

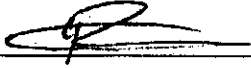
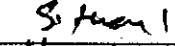
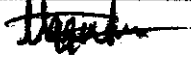


RAPHAEL

CONTRACTING LTD

TRAINING AND DEVELOPMENT PLAN SHORT TRAINING SESSION ATTENDANCE SHEET

Title: Buying Timber – FSC and PEFC	Date: 06.07.18
Location: Wembley W03	Start Time: 10:30
Duration (Minutes) 30 min.	End Time: 11:00
Presenters name: A. Kulsinkas	Presenters Signature:

Candidate's Name	Name of Candidate's Employer	Candidate's Signature
R. Rama	RCL	
D. Raschid	RCL	
S.L. Hirani	RCL	
H. GEORASIA	RCL	

Grant Claim information

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

No. Attended 3	Duration 30 min.	Total Time 1.5 hours	Employer Reference 2453745
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DOCUMENT REFERENCE: DOCUMENT OWNER:	SIT-FM-007 DAS	VERSION NO: 1.0	CREATION DATE: 07/02/2013 LAST REVISION DATE: N/A NEXT REVIEW DATE: 07/02/2014	Page 1 of 1
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RAPHAEL

CONTRACTING LTD

Site Manager's Daily Safe Start

Contract:	Wembley W03	Site Manager:	A. Kulsinskas	Date (w/c):	02.07.2018	Method statement (s) (Title, Rev No. & Rev date)	General Carpentry and Joinery Rev. A 15/01/18
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Location and description of works: Install door frames to level 1, Core A, machine for hinges.

Site Manager's Daily Sign Off

	Date	Name	Signature	Hot Topics of the Day (the main points you discussed)
Monday	02.07.18	A. Kulsinskas		Install frames. Safe place of work.
Tuesday	03.07.18	A. Kulsinskas		Machine frames. Dust extraction.
Wednesday	04.07.18	A. Kulsinskas		Frames delivery. Manual Handling.
Thursday	05.07.18	A. Kulsinskas		Tools check before use.
Friday	06.07.18	A. Kulsinskas		Frames safe storage. Mezz level.
Saturday				
Sunday				

Operatives Daily Sign Off

Name	Signature	M	T	W	T	F	S	S	Comments
H. Gorasia		✓	✓	✓	✓	✓			
R. Rama		✓	✓	✓	✓	✓			
S.L. Hiranl		✓	✓	✓	✓	✓			

NOTE IF YOU HAVE MORE THAN 10 OPERATIVES ON SITE, PLEASE USE THE CONTINUATION SHEET

Before starting work, STOP, THINK and CHECK

If the answer to any question below is NO, do not start work until the issues are resolved

	Yes	No	N/A
1. Method statements, risk assessments and permits			
Have you read and understood the method statement and risk assessment for the task?	✓		
Is everyone on your team briefed on the method statement for the task?	✓		
Have you carried out your weekly toolbox talk? Please give title of toolbox talk: <i>Buying Timber-FSC and PEFC</i>	✓		
Do you have COSHH Assessments and Safety Data Sheets in place for all hazardous substances that will be used?	✓		
Have you carried out Manual Handling Assessments and planned for any deliveries / extraordinary activities?	✓		
2. Place of work			
Are you satisfied that your team has a safe place to work?	✓		
Have you checked access equipment has been inspected as required and certification issued? E.g. Podium steps, scaffold towers	✓		
Are other contractors working adjacent to you aware of what you are doing today? Are you aware of what they will be doing?	✓		
Are third parties and members of the public securely protected from falling materials?	✓		
Does your team know the safe access and egress routes to their places of work?	✓		
3. Task specific			
Are all necessary tools and equipment on site to carry out your work in a safe / efficient manner?	✓		
Are you confident there are no health and safety risks in your work task(s)?	✓		
Are you certain that the operatives you are putting to work are competent for their assigned tasks?	✓		
Are the team equipped with the correct PPE to carry out the task?	✓		
4. Variations			
Have the team members changed? (If yes revise)		✓	
Has the task or working environment changed significantly to require a risk assessment and method statement (If yes, work to stop and new method statement to be produced)		✓	
Remember, as the supervisor YOU are responsible for the safety of YOUR team			



WEEKLY PLANT RETURN

AND

PLANT SAFETY CHECK

**SITE: Wembley Block
W03**

COMPILED & CHECKED BY: A. Kulsinskas

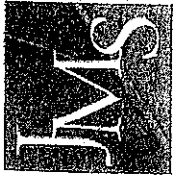
WEEK ENDING 01/07/18

Please ensure any defective tools are taken out of service immediately and sent for repair or replacement without delay

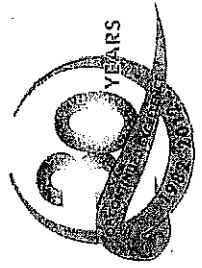
<u>Plant Item</u>	<u>I.D. No.</u>	<u>On Site Date</u>	<u>Off Site Date</u>	<u>Test Expiry Date</u>	<u>Condition of items/ other comments</u>
110v Lead	235	04/05/2018		22/09/2018	Condition good
110v Lead	1320	04/05/2018		22/09/2018	Condition good
110v Lead	1317	04/05/2018		22/09/2018	Condition good
110v Task Light	1304	04/05/2018		22/09/2018	Condition good
110v Splitter Box	643	04/05/2018		22/09/2018	Condition good
Makita Sds	361	04/05/2018		22/09/2018	Condition good
Makita Planer	942	04/05/2018		22/09/2018	Condition good
Toolbox	1340	04/05/2018		N/A	Condition good
Toolbox	1026	05/03/2018		N/A	Condition good
Toolbox	1A	05/03/18		N/A	Condition good
Makita Skill Saw	1043	04/05/2018		22/09/2018	Condition good
2nd Fix Paslode	169	04/05/2018		N/A	Condition good
Dust Controll Extractor	1303	04/05/2018		22/09/2018	Condition good
Multi Tool	1280	04/05/2018		22/09/2018	Condition good
110v Lead	269	04/05/2018		22/09/2018	Condition good
110v Lead	276	04/05/2018		22/09/2018	Condition good
Jigsaw	1276	04/05/2018		22/09/2018	Condition good
110v Lead	1247	05/03/2018		22/09/2018	Condition good
110v Lead	1248	05/03/2018		22/09/2018	Condition good
110v Lead	932	05/03/2018		22/09/2018	Condition good
110v Splitter Box	265	05/03/2018		22/09/2018	Condition good
Bosch Planer	905	05/03/2018		22/09/2018	Condition good
Makita Jigsaw	1275	05/03/2018		22/09/2018	Condition good
Makita Hammer Drill	913	05/03/2018		22/09/2018	Condition good
Bosch Pistol Drill	651N	05/03/2018		22/09/2018	Condition good
Dust Controll Extractor	1265	05/03/2018		22/09/2018	Condition good
Makita Chopsaw	1025	05/03/2018		22/09/2018	Condition good
Makita ¼ Router	63	05/03/2018		22/09/2018	Condition good
2nd Fix Paslode Gun	529	05/03/2018		N/A	Condition good
Dewalt ¼ Router	1026	05/03/2018		22/09/2018	Condition good
Makita Planer	912	05/03/2018		22/09/2018	Condition good
Makita Skillsaw	706	05/03/2018		22/09/2018	Condition good
Makita Biscuit cutter	936	05/04/2018		22/09/2018	Condition good
A Frame		04/05/2018		N/A	Condition good
Bosch Jigsaw	48	05/04/2018		22/09/2018	Condition good
Bosch Skillsaw	790	05/04/2018		22/09/2018	Condition good
Makita ½ Router	67	05/04/2018		22/09/2018	Condition good

110v Task Light	1305	05/03/2018		22/09/2018	Condition good
110v Makita router 1/4	1353	04/07/2018		28/12/18	New

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SPECIALIST
ON
EVERY
PAGE

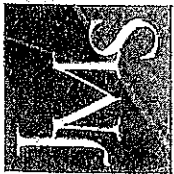


PERSONAL PROTECTIVE EQUIPMENT ISSUE REGISTER

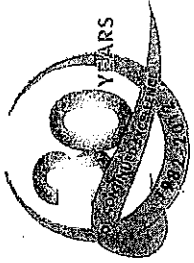
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DOCUMENT REFERENCE:	SIT-FM-008	VERSION NO:	1.1	CREATION DATE:	07/02/2013	Page 1 of 1
DOCUMENT OWNER:	DAS			LAST REVISION DATE:	04/02/2016	



SPECIALIST

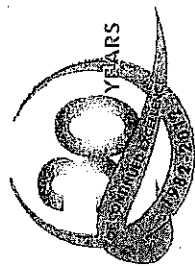
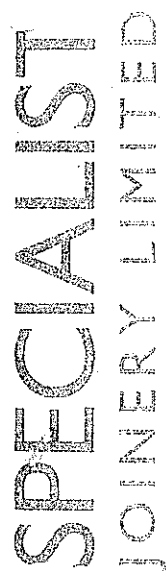


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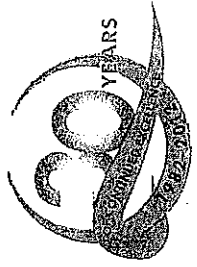
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DOCUMENT REFERENCE:	SIT-FW-008	VERSION NO: 1.1	CREATION DATE: 07/02/2013 LAST REVISION DATE: 04/02/2016	Page 1 of 1
DOCUMENT OWNER:	DAS			



w/e 8.7.18

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DOCUMENT OWNER:	DAS			



3/28.7.8

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DOCUMENT OWNER:	DAS			



SITE: *Walsingham House*

COMPILED & CHECKED BY: K.Kulsinskas

WEEK ENDING: 08-07-18

without delay

<u>Plant Item</u>	<u>I.D. No.</u>	<u>On Site Date</u>	<u>Test Expiry Date</u>	<u>Condition of items/ other comments</u>
Makita router	1208	23-03-18	04-09-18	
Dewalt router	660	23-03-18	04-09-18	
Makita skilsaw	918	23-03-18	04-09-18	
Jigsaw	1028	23-03-18	04-09-18	
Panner	161	23-03-18	04-09-18	
Pistol drill	889B-22	23-03-18	04-09-18	
Hammer drill	934	23-03-18	04-09-18	
2Fix paslode gun	1295	23-03-18		
Dust extractor	1242	23-03-18	04-09-18	
Spliter box	644	23-03-18	04-09-18	
Light	1306	23-03-18	04-09-18	
Lead	78a	23-03-18	04-09-18	
Lead	186	23-03-18	04-09-18	
Lead	1268	23-03-18	04-09-18	
Lead	1300	23-03-18	04-09-18	
Lead	1246	23-03-18	04-09-18	
Lead	187	23-03-18	04-09-18	
Lead	454	23-03-18	04-09-18	
Sitebox	32A	23-03-18		
Dewalt chopsaw	690	23-03-18	04-09-18	
Sitebox	22A	23-03-18		
Sitebox	A2	23-03-18		
Podium	PS13	23-03-18		
Podium	PS363	23-03-18		
A-Frame trolley	120	23-03-18		
Site box	1341	10-04-18		
Hoover	1304	14-05-18	04-09-18	
Makita planer	201	14-05-18	04-09-18	
Lead	1319	14-05-18	04-09-18	
Lead	211	14-05-18	04-09-18	
Bosh jigsaw	162	14-05-18	04-09-18	
Makita skilsaw	705	14-05-18	04-09-18	
Spliter box	2662	14-05-18	04-09-18	
Paslode gun 2Fix	1014	14-05-18		

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				NEXT REVIEW DATE:	07/02/2014	

Splitterbox	2662	14-05-18	04-09-18	
Router	1337	14-05-18	04-09-18	
Dewalt Chop saw	969	14-05-18		Not in use until pat tested
Transformer 110v	1039	14-05-18	04-09-18	
Makita battery jigsaw	1271	30-05-18		
Bosh pistol drill	22	30-05-18	04-09-18	
Splitter box	649	30-05-18	04-09-18	
Makita drill	330	30-05-18	04-09-18	
Makita chopsaw	887	08-06-18		Not in use until pat tested.
Epson printer	WF-7610	06-05-18		
Cupboard 1No		04-06-18		
Bench stools 4No.		04-06-18		