



SPECIALIST JOINERY LIMITED

TRAINING AND DEVELOPMENT PLAN SHORT TRAINING SESSION ATTENDANCE SHEET

Title: 3 Benefits of Safety	Date: 29 th September 20
Location: JMS FACTORY	Start Time: 10.30am
Duration (Minutes) 30 minutes	End Time: 11.00am
Presenters name: S. Wigney	Presenters Signature:

PLEASE SIGN BELOW TO SAY YOU HAVE READ & UNDERSTOOD

Candidate's Name	Name of Candidate's Employer	Candidate's Signature
BUCKINGHAM (JACK)	JMS SPECIALIST JOINERY LIMITED	
CHIMES (SAMUEL)	JMS SPECIALIST JOINERY LIMITED	
CZEGE (ZSOLT)	JMS SPECIALIST JOINERY LIMITED	
DORAN (LEE)	JMS SPECIALIST JOINERY LIMITED	
DYETT (JOE)	JMS SPECIALIST JOINERY LIMITED	
HALL (DAVID)	JMS SPECIALIST JOINERY LIMITED	
HAMMOND (ARRON)	JMS SPECIALIST JOINERY LIMITED	
HARLAND (MICK)	JMS SPECIALIST JOINERY LIMITED	
HOLDHAM (JESSICA)	JMS SPECIALIST JOINERY LIMITED	
LEEK (KEVIN)	JMS SPECIALIST JOINERY LIMITED	
McSHARRY (JOE)	JMS SPECIALIST JOINERY LIMITED	
READING-JONES (MARK)	JMS SPECIALIST JOINERY LIMITED	
TAYLOR (MALCOLM)	JMS SPECIALIST JOINERY LIMITED	
WARD (GLYN)	JMS SPECIALIST JOINERY LIMITED	
WILDMAN (HARRY)	JMS SPECIALIST JOINERY LIMITED	
WINTERBURN (NATHAN)	JMS SPECIALIST JOINERY LIMITED	
WINTERBURN (TED)	JMS SPECIALIST JOINERY LIMITED	
WRIGHT (STEVE)	JMS SPECIALIST JOINERY LIMITED	
BARLOW (ANDY)	JMS SPECIALIST JOINERY LIMITED	
CALDECOTT (IAN)	JMS SPECIALIST JOINERY LIMITED	
GOULD (ANNETTE)	JMS SPECIALIST JOINERY LIMITED	
GOULD (JOHN)	JMS SPECIALIST JOINERY LIMITED	
HOLDHAM (ANDY)	JMS SPECIALIST JOINERY LIMITED	

Grant Claim information

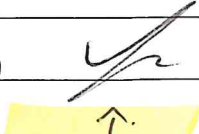
Note: Claims can only be made for your employees or labour-only sub-contractors

No. Attended	Duration	Total Time	Employer Reference
			2303798



SPECIALIST JOINERY LIMITED

TRAINING AND DEVELOPMENT PLAN SHORT TRAINING SESSION ATTENDANCE SHEET

Title: 2 Responsibilities: Employees & Sub Contractors	Date: 24 th September '20
Location: JMS FACTORY	Start Time: 10.30am
Duration (Minutes) 30 minutes	End Time: 11.00am ✓
Presenters name: S. Wright	Presenters Signature: 

PLEASE SIGN BELOW TO SAY YOU HAVE READ & UNDERSTOOD

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BUCKINGHAM (JACK)	JMS SPECIALIST JOINERY LIMITED	
CHIMES (SAMUEL)	JMS SPECIALIST JOINERY LIMITED	
CZEGE (ZSOLT)	JMS SPECIALIST JOINERY LIMITED	
DORAN (LEE)	JMS SPECIALIST JOINERY LIMITED	
DYETT (JOE)	JMS SPECIALIST JOINERY LIMITED	
HALL (DAVID)	JMS SPECIALIST JOINERY LIMITED	
HAMMOND (ARRON)	JMS SPECIALIST JOINERY LIMITED	
HARLAND (MICK)	JMS SPECIALIST JOINERY LIMITED	
HOLDHAM (JESSICA)	JMS SPECIALIST JOINERY LIMITED	
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READING-JONES (MARK)	JMS SPECIALIST JOINERY LIMITED	
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WINTERBURN (TED)	JMS SPECIALIST JOINERY LIMITED	
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GOULD (ANNETTE)	JMS SPECIALIST JOINERY LIMITED	
GOULD (JOHN)	JMS SPECIALIST JOINERY LIMITED	
HOLDHAM (ANDY)	JMS SPECIALIST JOINERY LIMITED	

Grant Claim information

Note: Claims can only be made for your employees or labour-only sub-contractors

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			2303798



SPECIALIST JOINERY LIMITED

TRAINING AND DEVELOPMENT PLAN SHORT TRAINING SESSION ATTENDANCE SHEET

Title: 1. General Duties & advice for Employees & Sub-Contractors	Date: 22nd September '20
Location: JMS FACTORY	Start Time: 10.30am
Duration (Minutes) 30 minutes	End Time: 11.00am
Presenters name: J. Gould	Presenters Signature:

PLEASE SIGN BELOW TO SAY YOU HAVE READ & UNDERSTOOD

Candidate's Name	Name of Candidate's Employer	Candidate's Signature
BUCKINGHAM (JACK)	JMS SPECIALIST JOINERY LIMITED	
CHIMES (SAMUEL)	JMS SPECIALIST JOINERY LIMITED	
CZEGE (ZSOLT)	JMS SPECIALIST JOINERY LIMITED	
DORAN (LEE)	JMS SPECIALIST JOINERY LIMITED	
DYETT (JOE)	JMS SPECIALIST JOINERY LIMITED	
HALL (DAVID)	JMS SPECIALIST JOINERY LIMITED	
HAMMOND (ARRON)	JMS SPECIALIST JOINERY LIMITED	
HARLAND (MICK)	JMS SPECIALIST JOINERY LIMITED	
HOLDHAM (JESSICA)	JMS SPECIALIST JOINERY LIMITED	
LEEK (KEVIN)	JMS SPECIALIST JOINERY LIMITED	
McSHARRY (JOE)	JMS SPECIALIST JOINERY LIMITED	
READING-JONES (MARK)	JMS SPECIALIST JOINERY LIMITED	
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WINTERBURN (TED)	JMS SPECIALIST JOINERY LIMITED	
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GOULD (ANNETTE)	JMS SPECIALIST JOINERY LIMITED	
GOULD (JOHN)	JMS SPECIALIST JOINERY LIMITED	
HOLDHAM (ANDY)	JMS SPECIALIST JOINERY LIMITED	

Grant Claim information

Note: Claims can only be made for your employees or labour-only sub-contractors

No. Attended	Duration	Total Time	Employer Reference
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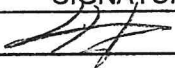
JMS SPECIALIST JOINERY LTD

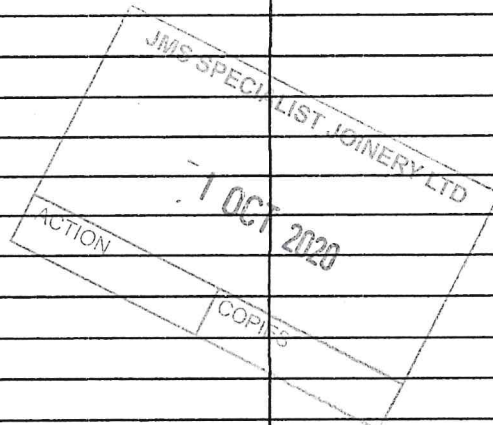
UNIT B, BOURNE END, KINETONE ROAD, SOUTHAM. CV47 0NA

PHONE: 01926 813813 FAX: 01926 812777

e-mail jmsjoineryltd@aol.com

ATTENDANCE SHEET TO BE COMPLETED FOR ALL TOOLBOX TALKS

	NAME (print)	DATE ATTENDED	HANDOUTS RECEIVED	I FULLY UNDERSTAND TALK	SIGNATURE
1	HARRY WILDMAN	18/9/20	18/9 ✓	✓	
2					
3					
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26					
27					



TALK No: 19

TITLE: BAND SAW (JOINERY SHOP)

I have given the above toolbox talk to all the men under my control listed above

SIGNED

POSITION

FOREMAN

PRINT NAME

SURNAME

DATE

18.9.20

WHEN COMPLETED THE ORIGINAL COPY IT TO BE KEPT IN THE HEALTH & SAFETY FILE WITH ONE COPY BEING GIVEN TO THE OPERATIVES TAKING PART



SPECIALIST JOINERY LIMITED

TRAINING AND DEVELOPMENT PLAN SHORT TRAINING SESSION ATTENDANCE SHEET

Title: HSE: Stacking round timber, Sawn timber and Board Materials	Date: 17 September 20
Location: JMS FACTORY	Start Time: 10.30am
Duration (Minutes) 30 minutes	End Time: 11.00am
Presenters name: S. Wright	Presenters Signature:

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HAMMOND (ARRON)	JMS SPECIALIST JOINERY LIMITED	
HARLAND (MICK)	JMS SPECIALIST JOINERY LIMITED	
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McSHARRY (JOE)	JMS SPECIALIST JOINERY LIMITED	
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SPECIALIST JOINERY LIMITED

TRAINING AND DEVELOPMENT PLAN SHORT TRAINING SESSION ATTENDANCE SHEET

Title: HSE: Controlling Construction dust w/ on-tool extraction	Date: 15. September 20
Location: JMS FACTORY	Start Time: 10.30am
Duration (Minutes) 30 minutes	End Time: 11.00am
Presenters name: J. Gould	Presenters Signature:

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HALL (DAVID)	JMS SPECIALIST JOINERY LIMITED	
HAMMOND (ARRON)	JMS SPECIALIST JOINERY LIMITED	
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HOLDHAM (JESSICA)	JMS SPECIALIST JOINERY LIMITED	
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DOCUMENT REFERENCE:	SIT-FM-007	VERSION NO:	1.0	CREATION DATE:	07/02/2013	Page 1 of 1
DOCUMENT OWNER:	DAS			LAST REVISION DATE:	N/A	
				NEXT REVIEW DATE:	07/02/2014	