



RAPHAEL CONTRACTING LTD

TRAINING AND DEVELOPMENT PLAN SHORT TRAINING SESSION ATTENDANCE SHEET

No: 41 Title: HAND ARM VIBRATION (HAV)	Date: 17/03/21
Location: LORD'S C & E	Start Time: 8:00
Duration (Minutes): 30 min	End Time: 8:30
Presenters name: S. SIMONOVIC	Presenters Signature:

	Candidate's Name	Name of Employer	Candidate's Signature
1	LILIAN GARBATOVSKI	AGENCY	I confirm that I have understood the Tool Box Talk
2	LIRIE CUPCEA	AGENCY	I confirm that I have understood the Tool Box Talk
3	PAULO SANCHEZ	AGENCY	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 3	Duration 30 min	Total Time 1 1/2 h.	Employer Reference 2453745
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5. An attack may end with the whiteness in your fingers changing to a deep red flush, which is often very painful

Sensory Nerve Damage

1. Damage to the nerves in your fingers, resulting in loss of sensitivity
2. Permanent numbness or tingling in your fingers

Damage to muscles, bones, and joints

1. Loss of strength in your hands
2. Pain in wrists and arms

Q: What symptoms should you look for?

How the Symptoms could affect you

1. They could stop you from:
 - working with vibrating equipment
 - working in cold or wet conditions
 - doing work requiring finger manipulation
2. Affect your family and leisure activities, ie:
 - Fishing
 - Swimming
 - Gardening
 - DIY
 - Watching sporting events
 - Fastening buttons or sorting coins

Q: How could HAVS affect you?

HAZARDS

1. Many common tools and processes can cause HAVS, i.e.:
 - Road drills
 - pedestal grinders,
 - power hammers,
 - chainsaws, and
 - riveting and chipping hammers
2. The risk to you depends on a number of things:
 - How high the vibration levels are
 - How long you use the equipment for
 - How tightly you have to grip the equipment
 - How cold and wet you get when using the equipment

Q: What sort of equipment can cause HAVS?

AVOIDANCE OF VIBRATION AND PROTECTING YOURSELF

1. Advances in technology are leading to newer tools being equipped or manufactured with vibration-absorbing features
2. Tell your supervisor about any tools or processes, which produce high levels of vibration
3. Co-operate with any new ways of working, introduced to reduce the risk

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4. Keep warm at work, especially your hands
5. Wear warm gloves and extra clothing if you work in the cold.
6. Smoking affects blood flow, do not smoke, or at least cut down just before and while you are at work.
7. Exercise your hands and fingers to improve blood flow
8. Use the right tool for the job. Using the wrong tool can mean more vibration, you may have to grip the tool more tightly, or use the tool for longer
9. Do not use any more force than is necessary
10. Avoid using the equipment for long periods - short bursts are better.
11. Keep your tools and machines in good working order, badly maintained or un-repaired tools may produce more vibration
12. Do not ignore symptoms. It is important to do something about them before they become a problem. When using a tool which causes vibration, break the job up with other work activities
13. If you think you are suffering ill effects from vibration, cease the activity, speak to your supervisor and if necessary seek medical advice

Q: What can you do to protect yourselves?

Q: What should you do if you suspect you have HAVS?

REMEMBER: Prevention is better than cure!

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SITE: LORD'S C & E

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RAPHAEL CONTRACTING LTD

RCL TRAINING AND DEVELOPMENT PLAN SHORT TRAINING SESSION ATTENDANCE SHEET

Title: (RCL 81) HAZARDOUS WASTE	Date: 15/03/2021
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
B. RAMCHANDE	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
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
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

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No. Attended 11	Duration 30 mins	Total Time 5 ½ hours	Employer Reference 2453745
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Toolbox Talk No. 81 HAZARDOUS WASTE

WHAT IS IT?

- Hazardous waste is essentially waste that contains hazardous properties that may render it harmful to human health or the Environment.
- All Raphael sites produce hazardous waste, the majority in small quantities
- Hazardous waste can come in many forms whether it is: explosive, harmful, corrosive, flammable or toxic. They are all dangerous, and if not managed properly, can cause serious harm to the environment or to human health.
- The introduction of the Hazardous Waste Regulations in 2005 expanded the definitions of hazardous waste.
- Typical potentially hazardous wastes found on sites include: fluorescent tubes, paints, resins, oils, aerosols, mastics.

WHY?

- Avoid Prosecution: It is illegal to mix hazardous and non-hazardous waste to landfill. The penalty is a fine of up to £50,000 and up to 5 years in prison. Managers have a duty to ensure that workplace hazardous wastes are correctly identified at each stage of production and appropriate measures are taken to protect the health of employees and contractors who transport or dispose of these wastes.
- Avoid environmental harm: Incorrect disposal could cause water pollution and damage habitats. For example one fluorescent tube contains enough mercury to pollute 30,000 litres of water beyond safe drinking levels.
- Reduce costs: The number of hazardous waste disposal sites is reducing all the time, thus increasing disposal costs. Sites will have to be more proactive in the way they manage their hazardous waste. New practical methods will need to be found to eliminate, reduce or re-use potentially hazardous wastes.

DO

- ✓ Check the container to see if it displays one of the Hazardous warning signs below.



- ✓ Use all of the material to eliminate waste.
- ✓ Use correct PPE when handling hazardous substances
- ✓ Ensure subcontractors remove their own hazardous waste correctly.
- ✓ Place any Hazardous Waste / containers with residue in a Chemstore or other secure receptacle.
- ✓ Label the Hazardous Waste receptacle with the correct hazardous signage.
- ✓ Hazardous waste can be minimised by rendering it non-hazardous:
 - Use up all paint and allow tin to dry out
 - Use up all mastic and allow tubes to cure
 - Let plaster dry out before disposal
- ✓ Ensure only trained individuals handle hazardous waste
- ✓ Return fluorescent tubes to the appropriate Electrical Contractor for recycling.
- ✓ Return empty oil drums to your supplier
- ✓ Employ licensed companies to remove any hazardous waste
- ✓ Hazardous materials cannot be removed without a consignment note.
- ✓ Check also the safety data sheet to see if the material is hazardous.

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DON'T

- ✗ DON'T mix hazardous waste with non-hazardous waste.
- ✗ DON'T allow hazardous waste to be removed without a consignment note
- ✗ DON'T let subcontractors remove any hazardous waste without first checking their procedures.
- ✗ DON'T accept any potentially hazardous materials without a safety data sheet.
- ✗ DON'T place empty spray cans in general waste skips.
- ✗ DON'T place containers with the following warning labels in skips.
- ✗ DON'T delay – get rid of hazardous materials as soon as possible

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SITE: HILTON HOTEL, WOKING

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RAPHAEL CONTRACTING LTD

RCL TRAINING AND DEVELOPMENT PLAN SHORT TRAINING SESSION ATTENDANCE SHEET

Title: (RCL 15) HEARING PROTECTION & NOISE	Date: 17/03/2021
Location: Hilton Hotel, Victoria Square, Woking	Start Time: 07:30
Duration (Minutes) 30 mins	End Time: 08:00
Presenters name: Jason Wray	Presenters Signature:

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No. Attended 13	Duration 30 mins	Total Time 6 ½ hours	Employer Reference 2453745
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Toolbox Talk No. 15 HEARING PROTECTION AND NOISE

Fact: When you're deaf, you stay deaf!

Excessive noise from plant and tools on site can cause, over a period of time, progressive and irreversible loss of hearing – before this permanent loss, rushing or ringing noises in the ear can be a constant source of annoyance. This is called “TINNITUS”.

Hazards

1. Some of the following things used on site can be harmful to your hearing: compressors, breakers, circular saws, concrete mixers, power tools, paslode guns and mobile plant.
 2. You may not be using the noisy equipment. However, someone nearby may be. It could affect your hearing.
 3. Look out for noise hazard signs and obey them and observe hearing protection zones.
- Q: Name some noise hazards to be found on site.**

Controlling Noise

1. Do it a less noisy way, if possible.
 2. If shouting is necessary in order to be heard, wear ear protectors.
 3. Keep compressor covers closed when in use, ensure breaker mufflers are correctly fitted and that airlines do not leak – this can cause unnecessary noise.
- Q: When should ear protection be worn?**
4. Don't keep machinery running unnecessarily.
 5. Don't expose workmates to your noise.
 6. Move noise source away or move away from noise.
 7. If possible, shield noisy processes, work behind a wall or some other sound absorbing material.
- Q: Name two precautions you can take with machinery to reduce noise.**

Ear Protection

1. Cotton wool plugs are not effective!
 2. Ensure earplugs are a good fit and correctly inserted.
 3. Regularly clean re-usable earplugs.
 4. Only use disposable earplugs once.
 5. Clean your hands before touching all types of earplugs.
- Q: What should not be used instead of earplugs?**
6. The seal on the earmuff cup should fit all the way round your head.
 7. Ensure that earmuffs are worn the correct way round.
 8. Ensure earmuff seals are always in serviceable condition.
 9. Don't alter pressure of earmuffs by bending headband.
 10. If you have difficulty in wearing earmuffs, report it.
- Q: What must you ensure when wearing earmuffs?**

Questions for you:

- Q: How can you reduce noise levels from a machine?**
- Q: What must you remember when handling earplugs?**

REMEMBER: Once you lose it, it's gone forever!

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