

WEEKLY PLANT RETURN

AND

PLANT SAFETY CHECK

SITE: St Pauls School

COMPILED & CHECKED BY : J. Wray

WEEK ENDING: 12/08/18

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>
TOOL BOX	7A	30/07/18	09/08/18	N/A	
110 V LEAD	1319	30/07/18	09/08/18	10/07/18	
110 V LEAD	76	30/07/18	09/08/18	10/07/18	
110 V LEAD	1293	30/07/18	09/08/18	06/02/18	
110 V SPLITTER BOX	272	30/07/18	09/08/18	07/01/18	
240V – 110V TRANSFORMER	303	30/07/18	09/08/18	05/03/18	
DUST CONTROL EXTRACTOR UNIT (H)	1243	30/07/18	09/08/18	06/06/18	
HOP UP	1021	30/07/18	09/08/18	N/A	
HOP UP	1035	30/07/18	09/08/18	N/A	
MAKITA PLANER	751	30/07/18	09/08/18	23/06/18	
MAKITA SKILLSAW	622	30/07/18	09/08/18	23/07/18	
BOSCH HAMMER DRILL	1040	30/07/18	09/08/18	????	
MAKITA JIGSAW	1002	30/07/18	09/08/18	23/07/18	
DEWALT CHOPSAW	676	30/07/18	09/08/18	10/07/18	
MAKITA 1/4 " ROUTER	332	30/07/18	09/08/18	08/04/18	
DEWALT 1/2 " ROUTER	891A	30/07/18	09/08/18	????	
A-FRAME TROLLEY	5	30/07/18	09/08/18	N/A	



RAPHAEL CONTRACTING LTD

TRAINING AND DEVELOPMENT PLAN SHORT TRAINING SESSION ATTENDANCE SHEET

Title: SITE HOUSEKEEPING AND WASTE DISPOSAL - (RCL 30)	Date: 08/08/18
Location: ST PAULS SCHOOL	Start Time: 07:30
Duration (Minutes): 30 mins	End Time: 08:00
Presenter Name: Jason. Wray	Presenter Signature:

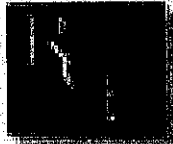
Candidate's Name	Name of Candidate's Employer	Candidate's Signature
J. DYSEN	RAPHAEL CONTRACTING LTD	
S. SIMEONIC	" "	
J. SMITH	" "	
K. O'MALLEY	" "	

Grant Claim Information

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

No. Attended	Duration	Total Time	Employer Reference
04	30 mins	2 Hours	2463745

DOCUMENT REFERENCE: DOCUMENT NUMBER	SYN-PHA-001 045	VERSION NO:	1.0	REVISION DATE: LAST REVISION DATE: NEXT REVIEW DATE:	01/02/2018 04/04/2018 07/04/2018	Page 1 of 1
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RAPHAEL CONTRACTING LTD

TRAINING AND DEVELOPMENT PLAN SHORT TRAINING SESSION ATTENDANCE SHEET

Topic: SITE HOUSEKEEPING AND WASTE DISPOSAL - (HCL 35)	Date: 05/08/18
Location: ST PAULS SCHOOL	Start Time: 07:30
Duration (Minutes): 30 mins	End Time: 08:00
Presenters name: Jason. Wray	Presenters Signature:

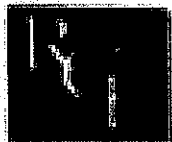
Candidate's Name	Name of Candidate's Employer	Candidate's Signature
J. DYSEN	RAPHAEL CONTRACTING LTD	
S. SIMONJIC	" " "	
J. SMITH	" " "	
K. D'MALLEY	" " "	

Grant Claim Information

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

No. Attended	Duration	Total Time	Employer Reference
04	30 mins	2 Hours	2453748

DOCUMENT REFERENCE: DOCUMENT CHARGE:	ST-PAULS 040	VERSION NO:	1.0	CREATION DATE: LAST REVISION DATE: NEXT REVISION DATE:	REVISION NO: 01/08/2018	Page 3 of 3
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RAPHAEL CONTRACTING LTD

TRAINING AND DEVELOPMENT PLAN SHORT TRAINING SESSION ATTENDANCE SHEET

Title: SLIPS TRIPS AND FALLS - (PCL 49)	Date: 09/08/19
Location: ST PAULS SCHOOL	Start Time: 11:30
Duration (Minutes): 30 mins	End Time: 12:00
Presenter name: Jason Wray	Presenter Signature:

Candidate's Name	Name of Candidate's Employer	Candidate's Signature
J. DYSON	RAPHAEL CONTRACTING LTD	
R. O'MALLEY	" " "	

Grand Total Information

Signatures for each of the candidates and the presenter must be obtained for the session to be valid.

No. Candidates	Duration	Date	Signature
02	30 mins	09/08/19	

Signature of
Candidate

Signature of
Candidate

Signature of
Candidate

Signature of
Candidate

Signature of
Candidate



RAPHAEL

CONTRACTING LTD

TRAINING AND DEVELOPMENT PLAN SHORT TRAINING SESSION ATTENDANCE SHEET

Title: <u>MANUAL HANDALWE</u>	Date: <u>06-08-18</u>
Location: <u>W03 WEMBEY</u>	Start Time: <u>10:00</u>
Duration (Minutes) <u>30 mins</u>	End Time: <u>10:30</u>
Presenters name: <u>J GEDMAN</u>	Presenters Signature: <u>[Signature]</u>

Candidate's Name	Name of Candidate's Employer	Candidate's Signature
H. GORASIA	RCL	[Signature]
R. RAMA	RCL	[Signature]
S.L. HIRANI	RCL	S. Hiran
J. NEEDHAM	RCL	[Signature]
J. KEARNS	RCL	J Kearns
M. DANDY	RCL	[Signature]

Grant Claim information

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

No. Attended	Duration	Total Time	Employer Reference
<u>6</u>	<u>30min</u>	<u>3 hours</u>	<u>2453745</u>

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	



SITE: WEMBLEY W03

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

AND

PLANT SAFETY CHECK

**SITE: Wembley Block
W03**

COMPILED & CHECKED BY: A. Kulsinskas

WEEK ENDING 12/08/18

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>
Toolbox	1340	04/05/2018		N/A	Condition good
Toolbox	1026	05/03/2018		N/A	Condition good
Toolbox	1A	05/03/2018		N/A	Condition good
Toolbox	16A	01/08/2018		N/A	Condition good
Toolbox	29A	01/08/2018		N/A	Condition good
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 Lead	269	04/05/2018		22/09/2018	Condition good
110v Lead	276	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 Lead	268	01/08/2018		02/11/2018	Condition good
110v Lead	1356	01/08/2018		02/11/2018	Condition good
110v Splitter Box	643	04/05/2018		22/09/2018	Condition good
110v Splitter Box	265	05/03/2018		22/09/2018	Condition good
110v Splitter Box	667	01/08/2018		02/11/2018	Missing covers – Off site
110v Task Light	1304	04/05/2018		22/09/2018	Condition good
110v Task Light	1305	05/03/2018		22/09/2018	Condition good
Dust Control Extractor	1303	04/05/2018		22/09/2018	Condition good
Dust Control Extractor	1265	05/03/2018		22/09/2018	Condition good
Dust Control Extractor	1243	01/08/2018		02/11/2018	Condition good
Dust Control Extractor	1242	01/08/2018		02/11/2018	Condition good
Makita Router ½	67	05/04/2018		22/09/2018	Condition good
Makita Router ¼	1353	04/07/2018		28/12/18	Condition very good
Makita Router ¼	63	05/03/2018		22/09/2018	In for repair
Makita Router ¼	959	06/08/2018		07/11/18	Condition good
Dewalt Router ¼	1357	06/08/2018		03/02/19	Condition very good
Dewalt Router ¼	1026	05/03/2018		22/09/2018	Condition good
Dewalt Router ¼	782	01/08/2018		02/11/2018	Condition good
2nd Fix Paslode Gun	529	05/03/2018		N/A	Condition good
2nd Fix Paslode Gun	991	23/07/2018		N/A	Condition good
2nd Fix Paslode Gun	169	04/05/2018		N/A	Condition good
Makita Chopsaw	1025	05/03/2018		22/09/2018	Condition good
Makita Chopsaw	940	01/08/2018		02/11/2018	Condition good
Bosch Jigsaw	48	05/04/2018		22/09/2018	Condition good

DOCUMENT REFERENCE: DOCUMENT OWNER:	SIT-FM-011 DAS	VERSION NO:	1.1	CREATION DATE: LAST REVISION DATE: NEXT REVIEW DATE:	07/02/2013 04/07/2013 07/02/2014	Page 1 of 1
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Makita Jigsaw	1275	05/03/2018		22/09/2018	Condition good
Jigsaw	1276	04/05/2018		22/09/2018	Condition good
Bosch Skillsaw	790	05/04/2018		22/09/2018	Condition good
Makita Skillsaw	1043	04/05/2018		22/09/2018	Condition good
Makita Skillsaw	706	05/03/2018		22/09/2018	Condition good
Bosch Planer	905	05/03/2018		22/09/2018	Condition good
Makita Planer	942	04/05/2018		22/09/2018	Condition good
Makita Planer	912	05/03/2018		22/09/2018	Condition good
Makita Sds	361	04/05/2018		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
Multi Tool	1280	04/05/2018		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

Site Manager's Daily Safe Start									
Contract:	W03	Site Manager:	Date (w/c):	Method statement (s) (Title, Rev No. & Rev date)	01 REV A				
Location and description of works:									
INSTALLING DOOR FRAMES + MACHINING FRAMES LEVEL 4 + 5									
MACHINING FRAMES LEVEL 2 KEEPS									
Site Manager's Daily Sign Off									
	Date	Name	Signature	Hot Topics of the Day (the main points you discussed)					
Monday	06-08-18	I Goodman		ROUTING FRAMES					
Tuesday	07-08-18	I Goodman		ROUTING FRAMES					
Wednesday	08-08-18	I Goodman		ROUTING FRAMES					
Thursday	09-08-18	AKULINSKAS		FRAMES + LEVEL 2 + 5					
Friday	10-08-18	AKULINSKAS		FRAMES delivery, Manual Handling					
Saturday				FRAMES storage, Fire blanket					
Sunday									
Operatives Daily Sign Off									
Name	Signature	M	T	W	T	F	S	S	Comments
H GORASIA		☒	☒	☒	☒	☒	☒	☒	
R RAMA		☒	☒	☒	☒	☒	☒	☒	
S L HIRANI		☒	☒	☒	☒	☒	☒	☒	
S NEEDHAM		☒	☒	☒	☒	☒	☒	☒	
S KEARNS		☒	☒	☒	☒	☒	☒	☒	
M DANDY		☒	☒	☒	☒	☒	☒	☒	

Before starting work, STOP, THINK and CHECK		Yes	No	N/A
If the answer to any question below is NO, do not start work until the issues are resolved				
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>Manual Handling</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				

TRAINING AND DEVELOPMENT PLAN
SHORT TRAINING SESSION ATTENDANCE SHEET

No. 4 Title: <i>PAMS</i>	Date: <i>07/08/18</i>
Location: WALKERS COURT	Start Time: <i>7:30</i>
Duration (Minutes) <i>30min</i>	End Time: <i>8:00</i>
Presenters name: <i>SLAV SIMONOVIC</i>	Presenters Signature: <i>[Signature]</i>

	Candidate's Name	Name of Employer	Candidate's Signature
1	<i>K. O'MALEY</i>	<i>RCL</i>	I confirm that I have understood the Tool Box Talk <i>[Signature]</i>
2	<i>J. SMITH</i>	<i>RCL</i>	I confirm that I have understood the Tool Box Talk <i>[Signature]</i>
3			I confirm that I have understood the Tool Box Talk
4			I confirm that I have understood the Tool Box Talk
5			I confirm that I have understood the Tool Box Talk
6			I confirm that I have understood the Tool Box Talk
7			I confirm that I have understood the Tool Box Talk
8			I confirm that I have understood the Tool Box Talk
9			I confirm that I have understood the Tool Box Talk
10			I confirm that I have understood the Tool Box Talk
11			I confirm that I have understood the Tool Box Talk
12			I confirm that I have understood the Tool Box Talk
13			I confirm that I have understood the Tool Box Talk
14			I confirm that I have understood the Tool Box Talk
15			I confirm that I have understood the Tool Box Talk

Grant Claim Information

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

No. Attended <i>2</i>	Duration <i>30min</i>	Total Time <i>1h.</i>	Employer Reference <i>2453745</i>
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DOCUMENT REFERENCE DOCUMENT OWNER	SIT-FM-007 DAS	VERSION NO: 1.1	CREATION DATE LAST REVISION DATE	07/02/2018 01/03/2018	Page 1 of 1
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TRAINING AND DEVELOPMENT PLAN SHORT TRAINING SESSION ATTENDANCE SHEET

No 2 RESPONSIBILITIES - EMPLOYEES Title: <i>AND SUB CONTRACTORS</i>	Date: <i>09/08/18</i>
Location: WALKERS COURT	Start Time: <i>7:30</i>
Duration (Minutes) <i>30min</i>	End Time: <i>8:00</i>
Presenters name: <i>SLAV SIMONOVIC</i>	Presenters Signature: <i>[Signature]</i>

	Candidate's Name	Name of Employer	Candidate's Signature
1	<i>J. SMITH</i>	<i>RCL</i>	I confirm that I have understood the Tool Box Talk <i>J. Smith</i>
			I confirm that I have understood the Tool Box Talk
3			I confirm that I have understood the Tool Box Talk
4			I confirm that I have understood the Tool Box Talk
5			I confirm that I have understood the Tool Box Talk
6			I confirm that I have understood the Tool Box Talk
7			I confirm that I have understood the Tool Box Talk
8			I confirm that I have understood the Tool Box Talk
9			I confirm that I have understood the Tool Box Talk
			I confirm that I have understood the Tool Box Talk
11			I confirm that I have understood the Tool Box Talk
12			I confirm that I have understood the Tool Box Talk
13			I confirm that I have understood the Tool Box Talk
14			I confirm that I have understood the Tool Box Talk
15			I confirm that I have understood the Tool Box Talk

Grant Claim Information

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

No. Attended

11

Duration

30min

Total Time

30min

Employer Reference

2453745

DOCUMENT REFERENCE
DOCUMENT OWNER

SIT-FM-007
DAS

VERSION NO:

1.1

CREATION DATE
LAST REVISION DATE

07/02/2018
07/03/2018

Page 1 of 1

WEEKLY PLANT RETURN

AND

PLANT SAFETY CHECK

SITE: Walkers Court

COMPILED & CHECKED BY: S.Simonovic

WEEK ENDING: 12/08/18

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

Plant Item	I.D. No.	On Site Date	Off Site Date	Test Expiry Date	Condition of items/ other comments
TOOL BOX	20A	07/08/18		N/A	
BOSCH JIG SAW	1256	07/08/18		07/09/18	
BOSCH HAMMER DRILL	941	07/08/18		07/09/18	
BOSCH PISTOL DRILL	972	07/08/18		07/09/18	
MAKITA 1/2 ROUTER	PS 22	07/08/18		07/09/18	
MAKITA SKILL SAW	293	07/08/18		07/09/18	
De WALT 1/2 ROUTER	892	07/08/18		07/09/18	
DUST CONTROL EXTRACTOR UNIT	1241	07/08/18		07/09/18	
110V EXTENSION LEAD	1254	07/08/18		07/09/18	
110V SPLITTER BOX LEAD	1358	07/08/18		07/09/18	
OFFICE EQUIPMENT					

DOCUMENT REFERENCE:	SI-MEM-011	VERSION NO:	1	CREATION DATE:	07/08/2018	PAGE 01/01
DOCUMENT OWNER:	OAS			LAST REVIEW DATE:	20/07/2018	
				NEXT REVIEW DATE:	07/07/2019	