



BUSINESS PROFILE
HUGO PLANT & CIVIL

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BUSINESS PROFILE
HUGO PLANT & CIVILS



**WE HAVE COME A LONG
WAY, AND STILL ROLLING,
HOW ABOUT YOU JOIN US?**

To competitively position and ensure that Hugo Plant and Civils remains a leading and credible company in providing turnkey solutions for infrastructure and civil construction projects to all their clients and customers, including the provision of value-added services.





Company Business Profile 2017/18

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COMPANY

A BRIEF HISTORY

Hugo Plant and Civils is a credible and formidable broad-based black economic empowerment company in the country, as well as the specialist resources, impeccable track record, skills and equipment offered by Hugo Plant and Civils which is a 100% black male owned company. This Business Profile also markets Hugo Plant and Civils as a company and presents information that will enable service providers to have no doubt in engaging the services of this well established and credible Company to perform work in the fields specified under “Services Offered” in this Business Profile.

In addition, this profile outlines the conceptual models, processes and work flow systems used by Hugo Plant and Civils to manage any construction related work or projects irrespective of size or magnitude, briefly making reference to some of the systems, processes, resources, capabilities and strengths of the company.

Hugo Plant and Civils is a giant empowerment company that offers a full spectrum of “End-to-End Solutions” and turnkey solutions for civil and telecommunication projects and allied services that will be of value to clients. Our pricing structures are most competitive and may be customized for specific budgets.

ESTABLISHED 2015

STRONG EXPERTISE

Mr. Arumugam began trading as sole proprietor in 2008 and establishing Hugo Plant and Civils in 2010, growing rapidly from being initially a 4th tier sub-contractor to ultimately becoming one of the leading Service Providers in the broad-based economic empowerment segment.

Hugo Plant and Civils is expanding steadily due to the expertise, management skills, specialist resources and technical resources. The areas of specialty Hugo Plant and Civils include Engineering fabrication, Civil Engineering, underground and overhead construction, surface re-instatements, directional drilling and optic fibre floating, splicing and testing.

Hugo Plant and Civils has offices both in KwaZulu-Natal and Gauteng providing a comprehensive range of telecommunications and civil services. The company has since established auxiliary relationships that function as suppliers and sub-contractors to other large Telecommunication Companies which are presently the main Master Service Providers in the telecommunications industry.



CORE VALUE

To timeously serve our clients and manage a wide range of projects (large and small) and to perform our duties with the highest levels of professionalism, integrity, honesty, fairness in our business relationships including full compliance with all legislation, By-laws, safety, quality and environmental matters.



MISSION STATEMENT

Hugo Plant and Civils is committed to a clean, safe and healthy environment for its employees, contractors, customers and surrounding communities. With the co-operation of each employee Hugo Plant and Civils will sustain the highest levels of performance and service benchmarked against the philosophy of “best-practices” and standards.

OUR OBJECTIVE

To competitively position and ensure that Hugo Plant and Civils remains a leading and credible company in providing turnkey solutions for infrastructure and civil construction projects to all their clients and customers, including the provision of value-added services.



OUR VISION

Team of Experts

To become a formidable nationwide broad-based black economic empowerment company, responsive to the needs of clients and customers and promote service & customer excellence at all times. Providing assistance and a platform for other emerging female owned businesses.

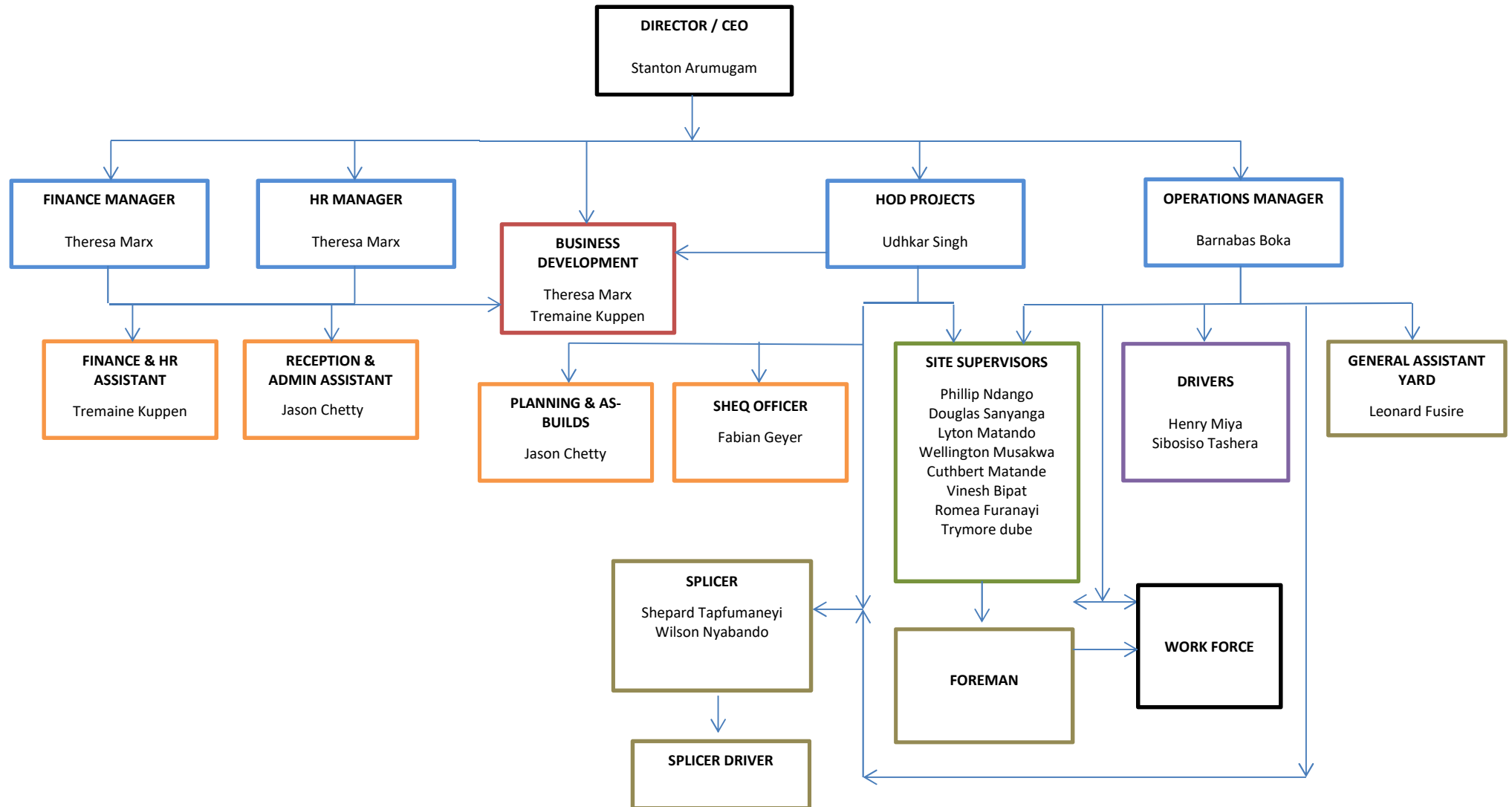


EMPOWERMENT VERSATILITY

Empowering our Company with on-going strategic planning and proactive thinking.

- Empowering and growing our staff.
- Developing People with disabilities
- Employing individuals from the disadvantaged and designated groups
- Empowering Youth and Women.
- Empowering our business networks and strategic alliances.

Company Structure FTTH (Organogram)





BUSINESS VALUE

To achieve our Vision and Mission, we at Hugo Plant and Civils, pledge to conduct ourselves and execute our duties by:

- Striving to achieve customer service excellence as our Company's overriding philosophy.
- Comply with all prescribed legislation, By-Laws and regulations of South Africa
- Adopting a zero tolerance for fraud, theft, misconduct, safety violation or any other form of unethical behaviour amongst our colleagues, customers, employees, sub-contractors and suppliers.
- Creating and maintaining a safe and productive working environment, taking special cognizance of SHE provisions of the OHS (Occupational & Safety Act)
- Displaying a professional, committed, transparent and honest approach while applying sound judgment and objectivity in all our services.
- Applying an unquestionable level of integrity and sincerity.
- Diligently avoiding being compromised through conflict of interest.
- Continuously seeking an unparalleled level of teamwork and co-operation in achievement of our objectives.

LOCATION AND COMMUNICATION MEDIUM

Our offices are ideally located at 99 Qashana Khuzwayo Rd, New Germany, KwaZulu-Natal Equipped with fast and easy Internet access, E-mail address and fax facilities. In addition, each senior foreman and field staff of the Company has their own electronic communication mediums supplied by our Company.

HARDWARE AND SOFTWARE

The Company owns the latest computers, hardware and software in order to complete their work in the most efficient and organized manner. The Company regularly purchases new and relevant software to centrally manage the growing administrative and supply-chain processes incumbent on the Company from time to time.

OUR ADMINISTRATION

The administration management of the Company is centrally controlled and managed from 99 Qashana Khuzwayo Rd, New Germany, KwaZulu-Natal. The Director and senior management undertake regular Audit Checks and staff meetings to ensure that continuous improvement is sustained as well as regular monitoring, evaluations, checks and strategic planning is done on a bi-annually.

COMPANY STRUCTURE

FLOATING MACHINE X 2

Splicing Machine x 4

8 TON CRANE TRUCKS X 4

8 TON Crane Trucks x 2

JCB TLB X 2

Ditch Witch Trencher x 2

4 TON TRUCKS X 4

Tool Trailers x 3

FORKLIFT X 1

Cable / Duct De-coiler x 3

PUSH RODES X 2

Auger Machine

1 TON BAKKIE X 8

0.5 TON Bakkeie x 2

OTDR TESTING X 2

Whacker / Rammer x 4

D2022 VIRMEER X 1

Drilling Machine

GROUND PENETRATING RADAR X 1





Surveying Planning and
Construction Drawings

6 Months Inspection and
12 Months Final Acceptance

Survey Trenchline, As Built
Drawing and Pack

Quality Control, Site Handover,
Client and Council Sign Offs



Wayleave Applications

END TO END SOLUTION

Floating, Splicing and
Termination Of Fiber Optic
Cables



Project Management Meeting
and Reporting to Clients

Material Handling,
Transportation and
Delivery

Trenching and Installing Ducts,
incl Road, Bridge and Railway
Crossings

Surface Restoration, Incl
Asphalt, Concrete, Paving and
Landscaping

WORKFLOW DIAGRAMS

THERE ARE MANY VARIATIONS

EMPLOYMENT EQUITY POLICY



HUMAN RESOURCE CHANGE MANAGEMENT PROCESS

Include a strategy to assist staff in acquiring the necessary skills and implement our Skills Development Plans to support government's National Skills Development Imperatives. Manage change effectively by involving all staff, to help identify the gap between the skills available and the skills that will be needed in the future.

Implement a skills audit involving all staff, to help identify the gap between the skills available and the skills that will be needed in the future. Monitoring and evaluation of the AA and employment equity process should take place on a regular basis.

Conclusion: We believe that if AA is implemented correctly it would bring about a healthy environment of people with a diverse background since each would have learned or developed skills in a different way. A diverse yet valuable contribution at the Workplace would be made.

Our end result will be a system which is representative of and responsive to the needs of the company and the entire South African community. Unless there is Effective Affirmative Action in the quantity, quality and accessibility then the Concept of AA rings hollow and becomes meaningless.

SAFETY POLICY

The management of Hugo Plant and Civils regards the safety, Health and Environmental Management of its employees and activities of utmost importance. The health and Safety of all our employees is paramount to Hugo Plant and Civils. The Company's Health and Safety programme was compiled and designed to control and minimize accidents and injuries to all our employees. Management is committed to the following: -

- All Laws/Rules that are governed in Identifying, rectifying and consulting unsafe/unhealthy services.
- Identifying, rectifying, and consulting unsafe/unhealthy services.
- Reviewing of safety, health and environmental objectives and management programs.
- Complying with relevant legislation. "Occupational Health and Safety Act and Regulations 85 of 1993"
- Regular safety, health and environmental consultation and communication.
- Planning of new and more effective safety, health and environmental standards, targets and measures.
- Regular safety and quarterly safety checks on all Vehicles, tools, and equipment within the company.
- To analyse and record high risk areas within the working place.
- Developing responsible in-house standards where no regulations exist.

PLANNING & PROJECT MANAGEMENT USER BY HUGO PLANT & CIVILS

Project management, tools, process, plans and project planning used by our Company include the following processes: -

- Precise specifications are agreed upon for all work.
- Projects are planned - time, team, activities, resources, and financials.
- Project plans are communicated to the specialist technical project teams.
- Project actions are agreed and monitored.
- Project Teams are managed, motivated, inform, encouraged, and enabled.
- Checks, measures, review project progress; adjust project plans, are done on a continuous basis.
- Completed projects; review and reports on project performance are completed

Other planning tools and processes used by our Company to run projects successfully include inter-alia the main and overall project planning which are:

- Estimating time accurately
- Scheduling all projects
- Time planning for small and medium sized projects - Gantt Charts
- Critical Path Analysis.
- Effective planning for all-size projects – The Total Planning Cycle
- Planning Large Projects - Using Planning and Management Methodologies
- Also used where applicable the company uses the techniques of Stakeholder Analysis and Stakeholder Management.

CUSTOMER FOCUS

Our Company's management will ensure that customer requirements are determined and being met through the use of a customer feedback processes with the intent of improving our perception of customer and service provider satisfaction.





CONCLUSION

Hugo Plant and Civils has an excellent track record in addition to the resources and expertise to meet specific outsourcing and infrastructure construction needs of any assignment irrespective of the size or magnitude of work. As mentioned previously, our company is an empowerment Company with influential networks in the market-place. The Company has an excellent track record in the Telecommunications industry and some of our major projects are recorded in our company profile.

Our Business Profile is self-explanatory, but re-affirms that Hugo Plant and Civils offers the best services in compliance with service provider requirements, and the company will not compromise on any aspect of the services it offers to client's at the most competitive price.

We pride ourselves on our ability to deliver excellent quality and high standards on all projects undertaken. We are confident that we can deliver superior services.



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HUGO PLANT & CIVILS

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