

H.Q. mob ?

JMS SPECIALIST JOINERY LTD

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

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ATTENDANCE SHEET TO BE COMPLETED FOR ALL TOOLBOX TALKS

	NAME (print)	DATE ATTENDED	HANDOUTS RECEIVED	I FULLY UNDERSTAND TALK	SIGNATURE
1	Jack Buckingham	2/7/21	2/7/21	✓	CE
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JMS SPECIALIST JOINERY LTD

27 JUL 2021

ALK No: 24

TITLE: OVERHEAD ROUTER

ACTION

COPIES

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

GNED

POSITION

MACHINIST

PRINT NAME

LEE DORAN

DATE

1/7/21

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