### Acknowledged By

Name Jade Brummer  
 Signature [Signature]  
 Date 04/12/18

#### Presented by

Name Martin  
 Signature [Signature]  
 Date 04/12/18

# THENJIWE SUPPLIES & REPAIRS

Reference Number	TSR/IND/001
Implementation Date	03.12.2018
Revision / Amendment Number	0
Revision / Amendment Date	03.12.2018

## GENERAL OHS INDUCTION



### INDUCTION

1. Each employee remains responsible for his own Health and Safety and for those around him.
2. A copy of all applicable legislation along with the company's procedures is available to all employees at the site office
3. Cell Phones are only allowed to be used by Supervisory Staff in a safe area during working Hours.
4. Always report unsafe acts, conditions, injuries or incidents to your Supervisor before the end of shift.
5. Report all defects on tools, equipment and machinery to your supervisor.
6. PPE will be issued to you after induction and must be worn where mandatory signs are displayed.
7. Alcohol or drugs at work are prohibited.
8. Do not report for work intoxicated.
9. Fire arms are not allowed in any work area.
10. Do not use Plant or Machinery if you are not authorised and trained to do so.
11. Do not walk underneath any suspended loads.
12. Stay out of the way of Plant and Machinery items as they can injure you seriously.
13. Always look around you when you walk around and make sure you do not fall over equipment, material or into holes.
14. Do not enter a barricaded area, unless you are working in the area. These areas are barricaded to warn you of danger.
15. Do not climb onto structures or scaffolds unless you are working on the structure and you are wearing a safety harness and it surely hooked onto a solid structure.
16. Do not throw materials / tools / equipment from any height.
17. Obey all safety signs and notices as they are there to give you information on potential dangers.
18. Housekeeping is part and parcel of your job description and must be implemented on a daily basis.
19. Never sit on an open vehicle when there are loose material / tools / equipment in the back.
20. Never lift heavy objects alone – rather ask someone for help or utilise a crane.
21. Keep electrical tools and equipment away from water.
22. All drop off edges and openings must be barricaded and checked on a daily basis – do not tamper with the barricading.
23. Only authorised persons will be allowed in the work areas. (A authorised person is someone who has undergone safety induction)
24. Be aware of any visitors on the site and if you see any person on site who does not belong on site, remove him from site or report to your supervisor.
25. If you are unsure about safety then ask your supervisor or Safety Representative.
26. No person is allowed to remove any material / property from site without permission from management.

#### Acknowledged By

Name Victor Tiedt  
 Signature [Signature]  
 Date 04/12/2018

#### Presented by

Name Martin  
 Signature [Signature]  
 Date 04/12/18

# THENJIWE SUPPLIES & REPAIRS

Reference Number	TSR/IND/001
Implementation Date	03.12.2018
Revision / Amendment Number	0
Revision / Amendment Date	03.12.2018

## GENERAL OHS INDUCTION



### INDUCTION

1. Each employee remains responsible for his own Health and Safety and for those around him.
2. A copy of all applicable legislation along with the company's procedures is available to all employees at the site office
3. Cell Phones are only allowed to be used by Supervisory Staff in a safe area during working Hours.
4. Always report unsafe acts, conditions, injuries or incidents to your Supervisor before the end of shift.
5. Report all defects on tools, equipment and machinery to your supervisor.
6. PPE will be issued to you after induction and must be worn where mandatory signs are displayed.
7. Alcohol or drugs at work are prohibited.
8. Do not report for work intoxicated.
9. Fire arms are not allowed in any work area.
10. Do not use Plant or Machinery if you are not authorised and trained to do so.
11. Do not walk underneath any suspended loads.
12. Stay out of the way of Plant and Machinery items as they can injure you seriously.
13. Always look around you when you walk around and make sure you do not fall over equipment, material or into holes.
14. Do not enter a barricaded area, unless you are working in the area. These areas are barricaded to warn you of danger.
15. Do not climb onto structures or scaffolds unless you are working on the structure and you are wearing a safety harness and it surely hooked onto a solid structure.
16. Do not throw materials / tools / equipment from any height.
17. Obey all safety signs and notices as they are there to give you information on potential dangers.
18. Housekeeping is part and parcel of your job description and must be implemented on a daily basis.
19. Never sit on an open vehicle when there are loose material / tools / equipment in the back.
20. Never lift heavy objects alone – rather ask someone for help or utilise a crane.
21. Keep electrical tools and equipment away from water.
22. All drop off edges and openings must be barricaded and checked on a daily basis – do not tamper with the barricading.
23. Only authorised persons will be allowed in the work areas.(A authorised person is someone how has undergone safety induction)
24. Be aware of any visitors on the site and if you see any person on site who does not belong on site, remove him from site or report to your supervisor.
25. If you are unsure about safety then ask your supervisor or Safety Representative.
26. No person is allowed to remove any material / property from site without permission from management.

#### Acknowledged By

#### Presented by

Name

Martin

Name

Martin

Signature

[Signature]

Signature

[Signature]

Date

04/12/18

Date

04/12/18