



*Contractors
Protocol
Guide*

All contractors working at the Point must sign acceptance of this protocol prior to any work commencing on site.

INTRODUCTION

The Durban Point Development Company (Pty) Ltd (DPDC) and the Durban Point Waterfront Management Association (DPWMA), in order to ensure the creation of a successful international “must see” development requires all developers, suppliers, and sub-contractors, etc. to follow and strictly adhere to the procedures set out hereunder.

PROCEDURE

1. The owner, or his agent, must give the Facilities Manager at least 14 days written notice of his intention to start building and at that stage provide him with the name of the contractor.
2. Prior to commencement of any construction works on site, the Developer shall furnish the Facilities Manager with a copy of a Site Development Plan (SDP), approved by the Design Review Panel, with full details pertaining to the contractors intended site establishment, arrangements for the contractor’s entrances, materials and plant storage, fencing and hoarding details, site office arrangements, security of the site and protection of adjacent sites, signage specifications and site management procedures.

On any site under development, not more than one contractor’s board, one Professional Team Board and one development board shall be permitted. These shall comply with the following requirements:-

- Position and detail of the boards require the prior written consent of the Facilities Manager.
- Maximum size shall be 3000 x 2000mm.
- The Boards must conform to the Temporary Signage Specifications as determined by the Design Review Panel.
- The boards shall be maintained parallel and plumb and in a clean, undamaged condition at all times.
- Boards shall be removed within two (2) weeks of occupation of the building.

The Facilities Manager may give notice to any member to remedy any contravention in respect of Developer/Contractor boards. Failure to comply with such notice shall constitute a contravention of this rule and shall be subject to the penalties described in Clause 10.

3. The location of the access, as indicated on the site plan, must be clearly marked and this will be the only access used onto the site.

4. The setting out of the building foundations and the drive way must be marked and approved before any construction may commence.
5. All indigenous plant material found on the site must be bagged and delivered to the DPWMA/DPDC Nursery for use in other areas of the Point. This work to be carried out prior to any other clearing of the area.

Listed structures will be preserved at all times.

6. The site must be screened with 80% shade cloth over a weld mesh fence or similar approved.
7. Regular inspections will be carried out during the building operations to ensure compliance with this protocol.
8. The DPWMA may in it's sole discretion appoint a Clerk of Works to safeguard the Association's interest.
9. Copies of work programmes and any revisions thereto must be lodged with the DPWMA.
10. A refundable "verge deposit" fee of R50 000 shall be paid to the DPWMA before commencement of any construction activity on site.

The following items, which pertain directly to building sites, should be specifically noted:

- No trees or shrubs may be removed without prior written permission.
- All contractors' yards will be located within the curtailage boundary.
- No contractor will be permitted to extend across adjoining sites.
- Contractors to make adequate provision for temporary chemical toilets that are adequately screened situated for the use of their employees, until such time as a full water-borne system has been installed.
- Contractors may make provision for catering facilities on their respective sites should such facilities be deemed necessary. Such facilities must be within the curtailage boundary and not be visible from the street. Contractors will take full responsibility for the actions of such caterers.
- The recruitment and hiring of staff within the Point Precinct is prohibited.
- No vehicles are allowed on kerbs and sidewalks/verges.
- The closest distance to the edge of the canal for vehicles is 3 metres.

The necessary precautions to prevent pollution, contamination or nuisance to adjoining areas must be taken at all times.

Storage and removal of site refuse, litter and rubbish is the responsibility of the Developer. Ad hoc rubbish pits will not be permitted; all refuse must be removed from site on a regular basis. Holding areas for rubble should be strictly within the contractor's site.

DPDC / DPWMA reserve the right to issue fines related to the nature and impact of failure to follow these procedures.

Anyone committing a breach of this Protocol shall be instructed to remedy such breach forthwith. Failure to comply with such an instruction within a period of five (5) days shall attract a fine of ONE THOUSAND RAND (R 1000.00). In addition to the imposition of a fine the Association reserves the right to rectify any wrongdoing and recover the cost from the Developer at fault. Any breach not remedied within the 5-day period shall attract an additional fine of R1000.00 per day until remedied.

11. Appeal Procedure

Lot Owners dissatisfied with any decision by the DPWMA may note an appeal in writing before a Committee appointed by the DPWMA Board for dispute resolution. The reasons for appeal must be spelled out and will only be limited to events where a fine has been imposed.

In addition to the above, the following security and access control items have been extracted from the security operations and procedures manual, which to the extent relevant shall form part of this Protocol.

The contractors / sub-contractors / suppliers must comply with the security regulations as amended from time to time.

Parking of vehicles will only be permitted within the demarcated areas – no parking will be permitted outside the demarcated areas or on adjoining sites without written permission from the Facilities Manager.

Maximum speed within the Point is limited to 40 kph for all construction vehicles, suppliers and sub-contractors.

Contractors will ensure that all permanently employed staff have laminated ID Cards in the approved format, bearing the Durban Point Logo displayed visibly on the person of the employee during normal working hours. Arrangements will be made with the Association on the type of ID cards for temporary employees.

GENERAL

It will be the Developer's responsibility to ensure that all relevant legislation, including the Occupational Health & Safety Act is observed and that the contractor, sub-contractor and employees adhere to the provisions of this protocol.

Please note that the DPWMA is operating a computerised Help Desk System where incidents pertaining to all public areas within the Point Precinct can be reported to at Tel: (031) 332 1099

SIGNED

DATE

REPRESENTING

(Name of Lot Owner)

DURBAN POINT WATERFRONT
MANAGEMENT ASSOCIATION
(Facilities Manager)