

9. FIRE FIGHTING EQUIPMENT INSPECTION (Monthly)

FIRE EXTINGUISHERS

- ☐ There must be at least one serviced fire extinguisher for every two pump islands or as per local Fire Department requirement.
- ☐ There must be additional fire extinguishers as follows: 1 in the shop & 1 in the back office

FIRE HOSE REEL: Required for sites with storerooms (Remember checklist)

FIRE HYDRANT: May be required by local legislation.

FIRE BLANKET: Found in Kitchens & cooking areas.

Date	Inspected by	Item Checked (Extinguisher / Reel / Hydrant / Blanket)	Condition	Action taken (where required)
06/06/2025	RIAZ / ERIC	ALL FIRE EQUIPMENT	Good	No ACTION NEEDED <i>ERIC</i>
01/07/2025	Adeeb / Eric	ALL Fire Equipment in order	Good	No Action Needed <i>Adeeb</i>
02/08/2025	RIAZ / ERIC	ALL FIRE EQUIPMENT IN GOOD ORDER	Good	No ACTION NEEDED <i>ERIC</i>
17/09/2025	Adeeb / Austin	ALL Fire Equipment in good order	Good	No Action Needed <i>Adeeb</i>
01/10/2025	Adeeb / Eric	ALL Fire equipment in good order	Good	No Action Needed <i>Adeeb</i>
24/10/2025	RIAZ / ARTHUR	1X HOSE REEL REPAIRED	Good	ALL EQUIPMENT CHECKED & SERVICED. * <i>ARTHUR</i>
30/11/2025	Adeeb / Siby	ALL Fire Equipment in good order	Good	No Action Needed <i>Adeeb</i>
30/11/2025	Adeeb / Eric	ALL Fire equipment in good order	Good	No Action Needed <i>Adeeb</i>
09/12/2025	Adeeb / Eric	ALL Fire equipment in good order	Good	No Action Needed <i>Adeeb</i>
24/01/2026	Adeeb / Yanga	ALL Fire Equipment in Good order	Good	No Action Needed <i>Adeeb</i>
26/03/2026	Adeeb / Eric	ALL Fire Equipment in Good order	Good	No Action Needed <i>Adeeb</i>

10. PUMP/DISPENSER/HOSE/NOZZLE INSPECTIONS (Monthly)

The following procedure is to be adopted by the retailer.

The objective is to ensure that the safety of persons on the premises is not compromised and that the environment is not exposed to the risk of pollution:

Covers are to be removed from the pumps/dispensers and the following checked:

- ☐ Pump/Dispenser Hoses - Free of cracks, excessive wear (exposing steel reinforcement) and other damage.
- ☐ Pump/Dispenser Structure - In sound physical condition.
- ☐ Pump/Dispenser Sumps are free of product / water.
- ☐ Fan belts are to have suitable tensioning / play.
- ☐ No leaks on unions and joints.
- ☐ Wires on electrical junction boxes are not exposed.
- ☐ All Conduits / ducts are sealed to ensure that vapours do not migrate to other areas.
- ☐ Inspect Shear Valves to ensure that they are securely installed, where applicable.

Date	Inspected by	Condition/Comments	Action taken (where required)
11/03/2026	Adeeb	Pump 6 Metal/pierced pipe	AL 0000 2759
11/03/2026	Adeeb	Pump 4 Nozzle 1 ^{Not} dispensing	AL 0000 2670
24/03/2026	Adeeb/Riaz	27/01/2026 Air Gauge must be fixed	AL 0000 2682
21/03/2026	RIAZ	All EQUIPMENT IN GOOD ORDER	NO ACTION NEEDED

11. DIPSTICKS INSPECTION (Monthly)

The inspection needs to cover the following:

- ☒ Only wooden dipsticks in use
- ☒ One dipstick per product and clearly marked as ULP/DGO
- ☒ Correct size dipstick for tank size
- ☒ Dipsticks not faded, bent or worn.

Date	Inspected by	Condition/Comments	Action taken (where required)
29/04/2025	Adeeb / Austin	New dipsticks in good working order	No Action Need Adeeb
27/05/2025	Adeeb / Austin	Good working order.	No Action Needed Adeeb
06/06/2025	RIAZ / ERIC	DIPSTICKS IN GOOD CONDITION	No ACTION NEEDED RIAZ
01/07/2025	Adeeb / Eric	Dipsticks in good working condition	No Action Needed Adeeb
27/07/2025	Adeeb / Yanga	In good working order / Visible	No Action Needed Adeeb
02/08/2025	RIAZ / ERIC	DIPSTICKS IN GOOD CONDITION	No ACTION NEEDED RIAZ / ERIC
17/09/2025	Adeeb / Austin	In good working order	No Action Needed Adeeb / Austin
21/10/2025	Adeeb / Eric	In good working order	No Action Needed Adeeb
20/11/2025	Adeeb / Sib	In good working order	No Action Needed Adeeb
20/12/2025	Adeeb / Eric	IN good working order	No Action Needed Adeeb
12/01/2026	RIAZ / AUSTIN	DIPSTICK MARKING NOT CLEAR	NEW DIPSTICKS ORDERED.
21/01/2026	RIAZ / ADEEB	RECEIVED NEW DIPSTICKS (5)	EXIN0062582 #
24/01/2026	RIAZ / ERIC	NEW DIPSTICKS ISSUED: X (5)	REPLACED ALL 5 DIPSTICKS.
21/03/2026	RIAZ	In Good working order	No Action Needed
09/04/2026	Adeeb / Sib	In Good working order	No Action Needed

12. OBSERVATION WELLS (Monthly)

- ☐ Observation wells will be installed within the tank farm area at certain Retail sites.
- ☐ The requirement is that these observation wells need to be inspected on a monthly basis by the Retailer.
- ☐ The observation is to take place by using a clean dip stick. The inspection takes place by opening the hatch and dipping with a clean dip stick. Look for visible signs of fuel and use smell to detect a strong presence of fuel.
- ☐ The results are to be uploaded into the HES Inspection Register.
- ☐ If fuel is present, the Retailer is to notify the Business Consultant immediately

Date	Inspected by	Status description – eg. Fuel smell, no product, water, etc.						Actions taken for presence of fuel
		Well 1	Well 2	Well 3	Well 4	Well 5	Well 6	
19/03/25	Adeeb	Called logged by STILCON Head office by Pragma / Allin Working order						
27/03/2025	RIAZ / Austin	WAITING ON PRAGMA FOR INSPECTION.						
29/04/25	Adeeb / Austin	All in working order						Adeeb
12/05/25	Adeeb / Riaz	Alarm went off water in containment						AR:006J452
		1. Called logged for inspection.						Adeeb
15/05/25	Adeeb	Durbell on site for inspection						
		Waiting on seal replacements						Adeeb
27/06/2025	Adeeb	Durbell replaced Seal Second time due to heavy rain						Adeeb
25/07/2025		Alarm went off for water in containment 1. Was cleaned and dried after rain. All in good working order.						Adeeb
17/09/2025		All in Good working order						Adeeb
10/10/2025	ONKE GPT	ALL IN ORDER - GAS LEVELS CHECKED 1X CHAMBER - OIL						RIAZ
24/02/2026	Adeeb	All in Good working order						Adeeb
14/04/2026	- SAMPLES TAKEN BY KEAGAN -						RIAZ	

15 - HAZARDOUS WASTE DISPOSAL REGISTER AND CERTIFICATE / MANIFEST

(Empty Oil Container, Contaminated Waste and Liquid Disposal)

The following procedure should be adopted and maintained when disposing of Hydrocarbon contaminated waste, empty oil containers or other metal or plastic containers which previously contained hazardous substances:

- ☐ The empty used oil containers are to be drained to ensure that the hydrocarbon residue is kept to a minimum.
- ☐ The empty used oil containers are to be stored in a sealed bin that is labelled as hazardous waste.
- ☐ The empty containers and the hazardous liquid are to be collected by an approved recycling / waste disposal company.
- ☐ Ensure that the waste manifest is obtained from the approved recycling company confirming that the containers and/or hazardous liquid was disposed of in accordance with local legislation.
- ☐ Waste collected from spill clean-up (including the absorbents and rags) are also classified as hazardous waste and should be disposed of appropriately.
- ☐ The "Certificate of Safe Disposal" (normally received after waste manifest) are to be kept in this section of this SHEQ File and made available for inspection upon request.
- ☐ All other hydrocarbon contaminated waste, including contaminated rags and sludge / effluent from Oil-Water-Separators, must also be treated as Hazardous Waste and disposed of appropriately.
- ☐ The disposal of all empty oil cans and hazardous liquid from the facility is recorded below:

Date	Waste Disposal Company Name	Approximate Quantity in Litres / Kilograms	Waste Manifest Certificate	Safe Disposal Certificate
07/01/2026	Ncinci Ndiqala	1x bag	50560	50560
08/01/2026	Ncinci Ndiqala	1x bag	50646	50646
19/02/26	Ncinci Ndiqala	1x bag	50767	50767
25/03/26	Ncinci Ndiqala	1x bag	51701	51701
13/04/2026	NCINCA NDIQALA	1x BAG	51392	51392

16. EMERGENCY RESPONSE DATA VERIFICATION (QUARTERLY)

- ☐ To ensure that contact names and relevant telephone numbers are current and correct, the Retailer is required to conduct the following on a quarterly basis:
- ☐ Verify with the Business Consultant during Call Agenda that the contact details and numbers appearing on the emergency response plan template are still current.
- ☐ The contact names and numbers were last confirmed to be correct and current on the following dates:

DATE	CHECKED BY	REMARKS
18/12/2024	Adeeb	ALL INFO DISPLAYED
23/01/2025	Adeeb	ALL INFO DISPLAYED
28/02/2025	Adeeb	ALL INFO DISPLAYED
27/03/2025	Adeeb	ALL INFO DISPLAYED
29/04/2025	Adeeb	ALL INFO DISPLAYED
27/05/2025	Adeeb	ALL INFO DISPLAYED
29/05/2025	Adeeb	ALL INFO DISPLAYED
01/07/2025	RIAZ & ADEEB	INFO UPDATED & DISPLAYED
02/08/2025	RIAZ & ERIC	ALL INFO DISPLAYED & CHECKED
17/09/2025	Adeeb & Austin	ALL INFO Displayed and checked.
21/10/2025	Adeeb & Eric	ALL INFO Displayed
30/11/2025	Adeeb & Sibon	ALL INFO Displayed
30/12/2025	Adeeb & Eric	ALL INFO Displayed
09/01/2026	Adeeb & Eric	ALL INFO Displayed
24/02/2026	Adeeb & Yanga	ALL INFO Displayed
26/03/2026	Adeeb & Eric	ALL INFO Displayed
15/04/2026	RIAZ & PETER	NEW INFO UPDATED & DISPLAYED

PRODUCT STORAGE CAPACITY ON SITE

TANK No	CAPACITY	PRODUCT	ABOVE/ UNDERGROUND
1	30 000 litres	ULP 95	Underground
2	30 000 litres	ULP 95	Underground
3	30 000 litres	Diesel 50 ppm	Underground
4	30 000 litres	Diesel 50 ppm	Underground
5	30 000 litres	ULP 95	Underground

OTHER FLAMMABLE CHEMICALS STORED ON SITE

NAME	CAPACITY	DESCRIPTION
N/A		

CONTACT NAMES AND NUMBERS

CONTACT	NAME	TEL - OFFICE	CELLPHONE
Retailer	Riaz Jaffer	0215699399	083 226 3251
Manager	Peter Arendse	0215699399	084 308 8116
Territory Manager (Retail)	Mercia Smith	0214037911	083 255 5081
Retail Sales Manager	Naseem Fataar	0214037911	0837080139
SHEQ Specialist	Amelia Haycock	0214037911	0824441362
Security Advisor	Yusmina Clark	0214037911	0812191365
Maintenance & Construction Specialist	Wiehann MacLagan	0214037911	0835007896
Pragma - Call Centre	Helpdesk	021 9434197	021 9434197
		0768886166	0768886166
		0764226277	0764226277
Hospital / Medical Emergency	Somerset Hospital	021 402 6911	911
Police	Table Bay	021 403 1000	10111
Fire Department	Local Fire Department	021 444 8963	107

Emergency Response Plan

Minor Incidents	Major Incidents	Catastrophic Incidents
- Suspected Leaking Tanks, Pipelines or Pumps - Product Contamination / mix - WSM Out of Tolerance results:- - Variance > 0,5% - More than 18 days of loss or gain in a month 5 days of consecutive loss or gain in a month - Sudden increase in water level and - Water level > 2,5cm - Security or Crime related incidents like but not limited to:- - Theft - Drive-offs - Assaults - Incipient fires which are in its initial stage and can be easily controlled and extinguished by using portable fire fighting equipment	- Spills to land > 10 litres - Small Fire extinguished without external assistance - All hazardous chemical spills to water - External product related complaints - ATM and Safe Bombings - Bomb Threat - Unrest (Threat) - Armed Robberies - Injury requiring hospitalisation - Fatalities - Any media attention - Fires that require assistance from the Local Municipality	- Fires requiring external assistance, including Disaster Management - Natural Disaster - Evacuation
ACTION	ACTION	ACTION
- Use SWR (Stop Work Responsibility) - Suspend use of suspect equipment - Notify Territory Manager - Notify District Security Advisor (if security Related) - Report to SAPS (if security related) - Record incident in SHEQ Incident Register <i>These incidents require the Retailer to make immediate telephonic contact with Astron Energy.</i> Stop Work Responsibility You are responsible and authorised to stop any work that is deemed to be unsafe.	- Use SWR (Stop Work Responsibility) - Suspend use of suspect equipment - Notify Territory Manager - Notify SHEQ Specialist (if related to SHEQ incident) - Notify District Security Advisor (if Security Related) - Report to SAPS and open a case (if security related) - Record incident in SHEQ Incident Register <i>These incidents require the Retailer to make immediate telephonic contact with Astron Energy.</i>	- Use SWR (Stop Work Responsibility) - Suspend use of equipment - Notify Territory Manager - Notify SHEQ Specialist (if related to SHEQ incident) - Notify relevant Emergency Services - Record incident in SHEQ Incident Register <i>These incidents require the Retailer to make immediate telephonic contact with Astron Energy.</i>

PRODUCT STORAGE CAPACITY ON SITE			
TANK No	CAPACITY	PRODUCT	ABOVE/UNDERGROUND
1	30 000l	ULP	UNDERGROUND
2	30 000l	ULP	UNDERGROUND
3	30 000l	DIESEL	UNDERGROUND
4	30 000l	DIESEL	UNDERGROUND
5	30 000l	ULP	UNDERGROUND

OTHER FLAMMABLE CHEMICALS STORED ON SITE		
NAME	CAPACITY	DESCRIPTION

CONTACT NAMES AND NUMBERS			
CONTACT	NAME	TEL – OFFICE	CELLPHONE
Retailer	Riaz Jaffer	021 569 9399	083 226 3251
Business Consultant	Mercia Smith	021 403 7911	083 255 5081
Territory Manager (Retail)	Naseem Fataar	021 403 7911	083 708 0139
Retail Manager	Peter John Arendse	021 403 7911	084 308 8116
SHEQ Specialist	Amelia Haycock	021 403 7911	082 444 1362
Security Advisor	Jessie Clark	021 403 7911	081 219 1365
Maintenance & Construction Specialist	Wiehann MacLagan	021 403 7911	083 500 7896
Pragma – Regional Call Centre		021 943 4197	021 943 4197
Standby1	Helpdesk	076 888 6166	076 888 6166
Standby2		076 422 6277	076 422 6277
Hospital / Medical Emergency	Somerset Hospital	021 402 6911	
Police	Table bay	021 403 1000	
Fire Department	Roeland Street	021 444 8963	

17.

DRILL:

- ☐ Each Retail facility should conduct an Emergency Drill at least quarterly.
 - This drill could include Fire, medical response, spill response, etc.
- ☐ The date and details of the drill needs to be kept in the SHEQ File.

DATA VERIFICATION:

- ☐ To ensure that contact names and relevant telephone numbers are current and correct, the Retailer is required to conduct the following on a quarterly basis:
- ☐ Verify with the Business Consultant during Call Agenda that the contact details and numbers appearing on the emergency response plan template are still current.

Date	Drill Type / Scenario	ERP Data Verified (Yes/No)
	NO DRILLS CARRIED OUT - WAITING FOR FLOOR PLAN & LAYOUT, AS WELL AS CLEARLY MARKED ASSEMBLY POINTS.	YES
24/02/2024	NO DRILLS CARRIED OUT - WAITING FOR FLOOR PLAN & LAYOUT AS WELL AS CLEARLY MARKED ASSEMBLY POINTS	YES ! ASTRON & V.P.A. RIAZ
29/05/2024	NO DRILLS CARRIED OUT.	RIAZ
30/11/2025	NO DRILLS CARRIED OUT.	Adleeb

18. GENERATOR INSPECTIONS (Quarterly)

The following items should be checked on the Generator on a quarterly basis.

- ☐ Generator is switched on and tested at least quarterly to ensure it will start in the event of a power failure.
- ☐ Overall condition, i.e. no loose wires / connections, buttons not stuck, no signs of corrosion, no debris around generator, no weeds / plants growing close to intake/exhaust pipe.
- ☐ Battery is good condition, i.e. not cracked, good connection on poles, poles not corroded, water level correct, tray is good condition.

Date	Inspected By	Switched on and Tested (Y/N)	Surrounding Area is clear (Y/N)	Battery Good (Y/N)	Oil & Fuel Condition Good (Y/N)	General Condition
29/04/2025	Adeeb / Austin	No	Yes	Yes	Yes	Good
27/05/2025	Adeeb / Austin	No	Yes	Yes	Yes	Good
06/06/2025	RIAZ / ERIC	No	YES	YES	YES	Good
01/07/2025	Adeeb / Eric	No	Yes	Yes	Yes	Good
17/09/2025	Adeeb / Austin	No	Yes	Yes	Yes	Good
21/10/25	Adeeb / Eric	No	Yes	Yes	Yes	Good
20/11/2025	Adeeb / Sibou	No	Yes	Yes	Yes	Good
20/12/2025	Adeeb / Eric	No	Yes	Yes	Yes	Good
09/01/2026	Adeeb / Eric	No	Yes	Yes	Yes	Good
24/02/26	Adeeb / Yanga	No	Yes	Yes	Yes	Good
26/03/2026	Adeeb / Eric	No	Yes	Yes	Yes	Good

19. Safety Data Sheet & HES Book of Rules

Safety Data Sheets

Retailer to ensure that the Safety Data Sheets [formerly known as Material Safety Data Sheet(MSDS)] for all chemicals and substances handled at the site are available and retained in this section of the HES Inspection Register. The file should include SDS for the following products:

- ☐ Unleaded Petrol – grade should depend on what is being sold at the site
- ☐ Diesel – grade should depend on what is being sold at the site
- ☐ Used Engine Oil
- ☐ Lubricants – all products being sold at the site
- ☐ Chemicals – all other chemicals being used on site

HES Book of Rules

This section should also contain the latest signed version of the HES Book of Rules.

- ☐ Latest version of HES Book of Rules in place and acknowledgement signed by the Retailer and BC.

Safety Data Sheet



1. IDENTIFICATION

GHS Product Identifier PETROL

SDS Number: 990058
CAS Number: 86290-81-5

Synonyms:

Recommended use Fuel. Motor fuel for spark-ignition engines. Not for aviation use.
Recommended restrictions Should not be used as a solvent or cleaning agent.

Company Name: Astron Energy (Pty) Limited
Address: 5 Century Boulevard, Century City
Cape Town

Telephone: 0860 300 860
South Africa

Emergency Numbers: (SDS Requests: Customer Service Centre)
Ambulance (Botswana): 997

Ambulance (South Africa): 10177

Poison Information Centre: +27 861 555 777

2. HAZARD(S) IDENTIFICATION

Physical Hazards	Flammable liquids.	Category 1
Health Hazards	Type	Category
	Skin corrosion/irritation.	Category 2
	Gen. cell mutagenicity.	Category 1B
	Cardiogenicity.	Category 1B
	Reproductive toxicity (the unborn child).	Category 2
	Specific target organ toxicity following single exposure.	Category 3 narcotic effects
	Aspiration hazard.	Category 1

Environmental Hazards

Type	Category
Hazardous to the aquatic environment, acute hazard.	Category 2
Hazardous to the aquatic environment, long-term hazard.	Category 2

Label Elements

Labels



Signal word

Danger.

Hazard statement

Extremely flammable liquid and vapour. Causes skin irritation. May cause genetic defects. May cause cancer. Suspected of damaging the unborn child. May cause drowsiness or dizziness. May be fatal if swallowed and enters airways. Toxic to aquatic life with long lasting effects.

Bantex

WATERFRONT
S / STATION

DIPS &
METER READINGS

8

Bantex

WATERFRONT
S / STATION

FUEL
DELIVERIES

9

Bantex

WATERFRONT
S / STATION

EQUIPMENT
MAINTENANCE

5

Bantex

WATERFRONT
S / STATION

FORECOURT
MAINTENANCE

16

Bante

WATERFRONT
S / STATION

RIAZ
PERSONAL

17

Bantex

Bantex

Bantex

Bantex

WATERFRONT
S / STATION

EQUIPMENT
MAINTENANCE

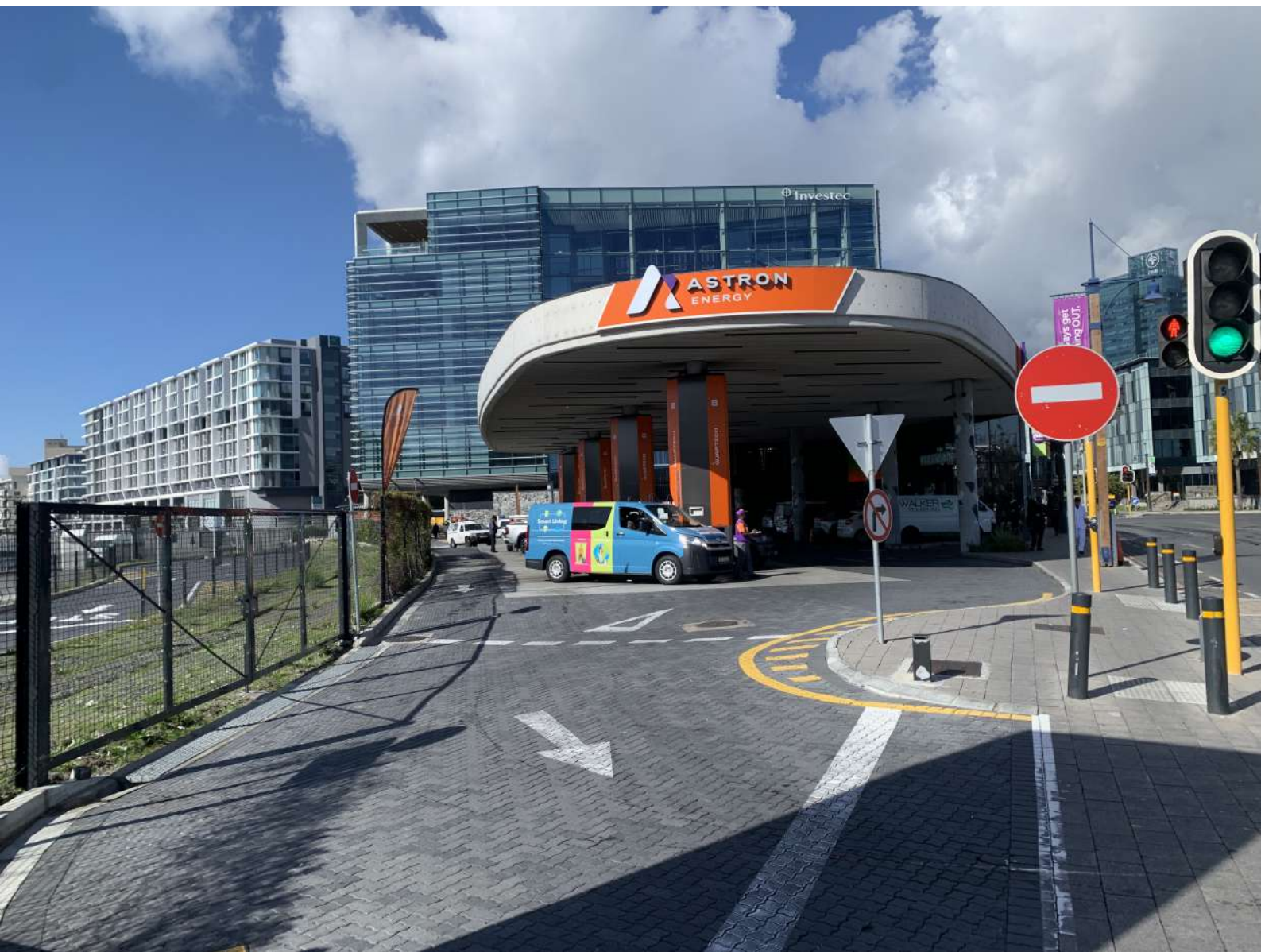
15

Bantex

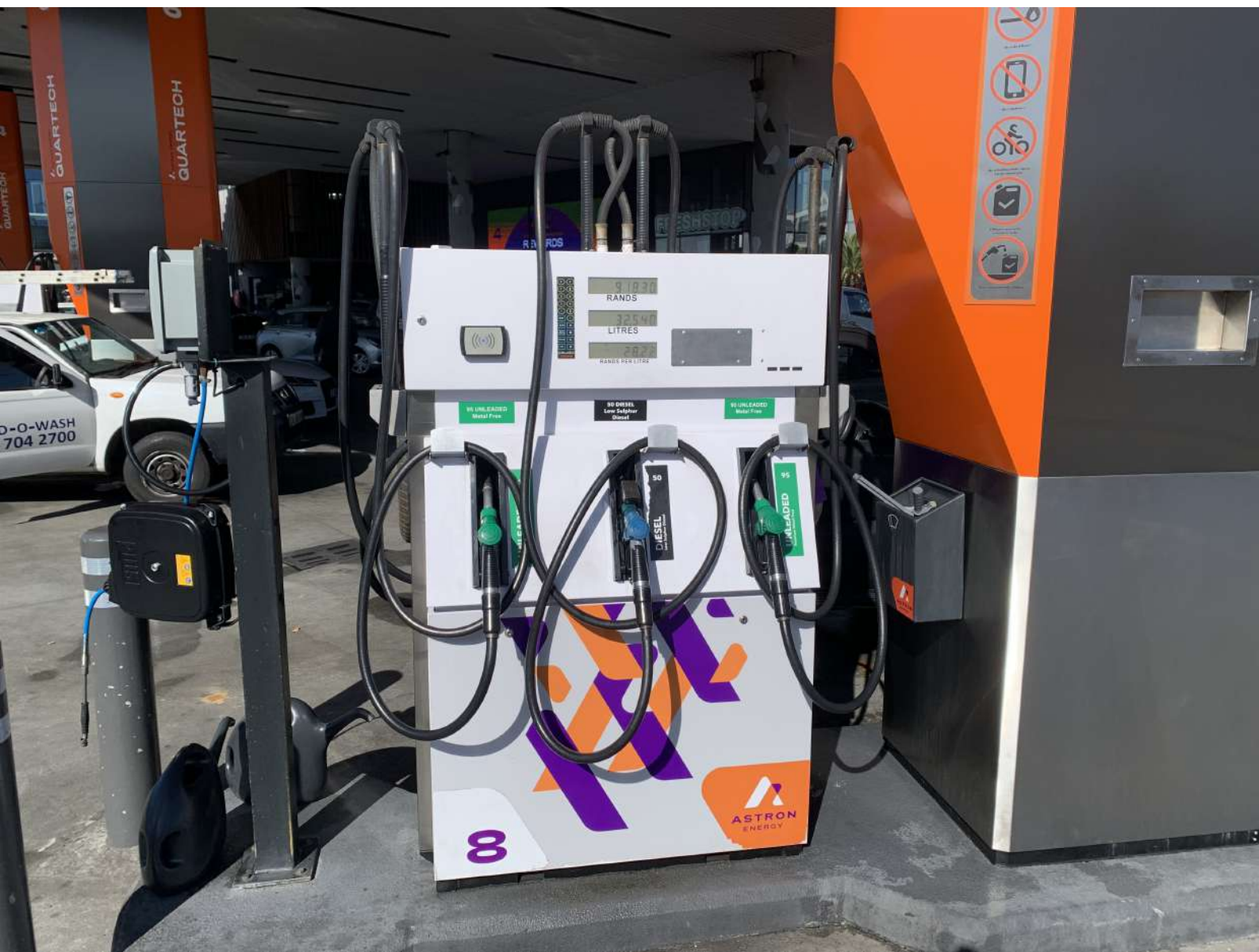
WATERFRONT
S / STATION

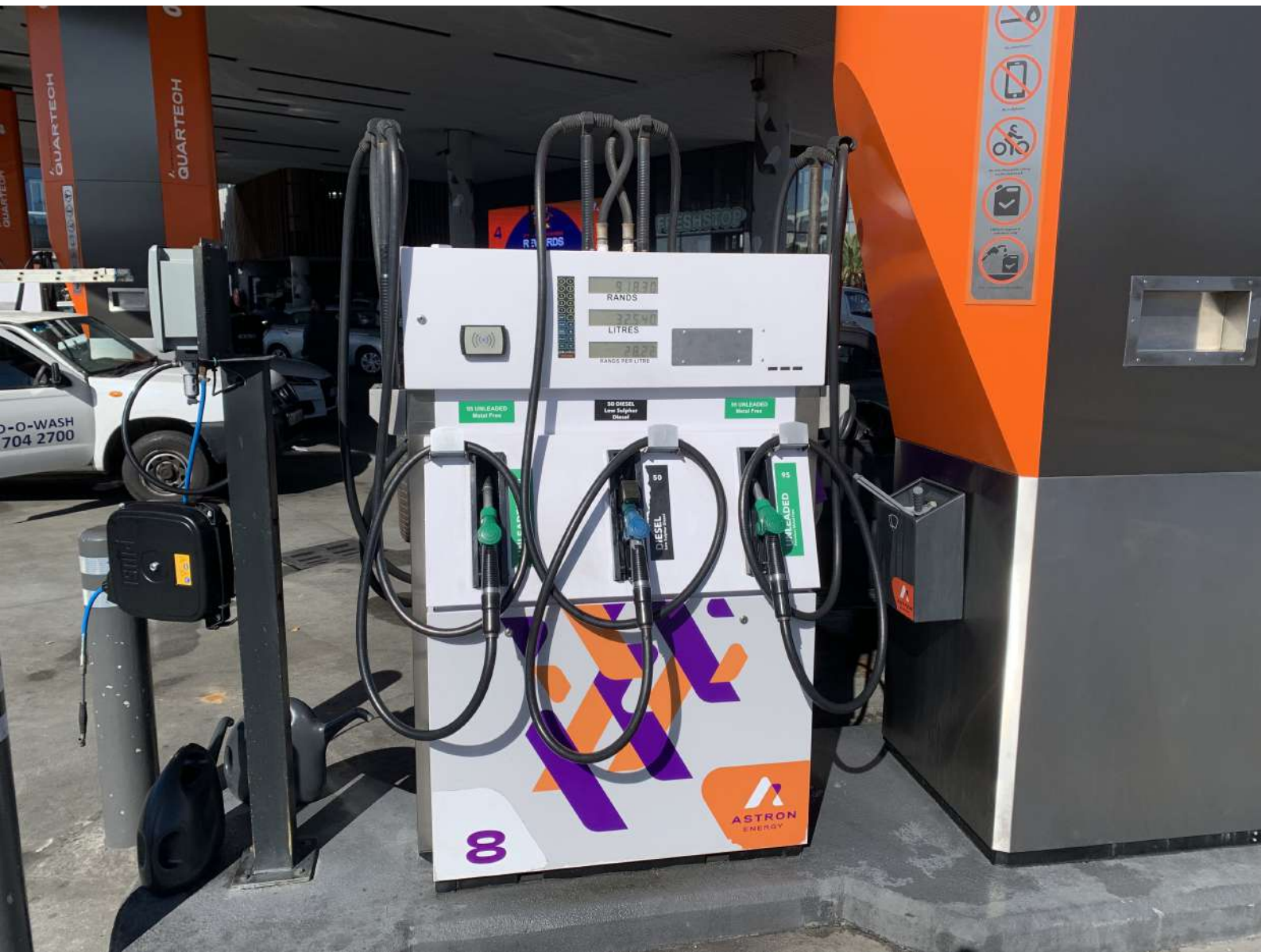
FORECOURT
MAINTENANCE

16





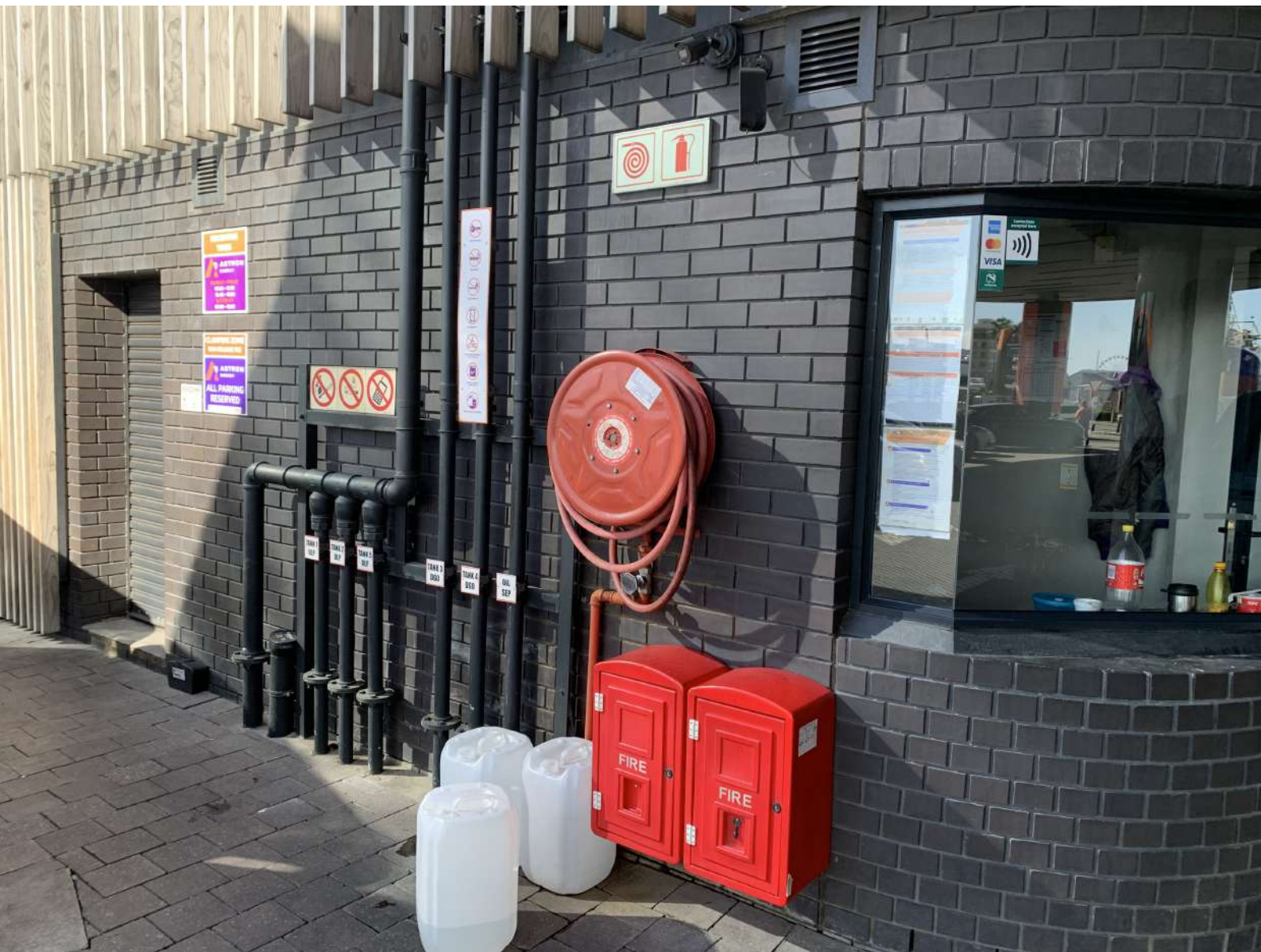












Emergency Response Plan

MINOR INCIDENTS	MAJOR INCIDENTS	CATASTROPHIC INCIDENTS
- Suspected Leaking Tanks, Pipelines or Pumps - Product Contamination / mix - WSM Out of Tolerance results: - Variance > 0,5% - More than 18 days of loss or gain in a month 5 days of consecutive loss or gain in a month - Sudden increase in water level and - Water level > 3,5cm - Security or Crime related incidents like but not limited to: - Theft - Drive-offs - Incipient fires which are in its initial stage and can be easily controlled and extinguished by using portable fire-fighting equipment	- Spills to land > 10 litres - Small Fire extinguished without external assistance - All hazardous chemical spills to water - External product related complaints - ATM and Safe Bombings - Bomb Threat - Unrest (Threat) - Injury requiring hospitalisation - Fatalities - Any media attention - Fires that require assistance from the Local Municipality	- Fires requiring external assistance, including Disaster Management - Natural Disaster - Evacuation
Response: - Use SWA (Stop Work Authority) suspend use of suspect equipment - Notify Territory Manager - Notify Security Advisor (if security related) - Report to SAPS (if security related) - Record Incident in the Incident Register	Response: - Use SWA (Stop Work Authority) suspend use of suspect equipment - Notify Territory Manager - Notify HES Specialist (if related to SHEQ incident) - Report to SAPS and open a case (if security related) - Record Incident in the Incident Register	Response: - Use SWA (Stop Work Authority) suspend use of equipment - Notify Territory Manager - Notify HES Specialist (if related to SHEQ incident) - Notify relevant Emergency Services - Record Incident in the Incident Register

- These incidents require the Customer to make immediate telephonic contact with Astron Energy and confirm in writing within 24 (twenty-four) hours.
- Stop Work Responsibility:** You are responsible and authorised to stop any work that is deemed to be unsafe.
- Covid 19 - Protocols to be followed and required reporting process to be adhered to.

PRODUCT STORAGE CAPACITY ON SITE

TANK No	CAPACITY	PRODUCT	ABOVE/ UNDERGROUND
1	30 000 litres	ULP 95	Underground
2	30 000 litres	ULP 95	Underground
3	30 000 litres	Diesel 50 ppm	Underground
4	30 000 litres	Diesel 50 ppm	Underground
5	30 000 litres	ULP 95	Underground

Emergency Response Plan

Fire Department

021 444 8963

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FUEL OR OIL SPILL

Spill

- Press the Emergency Stop button (if applicable) or shut off the power to all dispensing units.
- Take all possible sources of ignition away from the spillage.
- Barricade and keep everyone away from the spill area.
- Do not walk through or stand in the spilled product.
- Keep anyone splashed with product away from ignition sources and replace clothing immediately. In addition, refer to SDS for guidance.
- If the spillage is under a vehicle, DO NOT start its engine. Advise all passengers to leave the vehicle.
- Contain and clean up the spill using the Spill Kit.
- Dispose the used absorbent materials as solid hazardous waste.
- Keep a fire extinguisher nearby during any clean-up work.
- **For spills into the ground, or underground tank/pipe leaks**
- Isolate and shut down the pump/tank that is suspected to be the source of the spill/leak. Do not continue selling to the public.
- Call and inform your TM and Astron Energy SHEQ Specialist immediately.
- Check and review WSM records to estimate the amount of product lost.
- Be alert for any complaints from the immediate neighbours.

In case of leak or spillage during unloading from tanker or tank truck

- Once there is any sign of leakage, immediately close the discharge valve of the truck.
- Eliminate all ignition sources near spill, e.g. cell phone / smoking / electrical equipment.
- Contain and clean up spill using the Spill Kit.
- Dispose the used absorbent materials as solid hazardous waste.
- Notify Territory Manager



INJURY TO A PERSON / PROPERTY DAMAGE

Personal Injury

- Keep everyone away from the victim or injured person.
- DO NOT administer First Aid unless you are qualified to do so.
- If necessary, call the Emergency Services.
- Notify the Territory Manager.

Property Damage

- Press the Emergency Stop button (if applicable) or shut off the power to all dispensing units.
- Keep customer & witness from hazardous area.
- Record vehicle no, name, address & phone no. of those responsible and any other relevant information.
- Obtain names, address & phone no. of any witness.
- Assess if there are risks to personnel / property.
- Assess Damage
- Contact Pragma
- Notify the Territory Manager



CONTAMINATION

For contamination of the product in the underground tank:

- Shut down and isolate the pump/s and tank/s that contained the contaminated product.
- Notify your Territory Manager

For contamination of a customer vehicle's fuel tank:

- Where incorrect fuel has been dispensed into a customer's vehicle, use the appropriate facilities for safe draining (i.e. workshop on retail site or using contractor to tow vehicle to workshop)



Switch off engine



No smoking



No naked flames



No cellphones



No refuelling while sitting
on the motorcycle



Filling in approved
containers only



Place on ground when filling



RECEIVING TIMES



**ASTRON
ENERGY**

MONDAY - FRIDAY

07.00 - 12.30

13.45 - 16.00

SATURDAY

07.00 - 12.00

CLAMPING ZONE

R500 RELEASE FEE



**ASTRON
ENERGY**

ALL PARKING RESERVED

MAXIMUM TIME = 20MIN

ECOZONE

ecosensitive pest management
rodent station



no.

1

ecosensitive emergency no. 084 965 9639 (24/7-365)
In case of accidental poisoning, contact:
021 - 930 6120 (24 hour poisoning information centre)



NECAP PROD
E 50M
BTP 50





WASTEPLAN 9

General Waste

Wet or dirty
paper,
newspaper,
magazines,
paper cups
and
cardboard

Floor
sweepings

Contaminated
glass



Cleaning cloths

Plastic straws

Chip packets

Multilayer food
punnets

Sachets

Contaminated
foil and
backing paper

ALL CONTAMINATED PACKAGING



SPILL TECH
Oil & Chemical Pollution Control
OIL SPILL KIT
086 100 0366
083 253 6618
24 HOUR EMERGENCY RESPONSE!
www.spilltech.co.za





**Western Cape
Government**

Environmental Affairs and
Development Planning

**DIRECTORATE: DEVELOPMENT MANAGEMENT
(REGION 1)**

REFERENCE: 16/3/3/1/A7/4/3014/20
NEAS REFERENCE: WCP/EIA/0000746/2020
ENQUIRIES: Mr. R. Chambeau
DATE OF ISSUE: 14 December 2020

ENVIRONMENTAL AUTHORISATION

APPLICATION FOR ENVIRONMENTAL AUTHORISATION IN TERMS OF THE NATIONAL ENVIRONMENTAL MANAGEMENT ACT, 1998 (ACT NO. 107 OF 1998) AND THE ENVIRONMENTAL IMPACT ASSESSMENT REGULATIONS, 2014 (AS AMENDED): PROPOSED REDEVELOPMENT OF THE V & A WATERFRONT SERVICE STATION ON 'PARCEL N' (A PORTION OF ERF 149294-RE) IN THE CANAL DISTRICT OF THE V&A WATERFRONT, CAPE TOWN

With reference to your application for the abovementioned, find below the outcome with respect to this application.

DECISION

By virtue of the powers conferred on it by the National Environmental Management Act, 1998 (Act No. 107 of 1998) ("NEMA") and the Environmental Impact Assessment ("EIA") Regulations, 2014 (as amended), the Competent Authority herewith **grants Environmental Authorisation** to the applicant to undertake the listed activity specified in section B below with respect to layout Alternative 2 (the Preferred Alternative), described in the Basic Assessment Report ("BAR"), dated September 2020.

The applicant for this Environmental Authorisation is required to comply with the conditions set out in section F below.

A. DETAILS OF THE APPLICANT FOR THIS ENVIRONMENTAL AUTHORISATION

The Board of Directors
V & A Waterfront Holdings (Pty) Ltd.
c/o Mr. E. Roodt
19 Dock Road
Waterfront
CAPE TOWN
8000

Tel: (021) 408 7651

E-mail: eroodt@waterfront.co.za

The abovementioned applicant is the holder of this Environmental Authorisation and is hereinafter referred to as "**the holder**".

7th Floor, 1 Dorp Street, Cape Town, 8001

Tel: +27 21 483 2729 Fax: +27 21 483 2729

E-mail: raimer.chambeau@westerncape.gov.za

Private Bag X9086, Cape Town, 8000

www.westerncape.gov.za/eadp

September 2020

V&A Waterfront Service Station: Construction and Operational Environmental Management Programme

V&A Waterfront Service Station
'Parcel N' V&A Waterfront Canal District (Portion of Erf149294-RE)



Prepared By:

 **inClover**
Environmental Consulting



Consulting Environmental Scientists

ISO 9001:2015 | B-BBEE Level Two
www.gptglobal.com

Environmental Audit Report

For

Caltex V&A Waterfront

Compiled for:

Astron Energy (Pty) Ltd

GPT Ref No: CHVAA-23-8921

Version: Final

Date: January 2023

Offices in: Gauteng, Western Cape,
KwaZulu-Natal & Mozambique

1. VISITOR REGISTER

Date	Name	Company	Purpose	Signature
2.2.2023	ARIELA CRAMBE	ASTRON	WSM Review	[Signature]
25.5.2023	ARIELA CRAMBE	ASTRON	LEAK + FLOODING WATER LATER	[Signature]
30.5.2023	ARIELA CRAMBE	ASTRON	WSM REVIEW	[Signature]
13.7.2023	ARIELA CRAMBE	ASTRON	STH inspection	[Signature]
13.7.2023	THALA CRAMBE	ASTRON	STH "	[Signature]
17/04/2024	YUSMINA CLARKE	ASTRON ENERGY	SECURITY AUDIT	RIAZ [Signature]
15/05/24	M. SANDU	AE	Site visit	Mu
15/05/24	KRISHI	AE	Site visit	Mu
11/09/2024	THEMBA DLAMUKA	DMRE	SITE INSPECTION.	[Signature]
20/11/2024	MFUNDISO MYEKI	DEPARTMENT OF LABOUR	SITE INSPECTION	[Signature]
28/11/2024	BRADLEY	SIYAYANA SOL	PLANNED MAINTENANCE	[Signature]
05/02/2025	MERCIA, WIEHAN MATTHEW, DAWIE	ASTRON, BIZ PRAGMA DENTS	MAINTENANCE	[Signature]
25/03/2025	AMELIA & MERCIA	ASTRON ENERGY	HES AUDIT	[Signature]
14/04/25	Onke Mzele	GPT	Groundwater sampling	[Signature]
24/06/25	Merci	AE	Site visit	[Signature]
24/06/25	Lebogang	AE	Site visit	[Signature]
	Adrian Andrew	Josh	Site Visit	[Signature]
05/12/2025	NKOKO Moleko	DMPR	SITE INSPECTION	[Signature]

3. SERVICE & TEST RECORDS

- ☐ Retailer to verify that the following service and test records are in place and current.
- ☐ Relevant certificates to be retained in this section of the Retailer SHEQ File.

Equipment	Frequency	Service Date	Expiry Date
Emergency Shutdown Device Testing (Conducted by Electrical Contractor)	Annual DENTS ELEC. →	12/05/2025	12/05/2026
Fire Equipment Service by an approved fire-fighting equipment servicing company	Annual		
Fire Fighting Equipment Pressure Test by an approved fire-fighting equipment servicing company	5 Yearly		
Compressor Service	Annual		
Generator Service	Annual		
Compressor Pressure Test Inspection and testing must be performed by a registered professional (SANAS approved Authorised Inspection Authority).	36 Months		
Oil Water Separator Service All chambers of the Oil Water Separator to be pumped out, the walls and floor cleaned and recharged with fresh water. No persons/individuals are allowed to enter the oil water separator pit. All sludge and effluent that is removed from the oil water separator pit must be treated as hazardous waste and handled appropriately. Separator to be recharged with water to the required depth.	Annual		
Meter Calibration Legislation requires that meters on pumps and dispensers are calibrated (verification of meter readings) at intervals not exceeding 18 months. Ensure the calibration wheel located inside the Pump/Dispenser has a wire with a Lead Seal.	18 Months SIYAVANA SOLUTIONS CERTIFICATE : 11283	09/12/2025 CALIBRATED	09/06/2027 ALL PUMPS: SHALIN

5. INCIDENT REGISTER

- ☐ All incidents (no matter how small) must be recorded in the register.
- ☐ These incidents could include injuries, accidents, spills, fires, property or equipment damage.
- ☐ Where applicable, injuries must be reported to the Department of Labour.
- ☐ The following incidents are examples of what should be reported to Astron Energy via your Retail Territory Manager, refer to the Emergency Response Plan for further guidance:
 - ☐ Product spills, Fires, Security incidents, Product contamination, Brand / reputational

Date	Incident Type	Incident Description: Person Injured / Cause of Incident / Treatment Rendered	Reported as required? Y/N (check box). Include case number where applicable		
			AE	SAPS	DOL
30/06/2025 10:30 AM	Fuel Spill	PUMP 7 - ULP NOZZLE STARTED LEAKING AT THE NOZZLE ALI FROM SATACHI & CO ¹² CHILD WAS ALSO AT THE PUMP WITH ASHLEY * RIAZ	YES	NO	NO
			AR 006 5254 *		
03/08/2025	NOZZLE BROKEN	SIKO FORGOT TO REMOVE NOZZLE FROM VEHICLE. PUMP. 2 ULP REF - AR 0067522	YES	NO	NO
11/11/2025 12:05 PM	POWER OUTAGE	ELECTRICAL PHASE AT COUNCIL BOX TRIPPED - -9 HOURS *	YES	NO	NO
02/02/2026	STAFF FELL ON WET FLOOR	SISIPHO FELL ON WET FLOOR FRIDGE LEAKING.	YES	NO	NO

2026

7. SPILL KIT (cont.)

SPILL KIT STOCK INSPECTION	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
240 lt wheely bin	/	/	/	/								
1x100litre Peat Fibre	X	X	/	/								
1x2metre Oil Absorbent Boom	/	/	/	/								
15x 200g Oil Absorbent Pads	/	/	/	/								
1x Spill Broom	/	/	/	/								
1x Sparkproof Spade	/	/	/	/								
1x Goggles	/	/	/	/								
1x Dust Mask	/	/	/	/								
1x PVC / Nitrile Gloves	/	/	/	/								
5x Heavy Duty Disposal Bags and Ties	/	/	/	/								

Date	Inspection Conducted By	Items to be replaced	Replacement Date	Signature
09/01/26	Adeeb / Eric	Low on Fibre order to be placed	waiting on delivery.	Adeeb
24/01/26	Adeeb / Yunga	Low on Fibre ordered by Munier	Waiting on delivery	Adeeb
14/02/26	Adeeb	Fibre topped up	Moe Siem delivered	Adeeb
04/04/26	Adeeb / Siby	ALL Stock in good order.		

8. PPE Inspection Record (Monthly)
Retailer to inspect employees' PPE on a Monthly basis.

Date	Employee Name	Condition of PPE	Inspected by	Signature
10/09/24	Adeeb	No Action Needed / in working Condition	Adeeb/Sibu	Adeeb
28/10/2024	ADEEB/ERIC	NO ACTION NEEDED	ADEEB/ERIC	Adeeb
14/11/2024	RIAZ/ERIC	NO ACTION NEEDED	RIAZ/ERIC	RIAZ
17/12/2024	RIAZ/YANGA	NEED NEW SAFETY VESTS	RIAZ/YANGA	RIAZ
23/01/2025	Adeeb/ERIC	No Action Needed	Adeeb/ERIC	Adeeb
28/02/2025	Adeeb/ERIC	No Action Needed	Adeeb/ERIC	Adeeb
27/03/2025	RIAZ/AUSTIN	NO ACTION NEEDED	RIAZ/AUSTIN	RIAZ
29/04/2025	Adeeb/Austin	No Action Needed	Adeeb/Austin	Adeeb
27/05/2025	Adeeb/Austin	No Action Needed	Adeeb/Austin	Adeeb
06/06/2025	RIAZ/ERIC	NO ACTION NEEDED	RIAZ/ERIC	RIAZ
01/07/2025	Adeeb/ERIC	No Action Needed	Adeeb/ERIC	Adeeb
02/08/2025	RIAZ/ERIC	NO ACTION REQUIRED	RIAZ/ERIC	RIAZ
17/09/2025	Adeeb/Austin	NO ACTION REQUIRED	Adeeb/Austin	Adeeb
21/10/2025	Adeeb/ERIC	No Action Required	Adeeb/ERIC	Adeeb
30/11/2025	Adeeb/Sibu	No Action Required	Adeeb/Sibu	Adeeb
30/12/2025	Adeeb/ERIC	No Action Required	Adeeb/ERIC	Adeeb
04/01/2026	Adeeb/ERIC	Need New Safety Vests	Adeeb/ERIC	Adeeb
24/02/2026	Adeeb/Yanga	No Action Needed	Adeeb/Yanga	Adeeb
26/03/2026	Adeeb/ERIC	No Action Needed	Adeeb/ERIC	Adeeb
09/04/2026	Adeeb/Sibu	No Action Needed	Adeeb/Sibu	Adeeb