

### RAPHA PL

## PERSONAL PROTECTIVE EQUIPMENT ISSUE REGISTER

SITE: NEW BOND STREET

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## TRAINING AND DEVELOPMENT PLAN SHORT TRAINING SESSION ATTENDANCE SHEET

TRIE: SAFE LOADING Date: 03.600 03-03-21	Location: New Bond Street Start Time: 750	Duration (Minutes) 30	is name: K.KULS 1/05 K.H.S
TITLE: SAFE	Location: New Bo	Duration (Minute	Presenters name:

	Candidate's Name	Name of Employer	Candidate's Signature
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	No. Attended	Total Time	

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			ite Mana	iger's Daily	Site Manager's Daily Sate Start	
Contract:	New Bond Street	Site Manager:	KES KVLS1NSKAJ Date (W/c):	As Date (w/c):	01-03-21	Method statement (s) (Title, Rev No. & Rev CO / date)
ocation and desc	Location and description of works:	FITTING	YOU HOL	IRON MONGERY ISKIRTINGS,	TIMES, BOORS	\$
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### **METHOD STATEMENT INDUCTION**

## ATTENDANCE SHEET TO BE COMPLETED FOR ALL METHOD STATEMENT TALKS (METHOD STATEMENTS ISSUED TO ALL PRESENT)

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CONTRACT: NEW BOND STREET

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Signed:

Position: SUPERVISOR

Print Name: た.KULS i NSKA 5 Date: 14-01-21

## WHEN COMPLETED RETURN THIS FORM TO THE RCL SAFETY OFFICER

Note on this side any points that have arisen which you may think should be brought to the attention of RCL and complete the attendance list above (add an extra sheet if necessary)

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### **RCL TRAINING AND DEVELOPMENT PLAN** SHORT TRAINING SESSION ATTENDANCE SHEET

Title: (RCL 91) FALLING OBJECTS	Date: 03/03/2021
Location: Hilton Hotel, Victoria Square, Woking	Start Time: 15:30
Duration (Minutes) 30 mins	End Time: 16:00
Presenters name: Jason Wray	Presenters Signature:

Candidate's Name	Name of Candidate's Employer	Candidate's Signature
J. GODMAN	Raphael Contracting Ltd	TeonTirm that I have understood the Toolbox Talk
E. AMANING	Raphael Contracting Ltd	I Confirm that I have understood the Toolbox Talk
B. RAMCHANDE	Raphael Contracting Ltd	I Confirm that I have understood the Toolbox Talk
I. KOVACH	Raphael Contracting Ltd	I Confirm that Lhave understood the Toolbox Talk
K. SINGH	Raphael Contracting Ltd	I Confirm that I have understood the Toolbox Talk
M. ROBINSON	Raphael Contracting Ltd	I Confirm that I have understood the Toolbox Talk
K. SINGH	Raphael Contracting Ltd / Apex Agency	I Confirm that I have understood the Toolbox Talk
H. SINGH	Raphael Contracting Ltd / Apex Agency	I Confirm that I have understood the Toolbox Talk
I. IVANOV	Raphael Contracting Ltd / Apex Agency	I Confirm that have understood the Toolbox Talk
M. SNIAUKSTA	Raphael Contracting Ltd / Apex Agency	I Confirm that I have understood the Toolbox Talk
D. DUMITRANA	Raphael Contracting Ltd / Apex Agency	I Confirm that I have understood the Toolbox Talk
G. BURLAN	Raphael Contracting Ltd / Apex Agency	I Confirm that I have understood the Toolbox Talk
E. YALAMOV	Raphael Contracting Ltd / CRS Agency	I Confirm that I have understood the Toolbox Talk
A. STOLEAR	Raphael Contracting Ltd /Optima Agency	I Confirm that I have understood the Toolbox Talk
S. TODIR <b>A</b> S	Raphael Contracting Ltd /Optima Agency	I Confirm at I have understood the Toolbox 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
15	30 mins	6 ½ hours	2453745

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### Toolbox Talk No.91 FALLING OBJECTS

- A 1lb (450gram) tool dropped just 10 feet would hit you with a mass equivalent to 21 stone (135 kg) in under 1 second!
- In the UK, 'being struck by falling objects' was the highest cause of fatalities in the workplace (21 deaths) in 2011-2012, according to the HSE. It also contributed to 10% or 2,347 non-fatal but major workplace injuries in the same time period.

### A dropped tool can cause:

- Severe equipment damage (not just the dropped tool but everything it hits on the way down).
- Costly downtime / project overruns.
- Litigation from death or serious injury of colleagues and co-workers.
- Reputational damage of both contractor and client.

### WHAT YOU NEED TO DO:

- You need to minimise the risk of being injured by a falling object
- You need to minimise the risk of tools dropping from height
- You need to minimise the likelihood of something dropping off the scaffolding edge
- 1. Good housekeeping and neat and tidy working are paramount to avoiding falling objects.
  - Clean up your own work areas as you do the job.
- Storage areas are designated for materials and tools please use them
- 3. It is mandatory for all operatives on site to wear hard hats
- 4. Where practicable and a requirement, all tools will be tethered and / or stored in tool belt or bucket.
- Only take a minimal amount of tools and materials (only what you need) onto a scaffold / tower platform.
  - Fewer tools and materials on the scaffold platform means less likelihood of something falling
  - More space for working means that objects are less likely to be accidentally kicked or nudged off
- All fixed scaffolds are fitted with toe boards to prevent falling objects
- No large tools e.g. skillsaws / chopsaws are to be taken onto scaffolding any cutting must be done in designated work / storage areas at ground level
  - Heavy tools falling could cause a serious injury to someone below
- 8. Place materials and tools well back from the edges of platforms
  - All working platforms are close -boarded check for gaps at the start of the day and move the boards closer, if required - Ensure that smaller items cannot fall through gaps e.g. screws

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### RCL TRAINING AND DEVELOPMENT PLAN SHORT TRAINING SESSION ATTENDANCE SHEET

Title: (RCL 78) PLASTER & PLASTERBOARD	Date: 05/03/2021
Location: Hilton Hotel, Victoria Square, Woking	Start Time: 07:30
Duration (Minutes) 30 mins	End Time: 08:00
Presenters name: Jason Wray	Presenters Signature:

Candidate's Name	Name of Candidate's Employer	Candidate's Signature
J. GODMAN	Raphael Contracting Ltd	I Confirm that I have understood the Toolbox Talk
J. SMITH	Raphael Contracting Ltd	I Confirm that I have understood the Toolbox Talk
B. RAMCHANDE	Raphael Contracting Ltd	I Continue, that have smilers took the Toolbox Talk
I. KOVACH	Raphael Contracting Ltd	I Confirm that I have understood the Toolbox Talk
K singh	Raphael Contracting Ltd	I Confirm that I have understood the Toolbox Talk
P. JAWORSKI	Raphael Contracting Ltd / Formwise	I Confirm that I have understood the Toolbox Talk
J. KOWALSKI	Raphael Contracting Ltd / Formwise	I Confirm that I have understood the Toolbox Talk
K. SINGH	Raphael Contracting Ltd / Apex Agency	I Confirm that I have understood the Toolbox Talk
H. SINGH	Raphael Contracting Ltd / Apex Agency	I Confirm that have understood the Toolbox Talk
I. IVANOV	Raphael Contracting Ltd / Apex Agency	I Contifue that have understood the Toolbox Talk
M. SNIAUKSTA	Raphael Contracting Ltd / Apex Agency	I Confirm that I have understood the Toolbox Talk
D. DUMITRANA	Raphael Contracting Ltd / Apex Agency	I Confirm that I have understood the Toolbox Talk
G. BURLAN	Raphael Contracting Ltd / Apex Agency	I Confirm that have understood the Toolbox Talk
E. YALAMOV	Raphael Contracting Ltd / CRS Agency	T Confirm that There understood the Toolbox Talk
A. STOLEAR	Raphael Contracting Ltd /Optima Agency	I Could be that I have understood the Toolbox Talk
S. TODIRRS	Raphael Contracting Ltd /Optima Agency	I Confirm that I have understood the Toolbox Talk
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### Toolbox Talk No. 78 PLASTER AND PLASTERBOARD

Since 1 April, 2009, in England and Wales, if you send waste containing any amount of plaster or plasterboard to landfill it will go to a separate storage area in the landfill designated for high sulphate waste. This means it will cost you extortionate amounts of money to dispose of it and it won't be long before landfills are full to capacity anyway and disposal at landfill will not be an option.

### What you must do

- Make sure that you set aside a dry storage area for bagged plaster mix. This will reduce wastage and may save you money.
- Do not wash mixed or dry plaster into drains or surface waters as this can cause water pollution.
- You can recycle clean, uncontaminated plasterboard. Speak to your supplier for more information.
- Allow wet, mixed plaster to go off before disposal. You must not dispose of liquid wastes to landfill.
- You must separate plaster, plasterboard and other gypsum products from your general wastes, as they
  contain high levels of sulphate.

### **Good practice**

In England and Wales the Environment Agency and WRAP have developed a Quality Protocol for producing and using products made from gypsum from waste plasterboard. Uses include:

- as a raw material in the manufacture of new gypsum-based products
- as a soil treatment agent
- as an additive in cement clinker.

If you follow the protocol, the gypsum will no longer be classified as waste, so it can be used without waste management controls.



# PERSONAL PROTECTIVE EQUIPMENT ISSUE REGISTER SITE: HILTON HOTEL, WOKING

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# PERSONAL PROTECTIVE EQUIPMENT ISSUE REGISTER SITE: HILTON HOTEL, WOKING

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### CONTRACTING LTD I JOINERY LIMITED

### How to Manage Persons with 'Symptoms' or a 'Positive Test' for COVID-19 Coronavirus

### If any member(s) of your workforce....

- **Tests Positive for COVID-19**
- **Displays Symptoms of COVID-19**
- Is requested to isolate by NHS Test and Trace
- Lives in the same household as somebody who displays symptoms or has tested positive
- X Do not immediately send your entire workforce home as a precaution
- X Do not request any member (s) of your workforce to obtain a Covid-19 test when they do not display symptoms

### Close contacts are defined as:

- People who spend significant time in the same household as a person who has tested positive for
- A person who has had face-to-face contact (within one metre), with someone who has tested positive for COVID-19, including:
  - o being coughed on,
  - o having a face-to-face conversation within one metre
  - o having skin-to-skin physical contact, or
  - o contact within one metre for one minute or longer without face-to-face contact
- A person who has been within 2 metres of someone who has tested positive for COVID-19 for more than 15 minutes.
- A person who has travelled in a small vehicle with someone who has tested positive for COVID-19 or in a large vehicle near someone who has tested positive for COVID-19.

Where an interaction between 2 people has taken place through a Perspex (or equivalent) screen, this would not be considered sufficient contact, provided that there has been no other contact such as any of those indicated above.

Follow the guidance below for the correct course of action lacktriangle



isolate by NHS Test and Worker requested to Trace

person displaying sympt

Worker in close contact

If the worker LIVES with of Covid-19

Worker should immediately isolate for at least 14 days

they should immediat isolate, otherwise

person displaying sympt

Worker should not isola should take extra ca

Advise individual to apply for a Covid-19 test ONLY if they display symptoms

practising social distanci hand and respiratory hy

Contact individual by phone and compile a list of close contacts for the 48 hour period prior to the positive test result

Advise individual to be of symptoms and imme isolate if they displ

symptoms

date of test and close contacts list to nominated COVID-19 Co-ordinator (RCL, JMS or Main Contractor) Provide name of inidividual,

positive for Covid-19

**Worker Tests Positive for** 

Covid-19



immediately isolate for at least 14 days Worker should

Worker should immediately

Worker should immediately

isolate for at least 10 days

isolate for at least 10 days



ONLY if they display Advise individual to symptoms

apply for a Covid-19 test

Worker should get Covid-19 test, if positive....

Contact individual by phone

and compile a list of close

contacts for the 48 hour

period prior to the positive

test result



contacts for the 48 hour period prior to the positive test result Contact individual by phone and compile a list of close

Provide name of individual,

date of test and close

contacts list to nominated

COVID-19 Co-ordinator



(RCL, JMS or Main Contractor)

(RCL, JMS or Main Contractor) date of test and close contacts Provide name of Individual, COVID-19 Co-ordinator list to nominated



## PERSONAL PROTECTIVE EQUIPMENT ISSUE REGISTER

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### METHOD STATEMENT INDUCTION

### ATTENDANCE SHEET TO BE COMPLETED FOR ALL METHOD STATEMENT TALKS (METHOD STATEMENTS ISSUED TO ALL PRESENT)

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XX-	002

	NAME (DDINE)	DATE	SIGNATURE	COMMENTS
1	V. Bitiu	02/03/21	Bester	I confirm that I have read and understood the Risk Assessment and Method Statement
2	G. GOTKIN	02/03/21	do	I confirm that I have read and understood the Risk Assessment and Method Statement
3	PAULO SHRROEIRA	03/03/21	Vaule Janoeires	I confirm that I have read and understood the Risk Assessment and Method Statement
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1 0				I confirm that I have read and understood the Risk Assessment and Method Statement

Print Name: SLAV SiMONOVIC Date: 01/03/21

Position: SITE MANAGER

### WHEN COMPLETED RETURN THIS FORM TO THE RCL SAFETY OFFICER

Note on this side any points that have arisen which you may think should be brought to the attention of RCL and complete the attendance list above (add an extra sheet if necessary)

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### TRAINING AND DEVELOPMENT PLAN SHORT TRAINING SESSION ATTENDANCE SHEET

Title: COVID-19 SHFETY / PRECHUTIONS	
Location: LORD'S C & E	Start Time: 930
Duration (Minutes) /Smin	End Time: 9 45
Presenters name: S. Simonovic	Presenters Signature:
	</th

	Candidate's Name	Name of Employer	Candidate's Signature
1		A GIEN 64	I confirm that I have understood the Tool Box Talk
2	V BITILI G. GOTKIN P. SARROFIRA	<i>!!</i>	I confirm that I have understood the Tool Box Talk
3	P. SARROFIRA	//	Soulo famoeine 03/03/21   I confirm that I have understood the Tool Box Talk
4			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

Claims can only be made for your employees or labour-only sub-contraction.

No. Attended Duration Total Time 2+1 5m'n 5m'n

Employer Reference 2453745

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### TRAINING AND DEVELOPMENT PLAN SHORT TRAINING SESSION ATTENDANCE SHEET

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Duration (Minutes) 30min								
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								Signature
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t	Claim informa	tion	employees or I	abour-	only sub-conte	actors		
e: Claims can only be made for your employees or l No. Attended Duration			Total Time		Employer Reference 2453745			
3	in terraminat, include an abrados actions de la care	น เหมาะเมาะสาสาสาสาสาสาสินสา	aliminaminin manazi a	aruska urusu	at vat rike tat dat sitt die 60°, 20° ett .	anteraire.	AMPERATORIA.	art an ann an
1	MENT REFERENCE: MENT OWNER:	SIT-FM-007 DAS	VERSION NO:	1.1	CREATION DATE		07/02/2013 01/03/2018	Page 1 of 1