



External Supplier Control Obligations Occupational Health and Safety

Control Title	Control Description	Compulsory (YES/NO)
1. OCCUPATIONAL HEALTH AND SAFETY (OHS) MANAGEMENT SYSTEM		
1.1 OHS Management	<ul style="list-style-type: none"> Suppliers must have a defined and comprehensive OHS management system for the management of risks associated with all their activities and risk profile. The detailed elements of such system must be aligned to the relevant Absa OHS requirements. The Absa Group OHS Team has to be notified of the on boarding of a supplier in order to engage the supplier in terms of the detailed Absa OHS requirements related to suppliers. Any exemption as to any of the requirements in terms of an OHS management system or any of these requirements in the Supplier Control Obligations shall be requested from Absa Group OHS. Approval for any exemptions shall be at the discretion of Absa Group OHS. 	YES
1.2 Mandatory Agreement	<ul style="list-style-type: none"> Suppliers shall ensure that they have signed a mandatory agreement to evidence adherence to the relevant legislation. For RSA, such agreement shall be referred to as the 37(2) Agreement in terms of OHS Act. Absa Group OHS is the only authorised department at Absa to issue such a 37(2) agreement and obtain authorised signature thereof – Absa Group OHS should be contacted in this regard. The mandatory agreement should be renewed on an annual basis subsequent to internal documentation review and approval by Absa Group OHS, Legal and Compliance – The latest agreement should be requested from Absa Group OHS. 	YES
1.3 OHS Documentation submission and approval	<ul style="list-style-type: none"> All suppliers shall, upon engagement with Absa Group OHS receive training on Absa OHS requirements to enable suppliers to comply with the necessary controls. OHS documentation as prescribed by Absa Group OHS shall be required to be submitted in the relevant format and on the prescribed system. In order to assess and to provide assurance in terms of the supplier's OHS capabilities and systems; the supplier shall be required to develop and provide for review and approval by Absa Group OHS, OHS documentation, as per the applicable and prescribed Absa OHS review process. No supplier shall be permitted to commence any work without this approval. The following processes are applicable to all suppliers and any exception thereto will be at the discretion of Absa Group OHS: <ul style="list-style-type: none"> Annual Review Process. Project or Event Review Process. The specific requirements pertaining to the respective review processes are available upon request from Absa Group OHS. The review requirements shall be used as the framework and index of the OHS documentation and shall be compiled in the exact sequence provided in the review requirements. The supplier shall ensure that the approved OHS documentation from the annual review process is used as the basis upon which project, event and Site-specific documentation is formulated and implemented on Site. 	YES

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2. COMMITMENT TOWARDS OCCUPATIONAL HEALTH AND SAFETY		
2.1 Occupational Health and Safety Policy and Statement of commitment	<ul style="list-style-type: none"> The supplier must be able to demonstrate their commitment towards the health and safety of persons who may be affected by their acts or omissions whilst performing work on behalf of Absa. The supplier shall demonstrate this commitment by establishing a Policy Statement aligned with its OHS risk profile. Leadership and commitment by senior management (CEO or most senior management) provides the vision, establishes policy, sets goals, and provides resources to lead and support the implementation of the supplier OHS management programs and systems. 	YES
3. PLANNING OF THE OHS MANAGEMENT SYSTEM		
3.1 Hazard Identification and Risk Assessment	<ul style="list-style-type: none"> The supplier shall establish, implement and maintain documented procedures for the on-going and systematic identification of OHS hazards, the assessment of the risks and the determination of all necessary control measures. Evidence of gaps and remediation should be available on request for assurance and audit purposes. The supplier shall consider all its activities, products and services that may impact OHS to ensure effective control of them. This must take into account which activities, products and services are expected to have an influence on work conducted for and on behalf of Absa. The abovementioned items shall be evidenced by a risk assessment conducted by a competent Health and Safety Risk Assessor and be aligned to Absa OHS requirements pertaining to risk assessment. Such risk processes and assessment shall be implemented aligned with Absa's OHS requirements, available from Absa Group OHS. 	YES
3.2 Legal Compliance	<ul style="list-style-type: none"> Suppliers must ensure that they have adequate processes to identify all applicable OHS legislative requirements in the jurisdictions in which they provide services to Absa. Suppliers must comply with all applicable OHS legislative requirements in their local jurisdiction and have an adequate process to review compliance against local OHS legal requirements. Local legislation must be monitored and any new regulations/requirements that may impact the services provided to Absa must be assessed against any potential impacts and be highlighted to the Absa Supplier Manager. 	YES
4. OPERATION OF THE OHS MANAGEMENT SYSTEM		

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4.1 Competent OHS Support	<ul style="list-style-type: none"> Suppliers must have competent OHS advice and support for the jurisdictions in which they operate. Self-employed individuals may nominate themselves and approval of such shall be subject to review of Absa Group Occupational Health and Safety requirements. 	YES
4.2 OHS Attestations	<ul style="list-style-type: none"> Supplier Relationship Managers must ensure that the relevant OHS Attestation documents are obtained from Absa Group OHS and submitted by the Supplier upon on boarding. Furthermore, such attestations shall form part of the OHS submission required by the supplier for work to be done contracted by Absa. 	YES
5. MEASUREMENT AND MONITORING OF THE OHS MANAGEMENT SYSTEM		
5.1 Occupational injury and diseases compensation and insurance provisions	<ul style="list-style-type: none"> All employers in South Africa are required to be registered for Compensation for Occupational Injuries and Diseases Act (COIDA). This is a requirement for all Suppliers contracting with Absa. Suppliers doing business with Absa in countries other than South Africa, shall comply with the legislative requirements of that particular country. The supplier must provide Absa with a copy of their documentation or equivalent as determined by the relevant country legislation for: <ul style="list-style-type: none"> a) Workman's Compensation Fund b) Employment Injury Scheme c) Social Insurance Registration 	YES
5.2 Public Liability Insurance	<ul style="list-style-type: none"> The supplier shall be deemed to have a "duty of care" towards the organisation in the event that the supplier interacts with or works as contracted by Absa. As such the supplier must provide Absa with proof of public liability insurance appropriate to the level of risk and insurance required. 	YES
6. REVIEW OF OHS MANAGEMENT SYSTEMS		
6.1 Occupational Health and Safety System Review	<ul style="list-style-type: none"> The supplier shall, at intervals they determine themselves, but at least annually, review the OHS Management System to ensure its continued suitability, adequacy and effectiveness. The management review process shall ensure that the necessary information is collected to allow management to carry out this evaluation. This review shall be documented. 	YES
7. DEFINITIONS		

OHS	Occupational Health and Safety
Group OHS	Absa Group Occupational Health and Safety department
Supplier	Supplier and supplier (Upper and lower case) refers to the supplier directly contracted by Absa. Contractor and contractor (upper and lower case) shall, for the purposes of this document and Absa OHS requirements, have the same meaning.