



# Safety, Health & Environment Policy

# 2018

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**KAMATECH**  
PROJECTS

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## **1.0 COMPANY BACKGROUND**

KAMATECH PROJECTS is a Zimbabwean company specialising in electrical engineering projects. That is, supply and installation of electrical equipment, design of electrical services, project management, contracting and maintenance of electrical equipment. We also provide solar products and solutions. Our organisation derives its strength from its promoter Eng. N. Kanjanda who has many years of experience in Plant Operations and Maintenance, Switchboard Manufacturing, Consultancy, Contracting, Project Management, Sales and Marketing.

Our vast experience in electrical engineering covers various industries such as restaurants, supermarkets, banks, shops and offices, water and sewage works, food and beverages, plastic and paper industries, iron and steel, manufacturing and mining industries. We have worked on various motor control equipment including motor control centres, variable speed drives, soft starters, PLCs and solar installations as further detailed in our company profile.

## **2.0 GENERAL**

This manual describes the Safety Health and Environment Policy of KAMATECH PROJECTS and is designed to ensure that ALL requirements related to ISO 45001: 2018 and ISO 14001: 2015 are recognized.

### **2.1 Scope**

- a) The Safety Health and Environment policy will cover KAMATECH PROJECTS workers, customers and contractors
- b) It will cover KAMATECH PROJECTS premises, sites of work and surroundings

## **3.0 REFERENCES**

### **3.1 Standards**

- a) ISO 45001: 2018 – Occupational Health And Safety Management Systems
- b) ISO 14001:2015 – Environmental Management Systems

## **4.0 DOCUMENT REVIEW – KAMATECH PROJECTS**

- a) Safety Health and Environment Policy: 2013



## TERMS, ABBREVIATIONS AND DEFINITIONS

**SHEMS** – Safety Health and Environmental Management System

**SHE** - Safety Health and Environment

**AIDS** – Acquired Immune Deficiency Syndrome.

**HIV** – Human Immune Deficiency Syndrome. HIV is a virus which attacks and may ultimately destroy the body's natural immune system

**OHS** – Occupational Health and Safety

**SOP** – Standard Operating Procedures

**Accident** – Undesired event giving rise to death, ill-health or injury

**Acceptable Risk** - risk that has been reduced to a level that can be tolerated by the organization having regard to its legal obligations and its own OH&S policy

**Company** – For the purposes of this policy company refers to KAMATECH PROJECTS.

**Continual improvement** - recurring process of enhancing the OH&S management system in order to achieve improvements in overall OH&S performance consistent with the organization's OH&S policy

**Hazard** - Source, situation, or act with a potential for harm in terms of human injury or ill health, or a combination of these.

**Hazard identification** - process of identifying that a hazard exists and defining its characteristics.

**Incident** - work-related event(s) in which an injury or ill health (regardless of severity) or fatality occurred, or could have occurred.

**OH&S Policy** - overall intention and direction of an organization related to its OH&S risks. OH&S policy provides a framework for action and for the setting of OH&S objectives.

**Risk Assessment** - Process of evaluating the risk(s) arising from a hazard(s), taking into account the adequacy of any existing controls, and deciding whether or not the risk(s) is acceptable



## **SAFETY, HEALTH AND ENVIRONMENT POLICY**

### **5.0 SAFETY, HEALTH & ENVIRONMENT POLICY STATEMENT**

- 5.1 This is a written policy statement for KAMATECH PROJECTS with regard to its safety and health at work and environmental management as required by the Zimbabwe National Health and Safety Policy, ISO 45001:2018 and ISO 14001:2015 (*standards in which the policy manual was designed*) and is relevant to ALL company workers, customers and other stakeholders.
- 5.2 KAMATECH PROJECTS fully recognises its obligation to ensure that every reasonably practicable measure is taken in order to ensure health and safety of ALL its workers.
- 5.3 KAMATECH PROJECTS fully recognises its duties and responsibilities with regard to worker health and safety and environmental management therefore, it pledges commitment to;
- a) Identifying ALL hazards and risks associated with KAMATECH PROJECTS operations.
  - b) Identifying ALL business aspects likely to impact the environment
  - c) Preventing work related injuries and ill-health.
  - d) Continual improvement, ensuring prevention of incident recurrence and guaranteeing that all nonconformities are corrected timely.
  - e) Comply with ALL current and applicable SHE legislation and other requirements to which the company subscribes to. The company is committed to continuous review of such legislation and update of its legal register.
  - f) Review the policy after every twelve months and making changes wherever necessary.
  - g) Ensure health & safety training is provided for ALL workers and promote health and safety awareness to KAMATECH PROJECTS stakeholders.

The Managing Director is responsible for health and safety of workers within the company. The Managing Director is also responsible for making sure resources are made available for workers to ensure effective safety health and environment management. The SHE Officer is the appointed SHE personnel, responsible for caretaking ALL SHE concerns at the company and site and reports directly to the Managing Director.



SIGNATURE: .....

*N.S.*

DATE: ..... 30 MAY 2018 .....

NAME IN PRINT: ..... ENG. NISBERT KANJANDA .....

DESIGNATION: ..... MANAGING DIRECTOR .....

POLICY REVIEW DATE: ..... 01 APRIL 2019 .....



## **6.0 LEADERSHIP AND WORKER PARTICIPATION**

### **6.1 LEADERSHIP AND COMMITMENT**

**6.1.1** KAMATECH PROJECT'S top management shall demonstrate leadership and commitment with respect to the SHE integrated management system by:

- a) Taking overall responsibility and accountability for the prevention of work-related injury and ill health, as well as the provision of safe and healthy workplaces and activities.
- b) Ensuring that ALL resources needed to establish, implement, maintain and improve the SHE management system are available.
- c) Communicating the importance of effective SHE management to ALL workers and stakeholders.
- d) Ensuring that the established SHE management system achieves its intended outcome.
- e) Directing and supporting persons to contribute to the effectiveness of SHE management.
- f) Developing, leading and promoting a culture in the organisation that supports the intended outcome of SHE management.
- g) Protecting workers from punishments when reporting incidents, hazards, risks and opportunities.
- h) Ensuring and promoting continual improvement.



## **6.2 ORGANIZATIONAL ROLES, RESPONSIBILITIES, AND AUTHORITIES**

### **6.2.1 ROLES AND RESPONSIBILITIES**

#### **6.2.1.1 Duties of Employer**

KAMATECH PROJECTS, as an employer is fully aware of its duties and responsibilities in regard to worker health and safety. Amongst the company's responsibility to its workers are:

- a) Providing safe working conditions through creating health and safety measures and procedures for its workers
- b) Training and competency building of workers
- c) Ensuring the provision of personal protective equipment to ALL its workers
- d) Ensuring that the issued personal protective equipment is maintained in safe working condition
- e) Complying with ALL Safety and Health legislation and standards
- f) Keep records and report to relevant authority workplace accidents and exposures

#### **6.2.1.2 Duties of a Supervisor or Health and Safety Representatives**

6.2.1.2.1 It will be the duty of KAMATECH PROJECTS safety representatives or supervisors to ensure that worker(s);

- a) Work in a safe manner and with the protective devices, clothing, measures, procedures which ensure the protection of the worker's health and safety
- b) Use or wear the equipment, protective devices or clothing that the employer has provided to be used or worn
- c) Report and investigates accidents or identifies potential hazards which may affect the health or safety of workers and others
- d) Is advised of the existence of any potential or actual danger at the workplace
- e) Take every precaution necessary in the circumstances for his protection and that of fellow workers.
- f) Follow standard operating procedures when carrying out tasks and advise on safety matters



### **6.2.3 Duties of a Worker**

8.2.3.1 It will be the duty of every KAMATECH PROJECTS worker to;

- a) Report to the employer, supervisor or safety representative the absence of or defect in any equipment or protective device of which the worker is aware which may endanger himself or another worker.
- b) Report to the employer, supervisor or safety representative the existence of hazards and risks in the workplace
- c) Work in compliance with such requirements as may be prescribed for the protection of health and safety of workers.
- d) Not use or operate any machine, device or equipment in a manner that may endanger himself or any other work.
- e) Not remove or take away from the workplace protective devices or clothing for purposes not connected with the protection of the worker at work.

### **6.2.2 Authority**

- 6.2.2.1 Despite having assigned various groups to oversee SHE issues at the company, KAMATECH PROJECTS have established one member of the top management to administer the overall SHE matters of workers at the company and that is the Site Agent.
- 6.2.2.2 The company Managing Director will ensure that the company SHE policy is reviewed after every twelve (12) months and that the changes are communicated to ALL workers.
- 6.2.2.3 The company Managing Director is responsible for endorsing the SHE policy, compiled and prepared by a contracted Health and Safety Consultant. The Managing Director will ensure that the structure for effectively and efficiently implementing the policy is adequate, and that sufficient financial funding and qualified responsible personnel are available for the efficient and effective implementation.
- 6.2.2.4 The company Managing Director and contracted Health and Safety Consultant will be responsible for correctly advising other operational staff in regard to ALL aspects of safety health and environment, and ensuring that ALL operational staff employed by KAMATECH PROJECTS receive appropriate health and safety training. The Managing Director and contracted Health and Safety Consultant will also be responsible for ensuring that any further specialist safety and health training is delivered efficiently and effectively, by the Contracted health and Safety Consultant.
- 6.2.2.5 There are a number of resources available to KAMATECH PROJECTS to assist with the effective and efficient implementation of the safety health and environment policy. Firstly, the Contracted Health and Safety



Consultant shall be the company's primary player in the designing and implementation of the SHE policy.

6.2.2.6 Site Agent appointed by the Managing Director and fully responsible to him for ALL aspects of safety health and environment, will be responsible for undertaking of the following duties, in conjunction with the Contracted Health and Safety Consultant.

- a) To fully interpret health and safety legislation with regard to the effect such legislation has on the activities being undertaken by KAMATECH PROJECTS and to ensure that ALL procedures in operation fully comply with ALL of the current legislation, at ALL times.
- b) To maintain fully an up-to-date accident record book and for reporting ALL reportable accidents as a requirement under NSSA (Accident prevention and worker's compensation scheme) Notice 1990 SI 68 to the relevant enforcing authorities
- c) To ensure that health and safety update training and any requirement for specialist training is thoroughly undertaken at ALL levels of the structure.
- d) Control and monitor all nominated, trained and certified first aiders to ensure that ALL accidents that occur at KAMATECH PROJECTS premises or site which there will be carrying out their activities are attended to by a first aid person and that first aid treatment is administered. ALL treated injuries and diseases to be recorded and the record kept for review purposes.
- e) Ensure that any visitors, contractors or members of the general public attending the sites for whatever reason, fully observe KAMATECH PROJECTS safety rules and instructions.

6.2.2.7 ALL workers of KAMATECH PROJECTS may, at any time call the Site Agent for any advice or assistance with regard to ALL aspects of health and safety that are operational within KAMATECH PROJECTS.

## **7.0 PLANNING**

### **7.1 HAZARD IDENTIFICATION AND RISK ASSESSMENT**

- 7.1.1 KAMATECH PROJECTS has established and maintains a Risk Assessment procedure for the ongoing identification of hazardous activities, the assessment of risks and the implementation of necessary control measures.
- 7.1.2 In carrying out its hazard identification and risks assessment, KAMATECH PROJECTS shall take into consideration its routine and non-routine activities, activities from ALL undertaken projects, changes in working environment, equipment, and machinery or process materials.
- 7.1.3 No task shall be carried out onsite or offsite by a KAMATECH PROJECTS



worker without carrying out a pre-task risk assessment. The pre-task risk assessments should be verified by the appointed SHE caretaker prior commencement of a task. Contracted OH&S Consultant will input in the pre-task risk assessment.

- 7.1.4 All identified hazards and risks shall be documented in the company's Hazard/ Risk Register. The register shall be reviewed every time a hazard identification and risk assessment process is done. Hazard/ Risk Register shall be maintained and easily retrieved when required.
- 7.1.5 Having identified all foreseeable risks, it becomes imperative to instigate controls. In addressing the identified risks the company shall make use of the code of controls. Wherever it is reasonably practicable hazards and risks shall be eliminated, or bring into practice reasonably practicable control measures to partially eliminate the apparent risks and hazards.
- 7.1.6 One of the paramount objective of KAMATECH PROJECTS with regard to identified hazards and risks is to ensure that ALL workers who will be exposed to such risks and hazards have received the following;
  - a) Adequate information with regard to the nature of the identified hazards and risks, their effects and possible consequence to the worker.
  - b) Received clear precise instructions with regard to how the identified hazards and risks are to be approached and how to deal with them.
  - c) Received demonstrational instructions through training and ensuring that the trained workers are fully capable of undertaking required tasks safely, without imposing danger on themselves and others.

## **7.2 LEGAL AND OTHER REQUIREMENT**

- 7.2.1 KAMATECH PROJECTS shall establish and maintain a procedure to identify ALL applicable occupational safety health and environmental legislation.
- 7.2.2 A list of current SHE Acts, Regulations, Code of practice, Standards, Conventions, Protocols and other information relevant to the company is maintained in its Legal and Other Requirements Register.
- 7.2.3 Changes to Legal and Other Requirements are monitored through National Social Society Authority News and updates and government gazettes
- 7.2.4 The list is updated whenever there is a change to any legal and other requirements applicable to the company.
- 7.2.5 KAMATECH PROJECTS shall communicate its Legal and other Requirements to its workers and clients through
  - a) Induction and training process
  - b) Health and Safety Representative training
  - c) Newsletters



### **7.3 TRAINING AND AWARENESS**

- 7.3.1 All training requirements for KAMATECH PROJECTS for both management and workers will be identified by the Managing Director or the Site Agent. KAMATECH PROJECTS actively aims to provide fully competent personnel in order to comply with any legal requirements or current legislation.
- 7.3.2 Such training provision will relate to the following;
- a) The provision of qualified and certified first aiders
  - b) Training in the correct use and maintenance of personal protective equipment
  - c) Safety representatives training
  - d) Responsibilities, Hazards and Risks
  - e) Machine Safety
  - f) Training in Working at Height and Safe use of ladders
- 7.3.3 ALL KAMATECH PROJECTS workers will be consulted in the training needs assessment.

### **7.4 ACCIDENT INVESTIGATIONS AND REPORTING PROCEDURES**

- 7.4.1 A complete record of ALL accidents that take place during KAMATECH PROJECTS operations, regardless of how minor there are, shall be recorded in the KAMATECH PROJECTS accident recording book. This book should be easily retrievable.
- 7.4.2 ALL KAMATECH PROJECTS workers are expected to report every accident regardless of how trivial there deemed to be, on an immediate basis, thus as soon as they happen in order for investigations, remedial action and controls to be instigated timely.
- 7.4.3 In the event of an accident occurring, the person involved must report it immediately to the supervisor, to ensure that correct first aid will be administered if necessary.
- 7.4.4 The first aider will be responsible after attending to the injured person, correctly recording in to the accident book ALL relevant details of the accident.
- 7.4.5 Investigation of root cause of every incident that happens on sites that KAMATECH PROJECTS is undertaking work should be done by competent workers. Incidents include both accidents and near misses. The findings of the investigation should be recorded and controls of non-conformities instigated.

### **7.5 PERSONAL PROTECTIVE EQUIPMENT AND CLOTHING**

- 7.5.1 KAMATECH PROJECTS will take ALL reasonably practical measures in order to remove risks and hazards from all working processes. KAMATECH PROJECTS will provide to its workers, free of charge, the correct required personal



protective equipment and clothing, and the relevant training on its use and maintenance.

7.5.2 The Site Agent will ascertain the provision of the correct required personal protective equipment and clothing, prior to the commencement of each working process.

7.5.3 The personal protective equipment and clothing available for KAMATECH PROJECTS workers is as follows;

NO.	PPE	WERE TO BE WORN
a)	Safety shoes/ boots and shoes with protective toecaps	Safety shoes/ boots should be worn by every worker working on the site KAMATECH PROJECTS is undertaking work and should be worn at all times.
b)	Safety gloves	Safety gloves should be worn by ALL workers when undertaking welding tasks or when handling any chemical or hazardous substance
c)	Eye protection - Safety spectacles, goggles, face screens, face shields, visors	Must be worn by ALL workers wherever there is a foreseeable likelihood of any foreign body entering the eyes such as chemical or metal splash, dust, gas and vapour
d)	overalls	Worn to protect workers from heat, chemical or metal splash, contaminated dust, impact or penetration, excessive wear or entanglement of own clothing
e)	Earplugs, earmuff	Excessive noise areas
f)	Harness and fall arrest devices	Working at height

7.5.4 ALL KAMATECH PROJECTS workers will be requested to sign for all items of personal protective equipment or clothing issued to them.

7.5.5 Personal protective clothing such as overalls and safety shoes shall be given once a year. Personal protective equipment or clothing shall be renewed free of charge on report of any defect, providing the defect is due to accident, normal wear or tear. For defects related to worker negligence a levy maybe charged for reissue.

7.5.6 Worker overalls shall be branded **KAMATECH PROJECTS [year/issue]** to ascertain the year and the issue personal protective clothing was given.

## 8.0 RELATED PROCEDURES

### 8.1 MACHINE GUARDING AND SAFETY DEVICES



- 8.1.1 A person operating machinery of any kind, to ensure the safety of himself and others, requires constant attention, shall not for any reason absent himself or cease to attend to such machinery during the period he is responsible for its working, unless he is replaced by another competent operator.
- 8.1.2 Under no circumstances whatsoever, must any unauthorised person operate any machine. A competent or qualified person in charge of machinery shall be responsible for maintaining all safety appliance, safety devices and machine guards
- 8.1.3 Under no circumstances whatsoever, must any worker remove or temper with any machine guard or machine safety devices on any machine.
- 8.1.4 Should any worker consider any machinery to be hazardous, a report should be immediately lodged to the Site Agent for modification. Under no circumstance should a default machine be operated without proper safety measures instigated.
- 8.1.5 No machinery shall be cleaned, oiled, adjusted or have any part removed whilst in motion
- 8.1.6 No person working in close proximity to moving machinery shall wear, or be permitted to wear loosely fitting outer clothing, belts, watch, key chains or straps.
- 8.1.7 No worker shall consume or have in position any intoxicating liquor whilst at work, on any premise where machinery is used.

## **8.2 LOCKOUT PROCEDURE FOR POWER TOOLS**

- 8.2.1 Power tools to be used in KAMATECH PROJECTS operations include but not limited to;
  - ✓ Grinder
  - ✓ Electric Drill
  - ✓ Punch and Shear
  - ✓ Compressors
  - ✓ Power Saw or Skill Saw
- 8.2.2 No maintenance/ repair work shall be done on the above equipment unless the following steps are adhered to:
  - a) ALL equipment in the workshop is kept locked at all times when not in use.
  - b) Only people who have been authorised will be issued with keys, which must be signed for and the machines must be locked out when work has been completed and the keys returned to the foreman in charge of the section.



- c) The machinery must be locked out at the isolator, or the plug must be removed from the socket and locked in the lockout box.
- d) A stored energy must be released i.e. *when working on compressors discharge all air pressure in the vessel by opening the release valve*. When working on cables, discharge between phases and earth to release stored power.
- e) When working on machinery or equipment, test if the power is isolated by using a power meter.

8.2.3 ALL artisans working on electrical equipment shall be issued with a multi-lock padlock and danger board or tags and a copy of the lockout procedures. The name of the artisan shall be inscribed on the danger board/tag.

### **8.3 LOCKOUT PROCEDURE FOR LOW VOLTAGE DOMESTIC APPLIANCES (GEYSERS, STOVES, LIGHTS & PLUGS)**

8.3.1 Before commencing any work the competent person must isolate the circuit to be worked on by;

- a) Switching off the circuit breaker feeding the appliances to be worked on and the main circuit breaker at the main electrical distribution box.
- b) Test the circuit to ensure it is safe to work on.
- c) Lock distribution box and place warning signs on the outside of the box.
- d) If unable to lock the distribution box, disconnect cable on the outgoing side of the circuit breaker feeding the circuit to be worked on.
- e) Test the circuit to ensure that the power has been isolated.
- f) Tape the bare wires with insulation tape to prevent accidental contact with live power source.
- g) On completion of work the competent person must reconnect the cable to the circuit breaker.
- h) Test circuit for correct operation.
- i) Remove any lockouts and warning signs

### **8.4 ISOLATION AND LOCKOUT PROCEDURES FOR ELECTRICAL EQUIPMENT**

8.4.1 The authorised person carrying out an isolation and lockout shall only use the padlock provided for the purpose and the key for the padlock shall remain in his possession at all times.

8.4.2 In the case of more than one person carrying out different tasks on the same equipment each person shall lockout with his own padlock using a multi-lock for this purpose.



- 8.4.3 The authorised person doing the lockout and all other persons performing work on the same equipment shall display his/their danger tags at the point of the lockout.

## **8.5 RESTORING POWER**

- 8.5.1 After completion of the job the power shall not be restored unless:
- a) All person performing work have personally removed their padlocks and danger tags
  - b) The person to restore the power has satisfied himself that all loose items and tools have been removed to a safe place
  - c) Any electrical equipment that may have been worked on has been correctly closed
  - d) No person is in a position of getting hurt in case of start-up
  - e) Ample warning has been given that the power is to be restored

## **8.6 LADDERS**

- 8.6.1 KAMATECH PROJECTS, through its Site Agent, will ensure that all ladders are of good construction, and wield adequate strength for safe use
- 8.6.2 No ladder shall be used under any circumstance which has a missing or defective rung or any rung which depends for its support solely on nails, spikes or other similar fixings.
- 8.6.4 No wooden ladder shall be used by KAMATECH PROJECTS workers at any site for any project unless made of uprights of adequate strength and made of straight-grain wood free from defects.

## **8.7 GENERAL HOUSEKEEPING**

- 8.7.1 Poor housekeeping enhances the causes of injury to workers through tripping, falling and slipping. ALL KAMATECH PROJECTS workers have a responsibility for ensuring that general housekeeping standards on site are maintained and uplifted.
- 8.7.2 All waste, rags, oils, grease, wood, plastics, scraps of metal etc. are immediately disposed of in the correct manner and in correct disposal bins.
- 8.7.3 Materials must be stacked and stored in a tidy and safe manner on sites of operation. Materials must not be stacked nor stored in areas where they could impede safe access or egress, or impede safe working of other workers.
- 8.7.4 Tools and other equipment must not be left in any area where they could possibly become a hazard.

## **8.8 FIRE PRECAUTIONS IN THE WORKPLACE**



- 8.8.1 It is the policy of KAMATECH PROJECTS to ensure that every effort is made to reduce both the likelihood of fire outbreak and control the severity of any outbreak of fire that does occur. The Site Agent will ensure that fire risks assessment is in place for KAMATECH PROJECTS operations.
- 8.8.2 Every KAMATECH PROJECTS worker should be very vigilant and report anything or any activity that could possibly be a fire hazard.
- 8.8.3 Workers must not, under any circumstances whatsoever, attempt to attack any outbreak of fire, unless they have received full and comprehensive training in the correct use of firefighting equipment, then only if it is safe to do so without endangering themselves and others.
- 8.8.4 KAMATECH PROJECTS will ensure that the following equipment is installed and present at site of operation;
- a) Fire extinguishers
  - b) Horse rills
- 8.8.5 No KAMATECH PROJECTS worker shall be permitted to smoke anywhere within the company premises and sites of operation unless the area is established as a smoking zone.

## **8.9 HEALTH SURVEILLANCE & HIV/ AIDS**

- 8.9.1 Were inherently required, KAMATECH PROJECTS shall ensure screening of its workers before execution of certain projects for the purposes of health and safety maintenance.
- 8.9.2 KAMATECH PROJECTS recognises the seriousness of the HIV/AIDS epidemic and its impact on the workplace. HIV and AIDS threaten productivity, profitability and the welfare of workers and their families and as such the company has established structures in place to ensure prevention and care of workers living with HIV/ AIDS.
- 8.9.3 In promoting HIV/ AIDS prevention at the workplace, KAMATECH PROJECTS will;
- a) Ensure availability of both male and female condoms and where appropriate information about their correct use and disposal
  - b) Build awareness on health care benefits of male circumcision and behaviour change
- 8.9.4 Where appropriate and necessary KAMATECH PROJECTS will provide counselling and psycho-social support to workers affected and infected with HIV and AIDS.
- 8.9.5 No person shall be required to undergo HIV testing or any other form of screening for HIV as a precondition to the offer of employment at KAMATECH PROJECTS.



- 8.9.6 No person employed by KAMATECH PROJECTS shall be required in any circumstance to disclose any information relating to HIV status, except with written consent from the person or unless the information is required to be disclosed in terms of any other law.
- 8.9.7 KAMATECH PROJECTS work promotions, termination of employment, transfer, training, or other worker development programmes shall not at any given moment be based on worker's real or perceived HIV status.
- 8.9.8 HIV status of any KAMATECH PROJECTS worker shall not affect his or her eligibility for any occupational or other benefit schemes provided for workers.
- 8.9.9 Every KAMATECH PROJECTS worker living with HIV/ AIDS shall be subject to the same conditions relating to sick leave as those applicable to any other worker
- 8.9.10 KAMATECH PROJECTS shall ensure training in exposure prevention of ALL;
- a) Workers working in conditions likely to be at risk of transmitting or acquiring HIV
  - b) Workers whose occupations put them at risk of exposure to human blood, blood products and other body fluids



**FOR ISSUE TO ALL KAMATECH PROJECTS WORKERS  
ON THE INITIAL INDUCTION PROGRAMME AND ALL  
EXISTING WORKERS**

**The appointed Site Agent who is responsible for safety, health and  
environment at KAMATECH PROJECTS is;**

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**CONTRACTED HEALTH AND SAFETY CONSULTANT**

**SHEQ GLOBAL FIRM**



## WRITTEN SHE POLICY STATEMENT

This sheet is to be completed by every worker joining KAMATECH PROJECTS Company on the induction program.

To ..... **[Worker Name in block letters]**

1. KAMATECH PROJECTS SHE Manual has been issued to you for your retention.
2. You are to ensure that you have read, noted and fully understood the contents of the extract and fully agree to strictly adhere to and abide by all company rules and safety procedures, at all times while employed by the company.
3. Please sign and date the certificate below

**DATE**.....

**EMPLOYER SIGNATURE** .....

*[On behalf of: KAMATECH PROJECTS]*

### CERTIFICATE

Certified that today I have received, a copy of the extract of KAMATECH PROJECTS Safety Health and Environment policy, I have read, noted and fully understand its contents and fully agree to strictly adhere to and abide by all company safety rules and procedures at all times whilst employed by the company.

**DATE:** .....

**WORKER SIGNATURE:** .....

**WORK LOCATION:** .....















## Our Track Record Speaks For Itself

More than  
**200**  
Projects  
Undertaken  
& completed to date

**20**  
Years  
Of Quality  
Service & Reliability

**YOU**  
Can Count  
On us too!



**KAMATECH**  
PROJECTS

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your mobile device.

# ELECTRICAL ENGINEERS & CONTRACTORS