

CONTENTS

	Page
1. INTRODUCTION	3
2. SUPPORTING CLAUSES	3
2.1 SCOPE	3
2.2 NORMATIVE/INFORMATIVE REFERENCES	3
2.3 DEFINITIONS	3
2.4 ABBREVIATIONS	4
2.5 ROLES AND RESPONSIBILITIES	4
2.6 PROCESS FOR MONITORING	4
2.7 RELATED/SUPPORTING DOCUMENTS	4
3. SCOPE OF WORK	5
3.1 SUPPLY OF COAL LABORATORY CONSUMABLES FOR A PERIOD OF 5 YEARS ON AN AS AND WHEN REQUIRED BASIS, AT LETHABO POWER STATION	.5
3.2 CONSUMABLE TYPES AND FUNCTIONAL LOCATIONS	.5
3.3 DETAILED SCOPE OF WORK	.6
4. AUTHORISATION	9
5. REVISIONS	9

CONTROLLED DISCLOSURE

1. INTRODUCTION

This scope of work defines the process which will be followed to supply Chemical Services, Monthly Water Samples Proficiency Testing Scheme Participation for Lethabo Power Station for a period of five (5) years.

2. SUPPORTING CLAUSES

2.1 SCOPE

This procedure deals with the method to supply Monthly Water Samples Proficiency Testing Scheme Participation for Lethabo Power Station for a period of five (5) years.

2.1.1 Purpose

The aim of this document is to determine the process which must be followed to supply Monthly Water Samples Proficiency Testing Scheme Participation for Lethabo Power Station for a period of five (5) years.

2.1.2 Applicability

This document shall apply to Chemical Services, Eskom Lethabo Power Station and the Contactor.

2.2 NORMATIVE/INFORMATIVE REFERENCES

2.2.1 Normative

- Procurement Strategy

2.2.2 Informative

- ISO 9001
- ISO 17043

2.3 DEFINITIONS

None

2.3.1 Classification

- a) Controlled disclosure: controlled disclosure to external parties (either enforced by law, or discretionary).

CONTROLLED DISCLOSURE

When downloaded from the database, this document is uncontrolled and it is the responsibility of the user to ensure that it is the same as the authorised revision on the data base
Copyright © 2008, Eskom Generation, Lethabo Power Station

2.4 ABBREVIATIONS

- PPE - Personal protective equipment
- SOW - Scope of work.

2.5 ROLES AND RESPONSIBILITIES

The overall responsibility for ensuring that the content of this procedure is followed shall lie with Contract Manager, Supervisor and Technician.

Contractor

- All contractors shall work within the parameter of the job description and scope of work. To keep all instructions/ procedures on hand and supply Eskom power station with reference to be included in this document and supply record and history requirements.
- Must perform work to the highest standard and regarding to the safety regulations, hold points and notify Eskom Supervisor/ Contract Manager when work is completed.
- Supply samples to be analysed monthly.
- Provide monthly report on z-scores.

Contract Manager

Ensure that:

- All workers have appropriate PPE.
- All workers are familiar with the risk assessment, safety precautions and hazards.
- The work is carried out by authorised or competent person.
- Ensure that all documents are accurately completed and signed before doing service entry on SAP.
- Oversee all the operations in work package.

Technician

- Receive the monthly samples and store them properly until analysis.
- Do sample preparation if required on the received PTS samples.
- Perform the analysis on received PTS samples and report on the worksheet provide.

2.6 PROCESS FOR MONITORING

- Scope of Work approval process
- Procurement Strategy Approval process
- Internal Audits
- Monthly Z-score reports

2.7 RELATED/SUPPORTING DOCUMENTS

CONTROLLED DISCLOSURE

When downloaded from the database, this document is uncontrolled and it is the responsibility of the user to ensure that it is the same as the authorised revision on the data base
Copyright © 2008, Eskom Generation, Lethabo Power Station

- Quality control records

3. SCOPE OF WORK

3.1 Monthly Water Samples Proficiency Testing Scheme Participation for Lethabo Power Station for a period of five (5) years.

Scope Description, Purpose and applicability

Monthly Water samples Proficiency Testing Scheme Participation for Lethabo Power Station for a period of five (5) years.

3.2 Required service from supplier and functional locations

This work is applicable to the following consumables:

Location	Type
Chemical Services Coal Laboratory	Monthly Water Samples Proficiency Testing Scheme Participation for Lethabo Power Station for a period of five (5) years.

3.3. Detailed scope of Work

Monthly Water Samples Proficiency Testing Scheme Participation for Lethabo Power Station for a period of five (5) years.

Group 1	Required participation analysis	Number of samples and sample size	Frequency
Trace Metals	Iron as Fe ppb	Supplier discretion	Quarterly
	Copper as Cu ppb		
	Zinc as Zn ppb		
	Lead as Pb ppb		
	Boron as B ppb		
	Barium as Ba ppb		

CONTROLLED DISCLOSURE

When downloaded from the database, this document is uncontrolled and it is the responsibility of the user to ensure that it is the same as the authorised revision on the data base
Copyright © 2008, Eskom Generation, Lethabo Power Station

	Strontium as Sr ppb		
	Molybdenum as Mo ppb		
	Silicon as Si ppb		
	Phosphorus as P ppb		
	Chromium as Cr ppb		
	Aluminium as Al ppb		
	Manganese as Mn ppb		
	Cadmium as Cd ppb		
	Arsenic as As ppb		
Group 2	Required participation analysis	Number of samples and sample size	Frequency
Nutrients	Total phosphate as P ppm	Supplier discretion	Quarterly
	Ammonia as N ppm		
	Nitrate as N ppm		
	Nitrites as N		
	Orthophosphate as P ppm		
	Oxygen Absorbed as O2 ppm		
	Chemical Oxygen Demand as O2 ppm		
	Total Organic Carbon as C ppm		
	Suspended Solids as SS ppm		

CONTROLLED DISCLOSURE

Group 3	Required participation analysis	Number of samples and sample size	Frequency
Minerals	pH @25 degrees Celsius Conductivity @25 degrees in mS/m Dissolved solids @ 180 degrees Celsius Calcium as Ca ppm Magnesium as Mg ppm Sodium as Na ppm Potassium as K ppm Chlorides as Cl ppm Sulphate as SO4 ppm Total alkalinity as CaCo3 ppm Fluoride as F ppm Turbidity NTU	Supplier discretion	Quarterly

4. AUTHORISATION

This document has been seen and accepted by:

Name	Designation
C Radebe	Chemical service Manager (Acting)

5. REVISIONS

CONTROLLED DISCLOSURE

When downloaded from the database, this document is uncontrolled and it is the responsibility of the user to ensure that it is the same as the authorised revision on the data base
Copyright © 2008, Eskom Generation, Lethabo Power Station