

TRAINING AND DEVELOPMENT PLAN SHORT TRAINING SESSION ATTENDANCE SHEET

Title: Woodworking Machines	Date: 11/07/18
Location: Wembley W03	Start Time: 12:00
Duration (Minutes): 30min	End Time: 12:30
Presenters name: A. Kulinskis	Presenters Signature: 

[illegible]

Grant Claim information

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

No. Attended 4	Duration 30min.	Total Time 2 hours.	Employer Reference 2453745
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Site Manager's Daily Safe Start							
Contract:	W03	Site Manager:	A. Kulsingkas	Date (w/c):	9/7/2018	Method statement (s) (Title, Rev No. & Rev date)	General Carpentry and Joinery. Rev. A 15/01/18
Location and description of works: Router door frames for level 2. Install door frames Level 1.							

[illegible]

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: <u>Woodworking Machines</u>		✓		
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				



SITE: *Walsingham House*

COMPILED & CHECKED BY: K.Kulsinskas

WEEK ENDING: 15-07-18

<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	
Splitter box	644	23-03-18	04-09-18	
Light	1306	23-03-18	04-09-18	
Lead	78a	23-03-18	04-09-18	Damaged(Thrown in to rubbish bin)
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	Damaged(Thrown in to rubbish bin)
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	
Splitter box	2662	14-05-18	04-09-18	
Paslode gun 2Fix	1014	14-05-18		
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	

DOCUMENT REFERENCE:
DOCUMENT OWNER:

SIT-FM-011
DAS

VERSION NO:

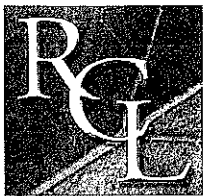
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Makita battery jigsaw	1271	30-05-18		
Bosh pistol drill	22	30-05-18	04-09-18	
Splitter box	649	30-05-18	04-09-18	
Makita drill	330	30-05-18	04-09-18	
Makita chopsaw	887	08-06-18		Not in use until pat tested.
Epson printer	WF-7610			
Cupboard 1No				
Bench stools 4No.				



WEEKLY PLANT RETURN

AND

PLANT SAFETY CHECK

**SITE: Wembley Block
W03**

COMPILED & CHECKED BY: A. Kulsinskas

WEEK ENDING 15/07/18

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

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

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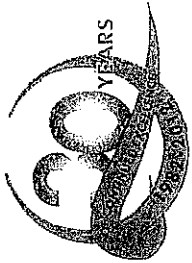
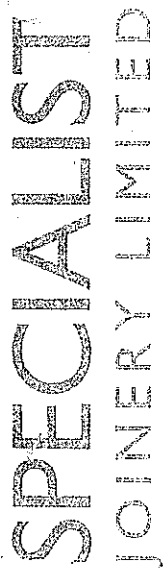
RAPHAEL

CONTRACTING LTD

PERSONAL PROTECTIVE EQUIPMENT ISSUE REGISTER

SITE: WEMBLEY W03

OPERATIVE NAME	HARD HAT	SAFETY GLASSES	HI-VIZ VEST	GLOVES	EAR DEFENDERS / PLUGS	DUST MASK FFP3	REASON FOR ISSUE / REISSUE				SIGNATURE	DATE
							New	Lost	Damaged	Wear and Tear		
D. Raschid	✓			✓						✓		16/05/18
S.L. Hirani	✓			✓						✓	S. Hirani	04/06/18
R. Rama	✓			✓						✓		04/06/18
H. GORASIA				✓						✓		04/06/18
S.L. Hirani				✓		✓				✓	S. Hirani	21/06/18
J. Needham		✓				✓				✓		22/06/18
J. NEEDHAM		✓						✓				16/12/18

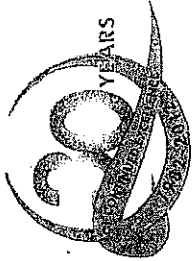
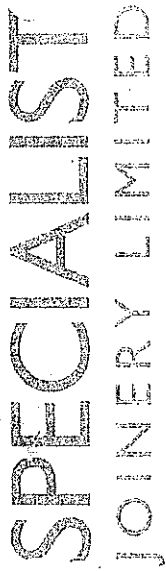


PERSONAL PROTECTIVE EQUIPMENT ISSUE REGISTER

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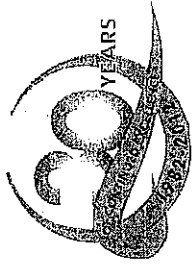
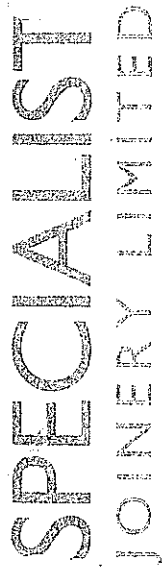
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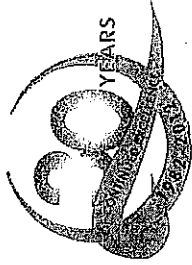
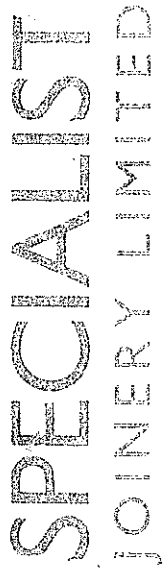
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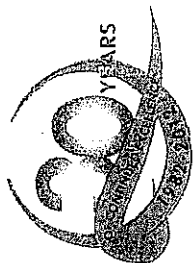
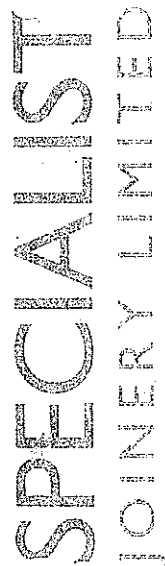
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