



WEEKLY PLANT RETURN

AND

PLANT SAFETY CHECK

SITE: Wembley Block
W03

COMPILED & CHECKED BY: A. Kulsinskas

WEEK ENDING 16/09/18

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
Toolbox	4A	03/09/2018		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 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	29/08/2018		01/03/2019	Condition good
Dust Control Extractor	1243	01/08/2018		02/11/2018	Condition good
Dust Control Extractor	1242	29/08/2018		01/03/2019	Condition good
Dust Control Extractor	1264	21/08/2018		21/11/2018	Condition good
Dust Control Extractor	1359	21/08/2018		21/11/2018	Condition good
Makita Router 1/2	67	05/04/2018		22/09/2018	Condition good
Makita Router 1/4	1353	04/07/2018		28/12/18	Condition very good
Makita Router 1/4	63	05/03/2018		06/03/2019	Condition good
Makita Router 1/4	959	06/08/2018		07/11/18	Condition good
Dewalt Router 1/4	1357	06/08/2018		03/02/19	Condition very good
Dewalt Router 1/4	1026	05/03/2018		22/09/2018	Condition good
Dewalt Router 1/4	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

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

2 nd Fix Paslode Gun	169	04/05/2018		N/A	Condition good
2 nd Fix Paslode Gun	1336	15/08/2018		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
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
Hop-Up	RCL	15/08/2018		N/A	Condition good



E: Walsingham House

PILED & CHECKED BY: K.Kulsinskas

WEEK ENDING: 16-09-18

it 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>
Makita router	1208	23-03-18		03-12-18	
Dewalt router	660	23-03-18		03-12-18	
Makita skilsaw	918	23-03-18		03-12-18	
Jigsaw	1028	23-03-18		03-12-18	
Panner	161	23-03-18		03-12-18	
Hammer drill	934	23-03-18		03-12-18	
2Fix paslode gun	1295	23-03-18			
Dust extractor	1242	23-03-18		03-12-18	
Splitter box	644	23-03-18		03-12-18	
Lead	78a	23-03-18		03-12-18	
Lead	1268	23-03-18		03-12-18	
Lead	1300	23-03-18		03-12-18	
Lead	1246	23-03-18		03-12-18	
Lead	187	23-03-18		03-12-18	
Sitebox	32A	23-03-18			
Sitebox	22A	23-03-18			
Sitebox	A2	23-03-18			
Podium	PS363	23-03-18			
Site box	1341	10-04-18			
Hoover	1304	14-05-18		03-12-18	
Makita planer	201	14-05-18		03-12-18	
Lead	1319	14-05-18		03-12-18	
Lead	211	14-05-18		03-12-18	
Bosh jigsaw	162	14-05-18		03-12-18	
Makita skilsaw	705	14-05-18		03-12-18	
Splitter box	2662	14-05-18		03-12-18	
Paslode gun 2Fix	1014	14-05-18			
Router	1337	14-05-18		03-12-18	
Transformer 110v	1039	14-05-18		03-12-18	
Makita battery jigsaw	1271	30-05-18			
Bosh pistol drill	22	30-05-18		03-12-18	
Splitter box	649	30-05-18		03-12-18	

DOCUMENT REFERENCE:	SIT-FM-011	VERSION NO:	1.1	CREATION DATE:	07/02/2013	Page 1 of 2
DOCUMENT OWNER:	DAS			LAST REVISION DATE:	04/07/2013	
				NEXT REVIEW DATE:	07/02/2014	

Makita drill	330	30-05-18		03-12-18	
Makita chapsaw	887	08-06-18		03-12-18	
Epson printer	WF-7610	06-05-18			
Cupboard 1No		04-06-18			
Bench stools 4No.		04-06-18			

DOCUMENT REFERENCE:	SIT-FM-011	VERSION NO:	1.1	CREATION DATE:	07/02/2013	Page 2 of 2
DOCUMENT OWNER:	DAS			LAST REVISION DATE:	04/07/2013	
				NEXT REVIEW DATE:	07/02/2014	

WEEKLY PLANT RETURN AND PLANT SAFETY CHECK

SITE: WALKERS COURT

COMPILED & CHECKED BY: S. SIMONOVIC

WEEK ENDING:
16/09/18

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
BOSH JIGSAW	1256	07/08/18		07/11/18	
BOSH HAMMER DRILL	941	07/08/18		07/11/18	
BOSCH PISTOL DRILL	972	07/08/18		07/11/18	
MAKITA SKILL SAW	293	07/08/18		07/11/18	
DUST CONTROL EXTRACTOR	1241	07/08/18		07/11/18	
110V EXTENSION LEAD	1254	07/08/18		07/11/18	
MAKITA ¼ ROUTER	332	13/08/18		10/11/18	
MAKITA PLANER	906	13/08/18		10/11/18	
110V SPLITTER BOX	246	13/08/18		10/11/18	
110V EXTENSION LEAD	76	13/08/18		10/11/18	
TOOL BOX	7A	13/08/18		N/A	
TOOL BOX	666	13/09/18		N/A	
DEWALT CHOPSAW	814	13/09/18		11/11/18	



SITE: WALKERS COURT

[illegible]

TRAINING AND DEVELOPMENT PLAN

SHORT TRAINING SESSION ATTENDANCE SHEET

No. 39 Title: SITE HOUSE KEEPING AND WASTE DISPOSAL Location: WALKERS COURT Duration (Minutes): 30 min Presenters name: S. SIMONOVIC	Date: 11/09/18 Start Time: 7:30 End Time: 8:00 Presenters Signature: <i>[Signature]</i>
---	--

#	Candidate's Name	Name of Employer	Candidate's Signature
1	J. SMITH	RCL	I confirm that I have understood the Tool Box Talk <i>[Signature]</i>
2			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
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

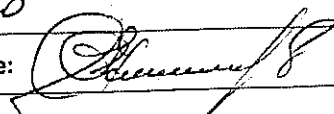
Grant Claim Information

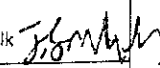
Note: Claims can only be made for your employees or labour-only sub-contractors

No. Attended	Duration	Total Time	Employer Reference
1	30min	30min	2453745

DOCUMENT REFERENCE:	SIT-FM-007	VERSION NO:	1.1	CREATION DATE:	07/02/2013	Page 1 of 1
---------------------	------------	-------------	-----	----------------	------------	-------------

SHORT TRAINING SESSION ATTENDANCE SHEET

No. 41 Title: <u>HAND AND ARM VIBRATION (HAV)</u>		Date: <u>13/9/18</u>
Location: <u>WALKERS COURT</u>		Start Time: <u>7:30</u>
Duration (Minutes): <u>30min</u>	End Time: <u>8:00</u>	
Presenters name: <u>S. SIMONOVIC</u>	Presenters Signature: 	

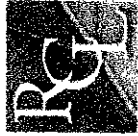
	Candidate's Name	Name of Employer	Candidate's Signature
1	<u>J. SMITH</u>	<u>RCL</u>	I confirm that I have understood the Tool Box Talk 
			I confirm that I have understood the Tool Box Talk
3			I confirm that I have understood the Tool Box Talk
4			I confirm that I have understood the Tool Box Talk
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	Duration	Total Time	Employer Reference
<u>1</u>	<u>30min</u>	<u>30min</u>	<u>2453745</u>

DOCUMENT REFERENCE: DOCUMENT OWNER:	SIT-FM-007 DAS	VERSION NO: 1.1	CREATION DATE: LAST REVISION DATE:	07/02/2013 01/03/2018	Page 1 of 1
--	-------------------	--------------------	---------------------------------------	--------------------------	-------------



Site Manager's Daily Safe Start

Contract:	Wembley W03	Site Manager:	A. Kulsinskas	Date (w/c):	10.09.2018	Method statement (s) (Title, Rev No. & Rev date)	General Carpentry and Joinery Rev. A 20/06/18		
Location and description of works: Install door frames to level 4, Core A, Level 1 Core B. Machine frames for hinges - Ground floor, Second Floor to Level 3, Core A									
Site Manager's Daily Sign Off									
		Date	Name	Signature	Hot Topics of the Day (the main points you discussed)				
Monday		10.09.18	A. Kulsinskas		Tools inspection				
Tuesday		11.09.18	A. Kulsinskas		Doors delivery. Manual Handling.				
Wednesday		12.09.18	A. Kulsinskas		Install doors. Method statement.				
Thursday		13.09.18	A. Kulsinskas		Storage of skirting.				
Friday		14.09.18	A. Kulsinskas		Frames delivery. Manual Handling.				
Saturday									
Sunday									
Operatives Daily Sign Off									
Name	Signature	M	T	W	T	F	S	S	Comments
H. Gorasia		✓	✓	✓	✓	✓	✓	✓	
R. Rama		✓	✓	✓	✓	✓	✓	✓	
S.L. Hirani		✓	✓	✓	✓	✓	✓	✓	
M. Dandy		✓	✓	✓	✓	✓	✓	✓	
D. Rascic		✓	✓	✓	✓	✓	✓	✓	
M. Kowalski		✓	✓	✓	✓	✓	✓	✓	
K. Kowalski		✓	✓	✓	✓	✓	✓	✓	

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

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:

Method statements and Risk Assessments

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

Yes

No

N/A



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		
JOR NEEDHAM		✓				✓				✓	<i>[Signature]</i>	7/8/18
S.L. HIRANI			✓	✓		✓					<i>S. Hirani</i>	8/8/18
S.L. Hirani						✓				✓	<i>[Signature]</i>	16/8/18
H. Gorasia						✓				✓	<i>[Signature]</i>	16/8/18
H. Gorasia				✓		✓				✓	<i>[Signature]</i>	28/8/18
M. Dandur				✓						✓	<i>[Signature]</i>	31/8/18
M. Kowalski		✓								✓	<i>[Signature]</i>	4/9/18
K. Kowalski		✓								✓	<i>[Signature]</i>	4/9/18
A. Kulsinskas				✓						✓	<i>[Signature]</i>	07/09/18
N. Malcolm	✓	✓		✓			✓				<i>[Signature]</i>	11/09/18
Diind	✓	✓	✓	✓							<i>[Signature]</i>	13/09/18

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
--	-------------------	--------------------	---------------------------------------	--------------------------	-------------



RAPHAEL

CONTRACTING LTD

TRAINING AND DEVELOPMENT PLAN SHORT TRAINING SESSION ATTENDANCE SHEET

Title: Method statements and Risk Assessments	Date: 11/09/18
Location: Wembley W03	Start Time: 08:30
Duration (Minutes): 30min	End Time: 09:00
Presenters name: A. Kulsinkas	Presenters Signature:

Candidate's Name	Name of Candidate's Employer	Candidate's Signature
James Kearns	RCL	James Kearns
H. GORASIA	R.C.L	
R. RAMA.	R.C.L	
S.L. HIRANI	R.C.L.	
D. RASCICU	R.C.L	
M. DANDY	RCL	
M. KOWALSKI	RCL	
K. KOWALSKI	RCL	

Grant Claim information

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

No. Attended	Duration	Total Time	Employer Reference
8	30min	4 hours	2453745

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	



RAPHAEL

CONTRACTING LTD

TRAINING AND DEVELOPMENT PLAN SHORT TRAINING SESSION ATTENDANCE SHEET

Title: Method statements and Risk Assessments	Date: 11/09/18
Location: Wembley W03	Start Time: 08:30
Duration (Minutes): 30min	End Time: 09:00
Presenters name: A. Kulsinkas	Presenters Signature:

Candidate's Name	Name of Candidate's Employer	Candidate's Signature
James Kearns	RCL	James Kearns
H. GORASIA	R.C.L	
R. RAMA.	R.C.L	
S.L. HIRANI	R.C.L	
D. RASCICU	R.C.L	
M. DANDY	RCL	
M. KOWALSKI	RCL	
K. KOWALSKI	RCL	

Grant Claim information

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

No. Attended 8	Duration 30min	Total Time 4 hours	Employer Reference 2453745
-------------------	-------------------	-----------------------	-------------------------------

DOCUMENT REFERENCE: DOCUMENT OWNER:	SIT-FM-007 DAS	VERSION NO: 1.0	CREATION DATE: LAST REVISION DATE: NEXT REVIEW DATE:	07/02/2013 N/A 07/02/2014	Page 1 of 1
--	-------------------	--------------------	--	---------------------------------	-------------