



RAPHAEL
CONTRACTING LTD

Site Manager's Daily Safe Start

Contract:	Wembley W03	Site Manager:	A. Kulsinskas	Date (w/c):	29/10/18	Method statement (s) (Title, Rev No. & Rev date)	General Carpentry and Joinery Rev. A 16/10/18
-----------	-------------	---------------	---------------	-------------	----------	---	--

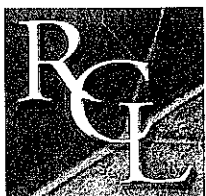
Location and description of works: Install frames Level 11A, install doors Level 3B, install doors Level 7A.

Site Manager's Daily Sign Off					Hot Topics of the Day (the main points you discussed)
	Date	Name	Signature		
Monday	29/10/18	A. Kulsinskas			Tools inspection, before use.
Tuesday	30/10/18	A. Kulsinskas			Carpenters setup to Level 7B
Wednesday	31/10/18	A. Kulsinskas			Shifting delivery Storage.
Thursday	1/11/18	A. Kulsinskas			Doors delivery. Manual Handling
Friday	2/11/18	A. Kulsinskas			Electrical Safety.
Saturday					
Sunday					

Operatives Daily Sign Off											Comments
Name	Signature	M	T	W	T	F	S	S			
E. Amaning		☒	☒	☒	☒	☒	☒	☒			
H. Gorasia		☒	☒	☒	☒	☒	☒	☒			
R. Rama		☒	☒	☒	☒	☒	☒	☒			
S.L. Hirani		☒	☒	☒	☒	☒	☒	☒			
J. Kearns		☒	☒	☒	☒	☒	☒	☒			
D. Rascidial		☒	☒	☒	☒	☒	☒	☒			
D. Ramchande		☒	☒	☒	☒	☒	☒	☒			
H. Manilal		☒	☒	☒	☒	☒	☒	☒			
H. Manilal		☒	☒	☒	☒	☒	☒	☒			
M. Kowalski		☒	☒	☒	☒	☒	☒	☒			
K. Kowalski		☒	☒	☒	☒	☒	☒	☒			
I. HAYOVSKY		☒	☒	☒	☒	☒	☒	☒			
B. F. ZAKARIA		☒	☒	☒	☒	☒	☒	☒			
P.O. DARBAN		☒	☒	☒	☒	☒	☒	☒			

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>Electrical Safety</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)		✓	

[illegible]



WEEKLY PLANT RETURN

AND

PLANT SAFETY CHECK

**SITE: Wembley Block
W03**

COMPILED & CHECKED BY: A. Kulsinskas

WEEK ENDING 04/11/18

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
Toolbox	25A	08/10/2018		N/A	Condition good
Toolbox	A2	19/10/2018		N/A	Condition good
Toolbox	9A	19/10/2018		N/A	Condition good
Toolbox	22A	19/10/2018		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 Lead	1249	19/10/2018		19/01/2019	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 Splitter Box	2662	19/10/2018		24/12/2019	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

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

110v Task Light	32	19/10/2018		19/01/2019	Condition good
110v Task Light	31	19/10/2018		19/01/2019	Condition good
110v Task Light	26	19/10/2018		19/01/2019	Condition good
110v Task Light	21	19/10/2018		19/01/2019	Condition good
110v Task Light	1360	19/10/2018		19/01/2019	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
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	Out to repair
2 nd Fix Paslode Gun	1255	17/09/2018		N/A	Condition good
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
2 nd Fix Paslode Gun	72	01/11/2018		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
Makita Chopsaw	620	19/09/18		24/03/19	Condition good
Dewalt Chopsaw	621	24/09/18		24/12/18	Condition good
Dewalt Chopsaw	976	19/10/18		19/01/19	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	Not in use. Send to repair
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



RAPHAEL

CONTRACTING LTD

TRAINING AND DEVELOPMENT PLAN SHORT TRAINING SESSION ATTENDANCE SHEET

Title: <i>Electrical Safety</i>	Date: <i>02.11.18</i>
Location: <i>Wembley W03</i>	Start Time: <i>15:00</i>
Duration (Minutes) <i>30 min.</i>	End Time: <i>15:30</i>
Presenters name: <i>A. Kulsinkas</i>	Presenters Signature: <i>[Signature]</i>

Candidate's Name	Name of Candidate's Employer	Candidate's Signature
<i>M. KOZALSKI</i>	<i>RCL</i>	<i>[Signature]</i>
<i>K. KOZALSKI</i>	<i>RCL</i>	<i>[Signature]</i>
<i>I. MAYOVSKYY</i>	<i>RCL</i>	<i>[Signature]</i>
<i>G. ZACHAR</i>	<i>RCL</i>	<i>[Signature]</i>
<i>H. GORASIA</i>	<i>R.C.L.</i>	<i>[Signature]</i>
<i>R. RAMA</i>	<i>R.C.L.</i>	<i>[Signature]</i>
<i>J. MUSTICAR</i>	<i>RCL</i>	<i>[Signature]</i>
<i>P. O'DONOVAN</i>	<i>RCL</i>	<i>[Signature]</i>
<i>BEN MOUNIR</i>	<i>RCL</i>	<i>[Signature]</i>
<i>BERNARDS B. R.</i>	<i>RCL</i>	<i>[Signature]</i>
<i>J. Keam</i>	<i>RCL</i>	<i>[Signature]</i>
<i>D. RASCICH</i>	<i>R.C.L.</i>	<i>[Signature]</i>

Grant Claim information

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

No. Attended	Duration	Total Time	Employer Reference
<i>12</i>	<i>30min.</i>	<i>6 hours</i>	<i>2453745</i>



RAPHAEL CONTRACTING LTD

TRAINING AND DEVELOPMENT PLAN SHORT TRAINING SESSION ATTENDANCE SHEET

Title: <u>Electrical Safety</u>	Date: <u>02.11.18</u>
Location: <u>Wembley W03</u>	Start Time: <u>15:00</u>
Duration (Minutes) <u>30 min.</u>	End Time: <u>15:30</u>
Presenters name: <u>A. Kulsinskas</u>	Presenters Signature: <u>[Signature]</u>

Candidate's Name	Name of Candidate's Employer	Candidate's Signature
<u>M. Goltz</u>	<u>Hofen Goltz RCL</u>	<u>[Signature]</u>
<u>A. PATEL</u>	<u>RCL</u>	<u>[Signature]</u>
<u>HIPEN MANILAL</u>	<u>RCC</u>	<u>[Signature]</u>
<u>HARES MANILAL</u>	<u>RCL</u>	<u>[Signature]</u>
<u>HAMMILAL</u>	<u>RCL</u>	<u>[Signature]</u>
<u>S. L. HIRANI</u>	<u>R.C.L.</u>	<u>[Signature]</u>
<u>Dial</u>	<u>R.C.L.</u>	<u>[Signature]</u>
<u>E. Amaring</u>	<u>RCL</u>	<u>[Signature]</u>
<u>MOUNIR BENMAILLOU</u>	<u>RCL</u>	<u>[Signature]</u>

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>9</u>	<u>30min</u>	<u>4.5 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: *Walsingham House*

COMPILED & CHECKED BY: K.Kulsinskas

WEEK ENDING: 04-11-18

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	12-10-18	12-10-18	
Dewalt router	660	23-03-18	12-10-18	12-10-18	
Makita skilsaw	918	23-03-18	12-10-18	12-10-18	
Jigsaw	1028	23-03-18	12-10-18	5-11-18	
Panner	161	23-03-18	12-10-18		
Hammer drill	934	23-03-18	12-10-18	12-10-18	
2Fix paslode gun	1295	23-03-18	12-10-18		
Spliter box	644	23-03-18	12-10-18		
Lead	78a	23-03-18	12-10-18		
Lead	1268	23-03-18	12-10-18		
Lead	1300	23-03-18	12-10-18		
Lead	1246	23-03-18	12-10-18		
Lead	187	23-03-18	12-10-18		
Sitebox	32A	23-03-18	12-10-18		
Sitebox	22A	23-03-18	12-10-18	29-10-18	
Sitebox	A2	23-03-18	12-10-18	12-10-18	
Site box	1341	10-04-18	12-10-18	5-10-18	
Hoover	1304	14-05-18	12-10-18	12-10-18	
Makita planer	201	14-05-18	12-10-18	12-10-18	
Lead	1319	14-05-18	12-10-18	12-10-18	
Lead	211	14-05-18	12-10-18	29-10-18	
Bosh jigsaw	162	14-05-18	12-10-18	12-10-18	
Makita skilsaw	705	14-05-18	12-10-18	12-10-18	
Spliter box	2662	14-05-18	12-10-18	29-10-18	
Paslode gun 2Fix	1014	14-05-18	12-10-18	5-10-18	
Router	1337	14-05-18	12-10-18	12-10-18	
Transformer 110v	1039	14-05-18	12-10-18		
Makita battery jigsaw	1271	30-05-18	12-10-18		
Bosh pistol drill	22	30-05-18	12-10-18		
Spliter box	649	30-05-18	12-10-18	12-10-18	
Makita drill	330	30-05-18	12-10-18		
Makita chopsaw	887	08-06-18	12-10-18	05-11-18	

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	

Epson printer	WF-7610	06-05-18	12-10-18	29-10-18	
Cupboard 1No		04-06-18	12-10-18	5-11-18	
Bench stools 4No.		04-06-18	12-10-18	29-10-18 5-11-18	
Makita biscuit cutter	244	19-9-18	12-10-18	12-10-18	



WEEKLY PLANT RETURN AND PLANT SAFETY CHECK

SITE: WALKERS COURT

COMPILED & CHECKED BY: S. SIMONOVIC

WEEK ENDING:
04/11/18

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	
DEWALT ¼ ROUTER	1361	16/10/18		08/04/19	NEW



TRAINING AND DEVELOPMENT PLAN SHORT TRAINING SESSION ATTENDANCE SHEET

No: 71	Date: 30/10/18
Title: ENVIRONMENTAL ISSUES FORGAPEN	
Location: WALKERS COURT	Start Time: 7:30
Duration (Minutes) 30min	End Time: 8:00
Presenters name: S. SIMONOVIC	Presenters Signature: [Signature]

	Candidate's Name	Name of Employer	Candidate's Signature
1	J. SMITH	RCL	I confirm that I have understood the Tool Box Talk [Signature]
			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
1	30min	30min	2453745

PERSONAL PROTECTIVE EQUIPMENT ISSUE REGISTER

SITE: WALKERS COURT

[illegible]