



RAPHANOL

CONTRACTING LTD

PERSONAL PROTECTIVE EQUIPMENT ISSUE REGISTER

SITE: NEW BOND STREET

OPERATIVE NAME	HARD HAT	SAFETY GLASSES	HI-VIS VEST	GLOVES	EAR DEFENDER S/ PLUGS	DUST MASK FFP3	REASON FOR ISSUE / REISSUE				SIGNATURE	DATE
							New	Lost	Damaged	Wear and Tear		
K.KULSINSKAS		V		V		V				V	<i>[Signature]</i>	18/01/21
D. Conyers						V	V				<i>[Signature]</i>	18/01/21
KARIS ZANDBERGS			V	V		V	V				<i>[Signature]</i>	25/01/21
Muriy Hadyma		V	V	V		V	V				<i>[Signature]</i>	25/01/21
K.KULSINSKAS				V		V	V				<i>[Signature]</i>	05/02/21
M. BYTANTAS		V	V	V		V					<i>[Signature]</i>	08-02/21
D. CONYERS				V		V				V	<i>[Signature]</i>	03-03/21



TRAINING AND DEVELOPMENT PLAN SHORT TRAINING SESSION ATTENDANCE SHEET

Title: SAFE LOADING	Date: 03-03-21
Location: New Bond Street	Start Time: 730
Duration (Minutes) 30	End Time: 800
Presenters name: K. KULSINKAS	Presenters Signature: <i>[Signature]</i>

	Candidate's Name	Name of Employer	Candidate's Signature
1	H. MANJILAL	RCL	I confirm that I have understood the Tool Box Talk <i>[Signature]</i>
2	M. BYTHATHAS	RCL	I confirm that I have understood the Tool Box Talk <i>[Signature]</i>
3	M. GOLLIBVAK	RCL	I confirm that I have understood the Tool Box Talk <i>[Signature]</i>
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	Duration	Total Time	Employer Reference
			2453745








Site Manager's Daily Safe Start

Contract:	New Bond Street	Site Manager:	KE'S KULSINSKAS	Date (w/c):	01-03-21	Method statement (s) (Title, Rev No. & Rev date)	001
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Location and description of works:	FITTING IRON MONASTER-1, SKIRTINGS, DOORS

Site Manager's Daily Sign Off

	Date	Name	Signature	Hot Topics of the Day (the main points you discussed)
Monday	01-3-21	KES		SMOKING AREA
Tuesday	02-3-21	KES		COWID -19
Wednesday	03-3-21	KES		DUST IN AIR
Thursday	04-3-21	KES		TIME KEEPING
Friday	05-3-21	KES		FIRE EXITS
Saturday				
Sunday				

Operatives Daily Sign Off

[illegible]

NOTE IF YOU HAVE MORE THAN 10 OPERATIVES ON SITE. PLEASE USE THE CONTINUATION SHEET



RAPHAEL CONTRACTING LTD

METHOD STATEMENT INDUCTION

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

CONTRACT:	NEW BOND STREET	MS REF:	001
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	NAME (PRINT)	DATE ATTENDED	SIGNATURE	COMMENTS
1	Dean Conyers	18/01/21		I confirm that I have read and understood the Risk Assessment and Method Statement
2	CHARLES ZANDIERES	25/01/21		I confirm that I have read and understood the Risk Assessment and Method Statement
3	Yvonne Huddy	25/01/21		I confirm that I have read and understood the Risk Assessment and Method Statement
4	MIND AUGAS BYTAVATHAS	08-02-21		I confirm that I have read and understood the Risk Assessment and Method Statement
5	Z. TOKLAKIS	10-02-21		I confirm that I have read and understood the Risk Assessment and Method Statement
6	G. DZONWILL	10-02-21		I confirm that I have read and understood the Risk Assessment and Method Statement
7	MURRAY GOLLUVAK	23 02 21		I confirm that I have read and understood the Risk Assessment and Method Statement
8	Kyle Ivan	23 02 21		I confirm that I have read and understood the Risk Assessment and Method Statement
9				I confirm that I have read and understood the Risk Assessment and Method Statement
10				I confirm that I have read and understood the Risk Assessment and Method Statement


Signed: Position: SUPERVISOR

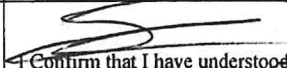
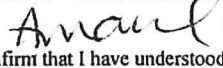
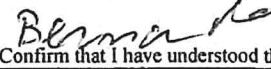
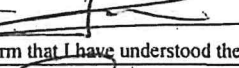


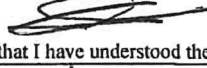
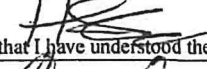
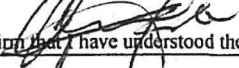
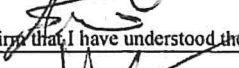
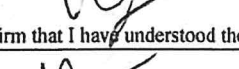
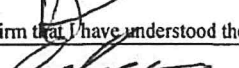
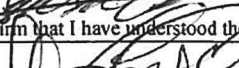
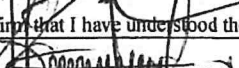
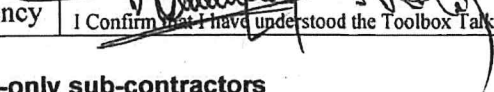
Print Name: K. KULINSKIS Date: 14-01-21

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)

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	 I Confirm 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 I have 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 I 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. TODIRAS	Raphael Contracting Ltd / Optima Agency	 I Confirm that 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 15	Duration 30 mins	Total Time 6 ½ hours	Employer Reference 2453745
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DOCUMENT REFERENCE: DOCUMENT OWNER:	SIT-FM-007 DAS	VERSION NO: 1.0	CREATION DATE: 07/02/2013 LAST REVISION DATE: N/A NEXT REVIEW DATE: 07/02/2014	Page 1 of 1
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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:

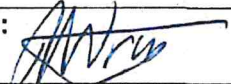
- Severe equipment damage (not just the dropped tool but everything it hits on the way down).
- Costly downtime / project overruns.
- Litigation from death or serious injury of colleagues and co-workers.
- Reputational damage of both contractor and client.


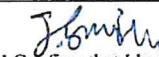
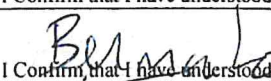
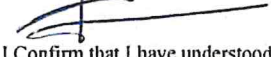


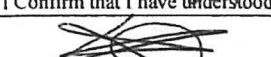
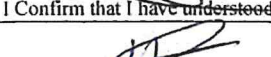
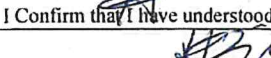
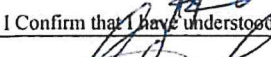
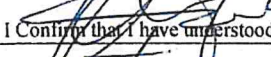



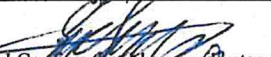

WHAT YOU NEED TO DO:

- 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
- 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**
 - It is mandatory for all operatives on site to wear hard hats**
 - 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
 - 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

DOCUMENT REFERENCE:	TOOLBOX TALKS	VERSION NO:	8	CREATION DATE:	11/08/2010	Page 136 of 141
DOCUMENT OWNER:	MOB			LAST REVISION DATE:	10/05/2018	

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 Confirm that I have understood 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 I have understood the Toolbox Talk
I. IVANOV	Raphael Contracting Ltd / Apex Agency	 I Confirm that I 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. TODIRRS	Raphael Contracting Ltd / Optima Agency	 I Confirm that 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 16	Duration 30 mins	Total Time 8 hours	Employer Reference 2453745
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DOCUMENT REFERENCE: DOCUMENT OWNER:	SIT-FM-007 DAS	VERSION NO: 1.0	CREATION DATE: 07/02/2013	LAST REVISION DATE: N/A	NEXT REVIEW DATE: 07/02/2014	Page 1 of 1
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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.

DOCUMENT REFERENCE: DOCUMENT OWNER:	TOOLBOX TALKS MOB	VERSION NO:	8	CREATION DATE: LAST REVISION DATE:	11/08/2010 10/05/2018	Page 118 of 141
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PERSONAL PROTECTIVE EQUIPMENT ISSUE REGISTER

SITE: HILTON HOTEL, WOKING

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		
T. DVIDIO-TRAIAN						10X SURGICAL	✓				<i>[Signature]</i>	27-01-21
M. RIAN						10X SURGICAL	✓				<i>[Signature]</i>	27-01-21
H. SINGH		✓		✓		10X SURGICAL	✓			✓	<i>[Signature]</i>	27-01-21
K. SINGH		✓		✓		10X SURGICAL	✓			✓	<i>[Signature]</i>	27-01-21
L. PETREAN						10X SURGICAL	✓				<i>[Signature]</i>	01-02-21
S. GORDON						10X SURGICAL	✓				<i>[Signature]</i>	11-02-21
H. SINGH						10X SURGICAL	✓				<i>[Signature]</i>	11-02-21
K. SINGH						10X SURGICAL	✓				<i>[Signature]</i>	11-02-21
J. WIRAY						10X SURGICAL	✓				<i>[Signature]</i>	11-02-21
B. RAMCHAND						10X SURGICAL	✓				<i>[Signature]</i>	11-02-21
E. AMANIK						10X SURGICAL	✓				<i>[Signature]</i>	11-02-21
J. SMITH						10X SURGICAL	✓				<i>[Signature]</i>	11-02-21
D. DUMTRO			✓					✓			<i>[Signature]</i>	11-03-21

PAGE 5

DOCUMENT REFERENCE: DOCUMENT OWNER:	SIT-FM-008 DAS	VERSION NO: 1.1	CREATION DATE: LAST REVISION DATE:	07/02/2013 04/02/2016	Page 1 of 1
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PERSONAL PROTECTIVE EQUIPMENT ISSUE REGISTER

SITE: HILTON HOTEL, WOKING

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		
i IVANOV						10x SURGICAL	✓					22/02/21
M SIVAKOSTA						10x SURGICAL	✓					22/02/21
G BURLAN						10x SURGICAL	✓					22/02/21
D DUMITRAN						10x SURGICAL	✓					22/02/21
W JORDAN						10x SURGICAL	✓					22/02/21
KULSINDER SINGH	✓		✓			10x SURGICAL	✓					22/02/21
S GOMAN						10x SURGICAL	✓					01/03/21
K SINGH						10x SURGICAL	✓					01/03/21
U SINGH						10x SURGICAL	✓					01/03/21

PAGE 6

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



Do not immediately send your entire workforce home as a precaution



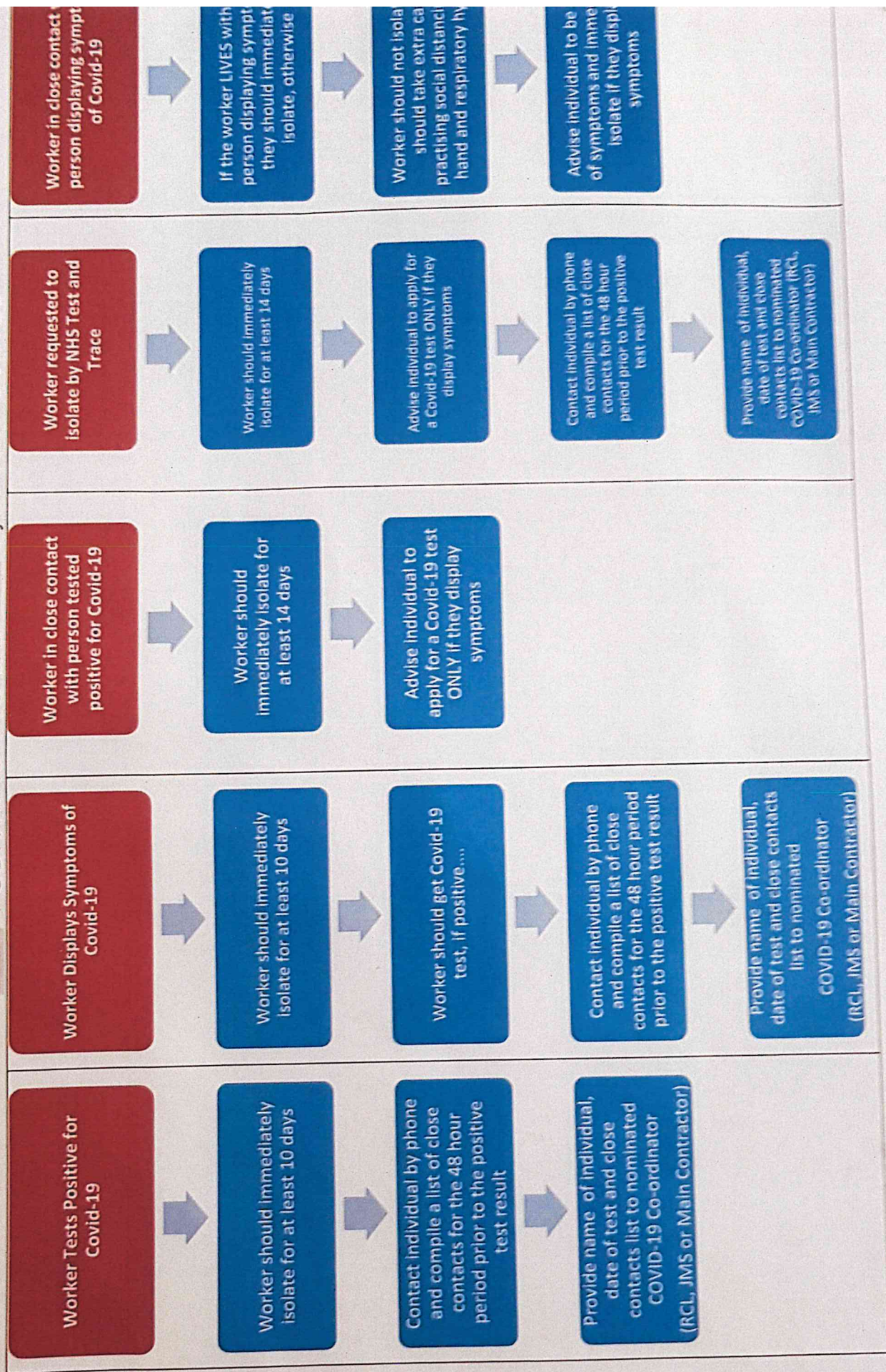
Do not request any member (s) of your workforce to obtain a Covid-19 test when they do not display symptoms

Close contacts are defined as:

- People who spend significant time in the same household as a person who has tested positive for COVID-19.
- 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 ↓



SITE: LORD'S C & E

Page -

METHOD STATEMENT INDUCTION

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

CONTRACT: Lord's C & E	MS REF: 4400-LCAES - HS- - XX-002 16/11/20
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	NAME (PRINT)	DATE ATTENDED	SIGNATURE	COMMENTS
1	V. Bitiy	02/03/21	<i>[Signature]</i>	I confirm that I have read and understood the Risk Assessment and Method Statement
2	G. Gotkin	02/03/21	<i>[Signature]</i>	I confirm that I have read and understood the Risk Assessment and Method Statement
3	PAULO SHROEIRA	03/03/21	<i>[Signature]</i>	I confirm that I have read and understood the Risk Assessment and Method Statement
4				I confirm that I have read and understood the Risk Assessment and Method Statement
5				I confirm that I have read and understood the Risk Assessment and Method Statement
6				I confirm that I have read and understood the Risk Assessment and Method Statement
7				I confirm that I have read and understood the Risk Assessment and Method Statement
8				I confirm that I have read and understood the Risk Assessment and Method Statement
9				I confirm that I have read and understood the Risk Assessment and Method Statement
10				I confirm that I have read and understood the Risk Assessment and Method Statement

Signed: *[Signature]* Position: SITE MANAGER
 Print Name: SLAV SIMONOVIC Date: 01/03/21

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)



TRAINING AND DEVELOPMENT PLAN SHORT TRAINING SESSION ATTENDANCE SHEET

Title: <i>COVID-19 SAFETY / PRECAUTIONS</i>	Date: <i>02/03/21</i>
Location: LORD'S C & E	Start Time: <i>930</i>
Duration (Minutes) <i>15min</i>	End Time: <i>945</i>
Presenters name: <i>S. Simonovic</i>	Presenters Signature: <i>[Signature]</i>

	Candidate's Name	Name of Employer	Candidate's Signature
1	<i>V BITIC</i>	<i>AGENCY</i>	<i>[Signature]</i> I confirm that I have understood the Tool Box Talk
2	<i>G. Gorkin</i>	<i>//</i>	<i>[Signature]</i> I confirm that I have understood the Tool Box Talk
3	<i>P. SARROEIRA</i>	<i>//</i>	<i>[Signature]</i> <i>03/03/21</i> 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 <i>2 + 1</i>	Duration <i>15 min</i>	Total Time <i>45 min</i>	Employer Reference <i>2453745</i>
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RAPHAEL CONTRACTING LTD

TRAINING AND DEVELOPMENT PLAN SHORT TRAINING SESSION ATTENDANCE SHEET

Title: ISO 14001-Environmental Management System	Date: 04/03/21
Location: Knightsbridge	Start Time: 14:00
Duration (Minutes) 30min	End Time: 14:30
Presenters name: G.Buck	Presenters Signature:

	Candidate's Name	Name of Employer	Candidate's Signature
1	RAJ CANACKA	R.C.L	I confirm that I have understood the Tool Box Talk
2	K O'Malley	RCL	I confirm that I have understood the Tool Box Talk
3	G. Diaconu	RCL	I confirm that I have understood the Tool Box Talk
4	V.BALULEVICIUS	RCL	I confirm that I have understood the Tool Box Talk
5	A. STATS	RCL	I confirm that I have understood the Tool Box Talk
6	I. Neagu	RCL	I confirm that I have understood the Tool Box Talk
7	S. HIRANI	R.C.L	I confirm that I have understood the Tool Box Talk
8	G. ZABITA	R.C.L	I confirm that I have understood the Tool Box Talk
9	L. ZABITA	R.C.L	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	Duration	Total Time	Employer Reference
			2453745

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DOCUMENT OWNER:	DAS			LAST REVISION DATE:	01/03/2018	Page 1 of 1