



Daily Report of Site Conditions and Controls for COVID-19

REPORT NO:	15
DATE:	05.06.2020
CONTRACT / SITE:	Woking
COMPLETED BY:	J.Godman
CARPENTERS ON SITE:	J.Godman
CHECKLIST	
LOCATION	ACTIVITIES & CONTROLS
1. Site entrance	<ul style="list-style-type: none">• Site entrance controlled with turnstiles using swipe in card system.• Taking temperature readings before being allowed on site.• Hand sanitiser is available at site office and welfare facilities entrance point
2. Site toilets	<ul style="list-style-type: none">• Four working toilets on Site.• 1 WC on each level by canteen, 3 by site entrance and 1 on site. Maximum of 4 persons to use space at once.• Each sink has a divider in the middle of each other.
3. Site canteen	<ul style="list-style-type: none">• Ply dividers between each table.• Canteen serviced kitchen currently open but has a screen up and can only eat what's made and bagged up.• Drinkable Water Station with disposable cups operates.• One person per table• Tables and cleaned frequently.
4. Workplace	<ul style="list-style-type: none">• Everyone keeping 2m distance at all time.• RCL work area Level 9
5. Communications	<ul style="list-style-type: none">• RCL Daily Safe Start topic: Safe site walking routes.• COVID-19 topic : Keeping 2m.
6. PPE	<ul style="list-style-type: none">• Everyone wearing 5 Point PPE and some people using dust masks for extra protection
7. Site Cleaning	<ul style="list-style-type: none">• All handrails and turnstiles cleaned frequently. Sweeping floor frequently.
8. Other Locations / Notes	<ul style="list-style-type: none">• Two hoists running for materials to take to different levels.• Two lifts working but only taking 3 people and a driver.



9.	Raphael's power tools after each person use been cleaned with antibacterial cleaner and wiped down with paper towel. Raphael do daily, morning body temperature checks. J.Godman 34.6
Any Improvements Needed?	
RCL COMMENTS:	



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CARPENTERS ON SITE:	J.Godman
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Any Improvements Needed?	SRM to monitor how many people use the lift at one time as its increasing more and more and not sticking to 4 people at one time. Still not sorted.
RCL COMMENTS:	It's clear SRM don't read these reports as nothing has changed in regards to the lifts. SRM have photos and notices up telling people where to stand in a lift and only allow 1 driver and 3 workers in at one time.