



SAFARICOM PLC

**EXPRESSION OF INTEREST- PROVISION OF ENVIRONMENTAL, OCCUPATIONAL SAFETY
AND HEALTH AND FIRE SAFETY AUDITS AND RISK ASSESSMENT FOR SAFARICOM
FACILITIES AND BTS SITES**

Document Release Date : **19th January 2024**

Last Date for Receipt of Proposals : **25th January 2024**

1. INTRODUCTION

Safaricom Plc is the leading integrated communication services provider in Kenya and has a steadily growing subscriber base. The company is continuously expanding and upgrading its systems and processes to meet the changing needs of its customers. To meet this objective, Safaricom Plc continuously seeks to partner with competent suppliers and service providers for supply of various goods and services.

Safaricom Plc intends to seek for the services of Lead Experts or Environmental Auditors approved by the National Environment Management Authority (NEMA) and Safety and Health Advisers and Fire Safety Auditors approved by Directorate of Occupational Safety and Health Services (DOSHS).

The work will involve site visits, assessment of site operations/activities, identification of environmental, occupational health and safety aspects, evaluation of impacts including their significance including test measurements of various compliance parameters, identification of applicable policy and legal frameworks, collection and evaluation of public complaints, establishment of mitigation measures in form of environmental management plans, preparation of the reports including submission to NEMA and DOSH and follow up for approval.

The scope of work is limited to Safaricom facilities and their environs including public concerns, identification of relevant legal and policy frameworks and assessment thereof compliance status with specific reference to below key concerns;

- Occupational health and safety
- Electro-Magnetic Field (EMF)
- Base station operational process and impact to biophysical environment.
- Compliance to discharge standards for aquatic environment, surface and groundwater contamination.
- Socio-economic activities
- Water use and management
- Energy and material use.
- Air emissions
- Noise and vibrations
- Waste water generation
- Fire and emergency evacuation plans
- Radiation and hazardous waste/material handling, storage and disposal.
- Management of Suppliers and contractor activities
- Flora and fauna
- Consultation and Public Participation (CPP)
- Visual impact
- Ozone depleting substances, among others

2. AIMS AND OBJECTIVES

As a responsible company we are cognizant of the significance of the compliance with the laid down regulation in fostering the long-term sustainability of the organization. As an organization we are committed to 100% compliance with all environmental, occupational safety health and fire regulations.

As such we subject our facilities to regulatory audits on annual basis. To this end we are looking to partner with organization/institution with sufficient capacity, experience, and skills in provision of environment, occupational health safety and fires audit for Safaricom facilities.

This Expression of Interest (EOI) document is intended to lead to the identification of partners that can demonstrate having sufficient capacity and experience to provide environmental, occupational safety and health and fire safety audits for Safaricom facilities in a manner that enables Safaricom to meet its expectations of regulatory compliance.

The Expression of Interest should include the following documents:

1. Expression of Interest letter duly dated signed and stamped.
2. A proposal clearly indicating the following: -
 - When the organization was set up and how many years they have been operating in conducting Environmental Audit, Safety and Health Audit, Fire Safety Audit and Risk audit. Attach certificate of incorporation
 - The knowledge, skills, expertise and experience of the company and personnel in provision of environmental, occupational health and fire risk audit
 - Requisite certifications of the firm and personnel -Proof that firm and Leads Expert are registered by National Environment Management Authority (NEMA), Safety and Health Advisors and Fire Safety Auditors are Auditors approved by Directorate of Occupational Safety and Health Services (DOSHS). Attach supporting documentation and any other accreditation or any equivalent association or membership, locally or internationally that the organization, the experts, advisors and auditors have.
 - A current list of clientele where similar services has been carried out in the last 3 years.
 - Confirm if the organization shall work as a single entity or as a consortium/partnership, if working as a consortium please provide entity names of the partners.

3. Project Deliverables

The specific deliverables are listed below.

a) Environmental Audits

- Conduct site surveys of the Safaricom facilities and BTS sites and prepare statutory environmental audits of the mentioned Safaricom sites in accordance with the Environmental Management and Coordination Act (EMCA) 1999 and

the EIA/EA regulation 2003 (Revised 2019), and against other legislative, international and best practice benchmarks.

- Establish mitigation measures for the identified significant environmental impacts and present in environmental management plans.
- Carry out actual radio frequency emission measurements that shall form the benchmark to test against the International Commission on Non-Ionizing Radiation Protection (ICNIRP) emission limits.
- Carryout tests against NEMA standards and other relevant standards for all identified compliance test parameters e.g. noise, air emissions, etc.
- Prepare draft environmental audit reports for each facility and BTS site for management review and feedback.
- Prepare draft electromagnetic frequency (EMF) reports for each facility and BTS for management review and feedback.
- Prepare draft air emissions testing reports for each facility and BTS for management review and feedback.
- Prepare draft noise and excessive vibrations report for each facility and BTS for management review and feedback.
- Provide recommendations in the EA reports, for effective control/mitigation measures for all existing and foreseeable non-conformities associated with the nature and scale of activities carried out in each of the Safaricom sites that may affect the environment (land, air and water) and employees or other persons lawfully present within the facilities.
- Ensure that the mentioned remedial measures are well presented in an environmental management plan complete with suggested timelines, responsibilities and estimated costs of controls.
- Prepare and submit final environmental audit reports as per the EIA/EA regulations of 2003 (Revised 2019) both to Safaricom and the National Environment Management Authority.
- Prepare and submit final electromagnetic frequency (EMF) reports for each facility and BTS to both Safaricom and the National Environment Management Authority.
- Prepare and submit final air emissions testing reports for each facility and BTS to both Safaricom and the National Environment Management Authority.

- Prepare and submit final noise and excessive vibrations report for each facility and BTS to both Safaricom and the National Environment Management Authority.
- Presentation of the environmental audit findings to Safaricom.
- Provide audit follow-up services in form of professional advice in the implementation of corrective action identified.

b) Occupational Health and Safety Audit;

- Conduct site visits of the Safaricom sites listed in Appendix 1 and prepare statutory OSH audits of the Safaricom sites against legislative, international, and best practice benchmarks.
- Prepare draft audits for each facility for management review and feedback.
- In the reports, recommend effective control/mitigation measures for all existing and foreseeable hazards associated with the nature and scale of activities carried out in each of the Safaricom sites that may affect the health and/or safety of employees or other persons lawfully present within the facilities. The auditors shall ensure that the mentioned remedial measures are well presented in a Health & safety management plan complete with suggested timelines, responsibilities and estimated costs of controls.
- Prepare and submit final audit reports both to Safaricom and the Directorate of Occupational Safety and Health Services (DOSHS). One hard copy to be submitted to DOSHS (except for Nairobi County which is submitted online) and another hard copy of each report submitted to Safaricom. A soft copy shall be submitted to Safaricom and upload in Safaricom EMS portal for all the reports.
- After the audit, develop and present a Grand Occupational Safety and Health Management Plan including suggested timelines, responsibilities and estimated costs of controls as well as site specific occupational safety and health plan.
- Presentation to Safaricom the Audit Findings.
- Provide audit follow-up services in form of professional advice in the implementation of corrective action identified.
- In addition, conduct risk assessments (as defined in Part II, Section 6, Subsection 3 of the OSH Act of 2007) in relations to the safety and health of persons employed and present the findings in a risk assessment reports for each site identifying preventive and protective measures to ensure that under all conditions of their intended use, all chemicals, machinery and equipment, tools and processes under Safaricom's control are safe and without risk to health.
- The Risk Assessment report too should follow the requirements of the OSH Audit above.

c) Fire Safety Audits.

- Conduct site surveys of the Safaricom Limited's Facilities and prepare statutory Fire Safety audits of each of the facilities against legislative, international and best practice benchmarks.
- Prepare draft audits for each facility for Safaricom management review and feedback.
- Prepare and submit final audit reports both to Safaricom and the Directorate of Occupational Safety and Health Services (DOSHS). One hard copy to be submitted to DOSHS (except for Nairobi County which is submitted online) and another hard copy of each report submitted to Safaricom. A soft copy shall be submitted to Safaricom and upload in Safaricom EMS portal for all the reports.
- Provide audit follow-up services in form of professional advice in the implementation of corrective action identified.
- After the audit, develop and present a Grand Occupational Safety and Health Management Plan including suggested timelines, responsibilities and estimated costs of controls as well as site specific occupational safety and health plan.
- Presentation to Safaricom the Audit Findings.
- Finally, prepare fire risk assessment reports for each site.

In General

- Ensure that all legal and regulatory requirements are met during the contract period, including that all licenses are kept valid throughout the period of engagement.
- Ensure that they have adequate resources to meet the requirements of the contract, including adequate human resources, vehicles, tools, computer equipment, amongst others.
- Maintain a valid certificate of professional indemnity throughout the contract period.
- Maintain valid licenses as NEMA approved EIA/EA experts, DOSHS approved Safety & Health Advisers and DOSHS approved Fire Safety Auditors throughout the contract period.

- Ensure adherence to positive health and safety work practices whilst undertaking the scope of works outlined in the contract, with specific emphasis placed at the various Safaricom premises and work/ business environments.

4. NEXT STEPS

The next steps will be as below: -

- a) Evaluation of the Expression of Interest submission
- b) Shortlisting of companies/organization
- c) Prequalification of shortlisted companies (where applicable)
- d) Issue Request for Proposal tender document

5. RESPONSES

Organizations are advised to submit their responses via return email by **Thursday 25th January 2023 4:00 pm (EAT) on Date, Month, 2023** via email to scelestine@safaricom.co.ke and mododa@safaricom.co.ke

NOTE: -

- Safaricom Plc reserves, at its sole discretion, the right to select or reject, either in totality or partially, any or all proposals made in the context of this EOI. Any such decisions made will be final and no correspondence will be engaged into, other than for the purpose of informing the bidders of the outcome of the process.
- This is not a tender.
- Only the suppliers who provide the required details will be considered for further discussions.
- No prices should be provided with this EOI.