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RAPHAEL CONTRACTING LTD

PERSONAL PROTECTIVE EQUIPMENT ISSUE REGISTER

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CREATION DATE: LAST REVISION DATE:

17

VERSION NO:

SIT-FM-008 DAS

DOCUMENT REFERENCE: DOCUMENT OWNER:



| | | · (| | | Date | | 8/02/1 | 9 |
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| Title: No: 18 EYE PRO | TECT. | ON | | | | t Time: | 7:30 | |
| Location: WELLINGTON HOUSE | <u>-</u> | | | | | Time: | 8:00 | |
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| Presenters name: S. S. | MON | vou'c | | | Pies | Sellifer 3 3 | Briatarti | Jeney, |
| Candidate's | Name | | Name | e of Employ | er | | Candidat | e's Signature |
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| senters name: S. S. LUNONC | | | Pre | senters Signature: (Theremes) |
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| Candidate's Name | | Name of Empl | oyer | Candidate's Signature |
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| Title: MANUAL HANDLING (RCL no 21) | Date: 28/02/19 |
|------------------------------------|-----------------------|
| Location: AELTC Wimbledon Court 1 | Start Time: 11:30 |
| Duration (Minutes) 30 mins | End Time: 12:00 |
| Presenters name: Jason Wray | Presenters Signature: |
| | |

| Candidate's Name | Name of Candidate's Employer | Candidate's Signature |
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| S. HIRANI | Raphael Contracting Ltd | 5. Heav |
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Duration 30 mins Total Time
1 hour

Employer Reference 2453745

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







Toolbox Talk No. 21 MANUAL HANDLING

Over one third of all accidents reported involve injuries sustained whilst lifting and handling materials and equipment.

Before Manual Handling PREPARE FOR THE LIFT - THINK AND PLAN!!

- Wear the correct PPE 1.
- What is being lifted where to and how far? 2.
- Can you handle the load yourself or do you need assistance? How many people are needed? Know 3. your capabilities, only tackle jobs you can handle.
- Is the lifting and handling area clear of hazards? 4.
- Can loads be split into smaller loads? 5.
- Is equipment available? If possible, use mechanical handling instead of manual handling, i.e. 6. forklifts or pallet trucks.
- Is there a clear walkway with good lighting to the work area? 7.
- What checks should you carry out before lifting? Q:
- Always you know the weight of load before lifting.
- 2. Wear gloves to protect against cuts and puncture wounds.
- Wear safety boots or shoes to protect from falling loads.
- 4. Carry out a trial lift by rocking the load from side to side, then try to lift it a small amount, get a 'feel' for it.
- What PPE should you wear and why? Q:

Good Handling Technique

- Stand reasonably close to the load, feet hip-width apart, one foot slightly forward, pointing in the 1. direction you're going.
- Bend your knees and keep your back straight. 2.
- Get a secure grip on the load. 3.
- Breathe in, before lifting, as this helps to support the spine. 4.
- Describe how you would lift an object safely. Q:
- Use a good lifting technique, keep your back straight, and lift using your legs. 5.
- Keep the load close to your body. 6.
- Don't carry a load that obscures your vision. 7.
- Lift slowly and smoothly. 8.
- What checks should you carry out before moving off with a load? Q:
- Avoid jerky movements. 9.
- Avoid twisting your body when lifting or carrying a load. 10.
- When lifting a height from the floor, do it in two stages. 11.
- When two or more people lift a load, one person must take control to co-ordinate the lift. 12.
- When two or more people are lifting a load, what should happen? Q:
- What should you first consider before manual handling? Q:
- What should you do to help support your spine? Q:
- Name two hazards when lifting and carrying. Q:

REMEMBER: You only have one back, look after it!

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| DOCUMENT REFERENCE: DOCUMENT OWNER: | TOOLBOX TALKS | VERSION NO: | 8 | CREATION DATE: LAST REVISION DATE: | 11/08/2010 10/05/2018 | Page 29 of 141 | |
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| Dura | ition (Minutes) /Smins | E | nd Time: //. 4.5 |
| Pres | enters name: G Buck | P | resenters Signature: |
| | Candidate's Name | Name of Employe | r Candidate's Signature |
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PERSONAL PROTECTIVE EQUIPMENT ISSUE REGISTER

SITE: WEMBLEY W03

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| G. Zaharia | | | | > | | | | | | | Sec. 1 | 13/02/19 |
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| Title: SITE HOUSEKEEPING AND WASTE DISPOSAL | Date: 01.03.19 |
|---|-----------------------|
| Location: Wembley W03 | Start Time: 12:30 |
| Duration (Minutes) 30min | End Time: 13:00 |
| Presenters name: A. Kulsinskas | Presenters Signature: |

| | Candidate's Name | Name of Employer | Candidate's Signature |
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| 1 | Mateusz Kowalski | RCL | confirm that I have understood the Tool Box Talk |
| 2 | Mateusz Kowalskii Karol Kowalskii | RCC | I confirm that I have understood the Tool Box Talk |
| 3 | Ivan Hayouskyy | RCC | I confirm that the understood the Tool Box Talk |
| 4 | D' RASCILLA | R.C.L | I confirm that I have understood the Tool Box Talk |
| 5 | Valentin S. | PCL " | I confirm that I have understood the Tool Box Talk |
| 6 | R. RAMA. | RCL | I confirm that I have understood the Tool Box Talk |
| 7 | Joseph Smith | RCL | James I confirm that I have understood the Tool Box Talk |
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Grant Claim information Note: Claims can only be made for your employees or labour-only sub-contractors

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