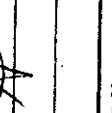
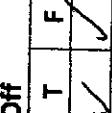


Site Manager's Daily Safe Start

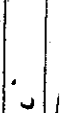
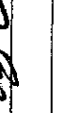
Contract:	Wembley W03	Site Manager:	A. Kulsinskas	Date (w/c):	01.10.2018	Method statement (s) (Title, Rev No. & Rev date)	General Carpentry and Joinery Rev. A 20/06/18
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Location and description of works: Install door frames to level 3, Block B. 2nd fix to Level 1, Block A

Site Manager's Daily Sign Off

	Date	Name	Signature	Hot Topics of the Day (the main points you discussed)
Monday	01.10.18	A. Kulsinskas		2nd fix to Plots Set up of Work Station.
Tuesday	2.10.18	A. Kulsinskas		Dust Extraction Check Extractors.
Wednesday	3.10.18	A. Kulsinskas		Skirting distribution Storage.
Thursday	4.10.18	A. Kulsinskas		Doors delivery Manual Handling.
Friday	5.10.18	A. Kulsinskas		Front doors install Protection.
Saturday				
Sunday				

Operatives Daily Sign Off

Name	Signature							Operatives Daily Sign Off							Comments
								M	T	W	T	F	S	S	
E. Amaning								☒	☒	☒	☒	☒	☒	☒	
H. Gorasia								☒	☒	☒	☒	☒	☒	☒	
R. Rama								☒	☒	☒	☒	☒	☒	☒	
S.L. Hirani								☒	☒	☒	☒	☒	☒	☒	
J. Kearns								☒	☒	☒	☒	☒	☒	☒	
M. Kowalski								☒	☒	☒	☒	☒	☒	☒	
K. Kowalski								☒	☒	☒	☒	☒	☒	☒	
D. Rascical								☒	☒	☒	☒	☒	☒	☒	
D. Ramchande								☒	☒	☒	☒	☒	☒	☒	
H. Manilal								☒	☒	☒	☒	☒	☒	☒	
Hip. Nayilal.								☒	☒	☒	☒	☒	☒	☒	
M. Dandy.								☒	☒	☒	☒	☒	☒	☒	

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>Dust and Air Quality</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)		✓	



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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		
HIMANJAL	✓	✓	✓	✓			✓					17/09/18
J. masikane				✓								17/09/18
HIPEN	✓	✓	✓	✓			✓					17/09/18
Ernest		✓		✓								18/09/18
S. GOSWAMI		✓										18/09/18
S.L. HIRANI		✓				✓						18/09/18
H. GORASIA		✓			✓	✓						18/09/18
R. RAMANI		✓		✓								26/09/18
Hip. Manilal		✓		✓								26/09/18
Harish Manilal				✓		✓				✓		01/10/18
J. Kearn s				✓			✓					03/10/18
M. Dandy		✓										03/10/18
H. GORASIA				✓						✓		04/10/18



SITE: WALKERS COURT

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DOCUMENT REFERENCE:	SIT-FM-008	VERSION NO: 1.2	CREATION DATE: 07/02/2013 LAST REVISION DATE: 01/03/2018	Page 1 of 1
DOCUMENT OWNER:	DAS			



WEEKLY PLANT RETURN

AND

PLANT SAFETY CHECK

**SITE: Wembley Block
W03**

COMPILED & CHECKED BY: A. Kulsinskas

WEEK ENDING 07/10/18

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	1320	04/05/2018		19/12/2018	Condition good
110v Lead	1317	04/05/2018		19/12/2018	Condition good
110v Lead	269	04/05/2018		19/12/2018	Condition good
110v Lead	276	04/05/2018		19/12/2018	Condition good
110v Lead	1247	05/03/2018		19/12/2018	Condition good
110v Lead	1248	05/03/2018		19/12/2018	Condition good
110v Lead	932	05/03/2018		19/12/2018	Condition good
110v Lead	268	01/08/2018		19/12/2018	Condition good
110v Lead	1356	01/08/2018		19/12/2018	Condition good
110v Lead	83	24/09/2018		24/12/2018	Condition good
110v Lead	133	24/09/2018		24/12/2018	Condition good
110v Lead	104	24/09/2018		24/12/2018	Condition good
110v Lead	897	24/09/2018		24/12/2018	Condition good
110v Splitter Box	643	04/05/2018		19/12/2018	Condition good
110v Splitter Box	265	05/03/2018		19/12/2018	Condition good
110v Splitter Box	667	19/09/2018		19/12/2018	Condition good
110v Splitter Box	1228	19/09/2018		19/12/2018	Condition good
110v Splitter Box	69	24/09/2018		24/12/2018	Condition good
110v Splitter Box	272	24/09/2018		24/12/2018	Condition good
110v Task Light	1304	04/05/2018		19/12/2018	Condition good
110v Task Light	1305	05/03/2018		19/12/2018	Condition good
Dust Control Extractor	1303	04/05/2018		19/12/2018	Condition good
Dust Control Extractor	1265	29/08/2018		19/12/2018	Condition good
Dust Control Extractor	1243	01/08/2018		19/12/2018	Condition good
Dust Control Extractor	1242	29/08/2018		19/12/2018	Condition good
Dust Control Extractor	1264	21/08/2018		19/12/2018	Condition good
Dust Control Extractor	1359	21/08/2018		19/12/2018	Condition good
Dust Control Extractor	1214	24/09/2018		24/12/2018	Condition good
Makita Router ½	67	05/04/2018		19/12/2018	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 Router ¼	1353	04/07/2018		19/12/2018	Condition good
Makita Router ¼	63	05/03/2018		19/12/2018	Condition good
Makita Router ¼	959	06/08/2018		19/12/2018	Condition good
Dewalt Router ¼	1357	06/08/2018		19/12/2018	Condition good
Dewalt Router ¼	1026	05/03/2018		19/12/2018	Condition good
Dewalt Router ¼	782	01/08/2018		19/12/2018	Condition good
Dewalt Router ½	892	24/09/2018		24/12/2018	Condition good
2 nd Fix Paslode Gun	529	05/03/2018		N/A	Condition good
2 nd Fix Paslode Gun	991	23/07/2018		N/A	Condition good
2 nd Fix Paslode Gun	1255	17/09/2018		N/A	Out for Service
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
2 nd Fix Paslode Gun	1360	20/09/2018		N/A	Condition good
Makita Chopsaw	1025	05/03/2018		19/12/18	Condition good
Makita Chopsaw	940	01/08/2018		19/12/18	Condition good
Makita Chopsaw	957	18/09/18		19/12/18	Condition good
Dewalt Chopsaw	621	24/09/18		24/12/18	Condition good
Bosch Jigsaw	48	05/04/2018		19/12/18	Condition good
Makita Jigsaw	1275	05/03/2018		19/12/18	Condition good
Jigsaw	1276	04/05/2018		19/12/18	Condition good
Bosch Skillsaw	790	05/04/2018		19/12/18	Condition good
Makita Skillsaw	1043	04/05/2018		19/12/18	Condition good
Makita Skillsaw	706	05/03/2018		19/12/18	Condition good
Bosch Planer	905	05/03/2018		19/12/18	Condition good
Makita Planer	942	04/05/2018		19/12/18	Condition good
Makita Planer	912	05/03/2018		19/12/18	Condition good
Makita Sds	361	04/05/2018		19/12/18	Condition good
Makita Hammer Drill	913	05/03/2018		19/12/18	Condition good
Bosch Pistol Drill	651N	05/03/2018		19/12/18	Condition good
Multi Tool	1280	04/05/2018		19/12/18	Condition good
Makita Biscuit cutter	936	05/04/2018		19/12/18	Condition good
A Frame		04/05/2018		N/A	Condition good
A Frame	1294	24/09/2018		N/A	Condition good
Hop-Up	RCL	15/08/2018		N/A	Condition good
Mini Fridge		17/09/2018		19/12/18	Condition good
Printer Epson		17/09/2018		19/12/18	Condition good
Tea Kettle		17/09/2018		19/12/18	Condition good



SITE: *Walsingham House*

COMPILED & CHECKED BY: K.Kulsinskas

WEEK ENDING: 07-10-18

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>
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			
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			
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	
Makita drill	330	30-05-18		03-12-18	
Makita chopsaw	887	08-06-18		03-12-18	
Epson printer	WF-7610	06-05-18			
Cupboard 1No		04-06-18			

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	

Bench stools 4No.		04-06-18			
Makita biscuit cutter	244	19-9-18		21-12-18	

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

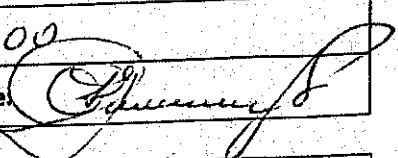
WEEK ENDING:
07/10/18

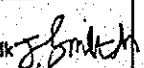
Please ensure any defective tools are taken out of service immediately and sent for repair or replacement without delay

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	

TRAINING AND DEVELOPMENT PLAN

SHORT TRAINING SESSION ATTENDANCE SHEET

No: 15 Title: <u>HEARING PROTECTION AND NOISE</u>	Date: <u>2/10/18</u>
Location: <u>WALKERS COURT</u>	Start Time: <u>7:30</u>
Duration (Minutes) <u>30 min</u>	End Time: <u>8:00</u>
Presenters name: <u>S. SIMONOVIC</u>	Presenters Signature: 

No.	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 
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 <u>1</u>	Duration <u>30 min</u>	Total Time <u>30 min</u>	Employer Reference <u>2453745</u>
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DOCUMENT REFERENCE:	SIT-FM-007	VERSION NO:	1.1	CREATION DATE:	07/02/2013	Page 1 of 1
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TRAINING AND DEVELOPMENT PLAN SHORT TRAINING SESSION ATTENDANCE SHEET

Title: Dust and Air Quality	Date: 03.10.18
Location: Wembley W03	Start Time: 08:30
Duration (Minutes) 30 min.	End Time: 09:00
Presenters name: A. Kulsinkas	Presenters Signature:

Candidate's Name	Name of Candidate's Employer	Candidate's Signature
M. KOWALSKI	Kowalski RCL	Kowalski
K. KOWALSKI	Kowalski RCL	Kowalski
H. GORASIA	H. R.C.L.	H. Gorasia
D. RASCICIAU	R.C.L.	D. Rasciciau
H. Manilal	R.C.L.	H. Manilal
E. Amaring	R.C.L.	E. Amaring
R. Rama	R.C.L.	R. Rama
S. L. Hirani	R.C.L.	S. L. Hirani
A. Ramchande	R.C.L.	A. Ramchande
M. Dandy	R.C.L.	M. Dandy

Grant Claim information

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

No. Attended	Duration	Total Time	Employer Reference
10	30min	5 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	