

REF NO:	LWUA-BUS-SHEQ	DATE OF IMPLEMENTATION:	2023-11-08
VERSION NO:	1.0	LAST REVISION DATE:	2023-11-08



## LEBALELO WATER USER ASSOCIATION

*Established in terms of Section 92(1) of the National Water Act, 1998 (Act No 36 of 1998)  
Government Gazette No. 89/23053*

# POLICY ON SAFETY, HEALTH, ENVIRONMENT AND QUALITY

VERSION: 1.0

IMPLEMENTATION DATE: 2023-11-08

REFERENCE NUMBER: LWUA-BUS-SHEQ

	NAME	POSITION	SIGNATURE
<b>AUTHOR:</b>	K Duvenhage	OMM PROGRAMME DIRECTOR	
<b>REVIEWED BY:</b>	M Luthuli	BUSINESS MANAGER	
<b>APPROVED BY:</b>	JA BIERMAN	CEO	
<b>NOTED BY:</b>	FINCOM	Chairman	
<b>NOTED BY:</b>	Management Committee	Chairman	

**Lebalelo Water User Association**  
**Safety, Health, Environment and Quality Policy**

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**1 Aim**

- 1.1 The Association's Constitution and the Member's Agreement of the Association was signed in 2001 and its formal establishment as a water management institution in line with section 92 of the National Water Act No. 36 of 1998 was gazetted in 2002.
- 1.2 The Association was set up as an entity of public-private collaboration with a mandate to provide raw water to its members, the DWAF and its successors in title, and mining companies in the Eastern Limb. Hence, the Association does not currently provide potable water to communities. The obligation of providing potable water lies within the Constitutional mandate of the Municipalities who may, in terms of the Water Services Act, delegate the power of potable water delivery to communities through water service providers.
- 1.3 Lebalelo Water User Association (LWUA) is a water user association, composed of both the commercial mining sector and the South African Department of Water and Sanitation. LWUA was established in 2022, to supply bulk braw water to both the mining sector and communities in the Eastern Limb of the Bushveld Igneous complex in Limpopo Province. LWUA infrastructure extends for approximately 110km through the Eastern Limb in the Limpopo Province and across 105 communities.
- 1.4 LWUA is committed to conducting its business operations in a manner that promotes, in as far as is reasonably practicable, the prevention of harm to workers, members of the public, and the protection of the environment and/or property.

**2 Scope**

This policy applies to all employees of the Association.

**3 Definitions**

Term	Definition
Association	means Lebalelo Water User Association, established in terms of Section 92(1) of the National Water Act 36 of 1998.

**4 Abbreviations**

Abbreviation	Explanation
BCEA	Basic conditions of employment Act, No 75 of 1997
COID	Compensation for Occupational Injuries and Diseases Act 130 of 1993
EE Act	Employment Act No 55 of 1998 (as amended)
MANCOM	The Management Committee of the Association as provided for in the Association Constitution and Members Agreement.
OHSACT	Occupational Health and Safety Act 85 of 1993

**5 Responsible for Review**

- 5.1 The Business Manager of the Association shall be responsible for the review of this policy.
- 5.2 The Association may in its sole discretion revise this policy. The details of any such revision will be disseminated and communicated to all employees.

**6 Responsible for Implementation**

All employees of the Association are responsible for the implementation of this policy.

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## 7 General

### 7.1 Contravention

Breach of this policy by any employee may lead to disciplinary action.

### 7.2 Distribution

Hard copy #	Distributed to	Master Reference	Electronic Reference
1	Association Human Resources		Business Principles File
2	Remuneration Committee		Business Principles File
3	Management Committee		Business Principles File

## 8 Responsibilities of Management

While management will be responsible for maintaining the SHEQ Integrated Management System (IMS), its success will depend on the involvement of each employee and stakeholder. The primary focus of Management shall be to:

- 8.1 To provide adequate control of SHEQ and Security related matters arising from our work activities.
- 8.2 provide enough resources to ensure SHEQ and Security is a central part of the organisation.
- 8.3 consult with our workers on matters affecting their Health, Safety, and Security.
- 8.4 provide and maintain a safe raw water supply operational network and equipment.
- 8.5 ensure safe handling, transport, and use of chemical substances to prevent environmental incidents and any occupational health diseases and pandemics.
- 8.6 provide SHEQ related information, instructions, and supervision of our workers.
- 8.7 ensure all workers are competent to perform their tasks and to provide them with adequate skills, competencies, training and defining roles and responsibilities.
- 8.8 prevent workplace accidents (occurrences), occupational diseases and environmental incidents.
- 8.9 To investigate SHEQ and Security incidents and evaluation of lessons learned from previous SHEQ and Security incidents. Ensure that effective injury management and rehabilitation is provided.
- 8.10 identify and comply with statutory requirements, codes, standards, guidelines as well as the company's legal register.
- 8.11 evaluate performance compared with relevant internal criteria, external standards, regulations, codes of practice, and sets of principles and guidelines.
- 8.12 identify environmental aspects, safety, health, quality, and security hazards of the organisation's activities, products, or services.
- 8.13 manage LWUA Risk Profiles as low as reasonably practical (ALARP) by controlling exposures to hazards in the workplace and protecting workers. The five levels of action of the hierarchy of controls are taken into consideration to reduce or remove the hazards. Using the hierarchy of controls will lower worker exposure and reduce the risk of illness or injury.
- 8.14 SHEQ Objectives and Plan have been set taking into consideration the different risk /aspect registers, legal register, and SHEQ Policy. The Objectives and Plan is monitored through

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management meetings to ensure continual improvement of the SHEQ Management System.

- 8.15 ensure that sound SHEQ Management Practices and Procedures are implemented, including those associated with procurement and contracting activities as well as implementing controls identified.
- 8.16 evaluate performance compared with relevant internal criteria, external standards, regulations, codes of practice and sets of principles and guidelines.
- 8.17 consult with workers and or worker representatives, identify the needs and expectations of workers and other interested parties, to improve decision making and ensure commitment and participation in SHEQ Related Matters across the organisation.
- 8.18 consult with Customers and other external interested parties and ensure customer satisfaction is maintained at the highest level.
- 8.19 continuously identify opportunities to expand LWUA Service Offerings and improvements to ensure the success of the organisation.
- 8.20 identify and monitor the organisation's carbon footprint and reduce the natural energy consumption rates. To continuously identify renewable energy resources.

**9 Primary Focus for Employees and Contractors**

The primary focus of employees and Contractors shall:

- 9.1 Ensuring their own personal health and safety, and that of others in the workplace.
- 9.2 Work safely and report to management all unsafe conditions and behaviors in their work environment.
- 9.3 Complying with any reasonable directions (such as, attend training provided, wearing personal protective equipment, smoking in designated areas only etc.)
- 9.4 Report all accidents, incidents, and non-conformances on the job immediately, no matter how trivial.
- 9.5 Adhere to all company SHEQ rules, policies, and procedures.

**10 History of Changes**

Reason for Change - Index	
A. As a result of incidents	B. As a result of audit findings;
C. Changes in Operating Procedures;	D. Changes in Legislation;
E Changes in Technology;	F. Changes in Machinery/Equipment;
G Results of risk assessments;	H. Change in training requirements;
I. New procedure format;	J. Change due to spelling or grammatical error;
K. To integrate a special instruction into the document control system.	

Date of change	Revised Item (Paragraph number) - include a reference if it is applicable	Reason Code	Name of reviewer
3 AUGUST 2023	NEW POLICY	I	Mduduzi Luthuli