



RAPHAEL CONTRACTING LTD

TRAINING AND DEVELOPMENT PLAN SHORT TRAINING SESSION ATTENDANCE SHEET

No: 52	Date: 16/06/21
Title: WORKING IN A HOT ENVIRONMENT	Start Time: 730
Location: LORD'S C & E	End Time: 800
Duration (Minutes) 30min	Presenters Signature: [Signature]
Presenters name: S. SIMONOVIC	

	Candidate's Name	Name of Employer	Candidate's Signature
1	G. Diulgher	RCL	I confirm that I have understood the Tool Box Talk
2	A. Lidzins	RCL	I confirm that I have understood the Tool Box Talk
3	A. STATTIS	RCL	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 30min	Total Time 1 1/2 h	Employer Reference 2453745
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DOCUMENT REFERENCE:	SIT-FM-007	CREATION DATE:	
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Toolbox Talk No. 52 WORKING IN A HOT ENVIRONMENT

HEAT STRESS

- Four environmental factors affect the amount of stress a worker faces in a hot work area: temperature, humidity, radiant heat (such as from the sun or a furnace) and air velocity. Perhaps most important to the level of stress an individual faces are personal characteristics such as age, weight, fitness, medical condition and acclimatisation to the heat.
- The body reacts to high external temperature by circulating blood to the skin that increases skin temperature and allows the body to give off its excess heat through the skin. However, if the muscles are being used for physical labour, less blood is available to flow to the skin and release the heat.
- Typical symptoms of heat stress are:
 - An inability to concentrate
 - Heat stroke (Victims of heat stroke will die unless treated promptly. While awaiting medical help, the victim must be removed to a cool area and his or her clothing soaked with cool water. He or she should be fanned vigorously to increase cooling. Prompt first aid can prevent permanent injury to the brain and other vital organs)
 - Muscle cramps (caused when workers drink large quantities of water but fail to replace their bodies' salt loss. Cramps may occur during or after working hours and may be relieved by taking liquids by mouth or saline solutions intravenously for quicker relief, if medically determined to be required)
 - Heat rash (also known as prickly heat. When extensive or complicated by infection, heat rash can be so uncomfortable that it inhibits sleep and impedes a worker's performance or even results in temporary total disability. It can be prevented by resting in a cool place and allowing the skin to dry)
 - Severe thirst – a late symptom of heat stress
 - Fainting (Victims usually recover quickly after a brief period of lying down. Moving around, rather than standing still, will usually reduce the possibility of fainting)
 - Heat exhaustion (results from loss of fluid through sweating when a worker has failed to drink enough fluids or take in enough salt or both. The worker with heat exhaustion still sweats but experiences extreme weakness or fatigue, giddiness, nausea or headache. Treatment is usually simple: the victim should rest in a cool place and drink an electrolyte solution (a beverage used by athletes to quickly restore potassium, calcium and magnesium salts). Severe cases involving victims who vomit or lose consciousness may require longer treatment under medical supervision)
 - Headache – moist skin

Of course there are many steps a person might choose to take to reduce the risk of heat stress, such as moving to a cooler place, reducing the work pace or load, or removing or loosening some clothing

PREVENTING HEAT STRESS

- Following a few basic precautions should lessen heat stress. A variety of ways of controlling the temperatures by using engineering controls can be adopted e.g. change the processes
 - Use fans or air conditioning
 - Use physical barriers that reduce exposure to radiant heat



WORK PRACTICES

- Such as providing plenty of drinking water – as much as a quart per worker per hour – at the workplace can help reduce the risk of heat disorders. Training first aid workers to recognise and treat heat stress disorders and making the names of trained staff known to all workers is essential. Employers should also consider an individual worker's physical condition when determining his or her fitness for working in hot environments. Older workers, obese workers and personnel on some types of medication are at greater risk.
- Alternating work and rest periods with longer rest periods in a cool area can help workers avoid heat stress. If possible, heavy work should be scheduled during the cooler parts of the day and appropriate protective clothing provided. Supervisors should be trained to detect early signs of heat stress and should permit workers to interrupt their work if they are extremely uncomfortable.

ACCLIMATISATION

Getting used to the heat through short exposures followed by longer periods of work in an excessively hot environment can reduce heat stress. New employees and workers returning from an absence of two weeks or more should have a 5-day period of acclimatisation. This period should begin with 50 % of the normal workload and time exposure the first day and gradually building up to 100 % on the fifth day.

EMPLOYEE EDUCATION

- Is vital so that workers are aware of the need to replace fluids and salt lost through sweat and can recognise dehydration, exhaustion, fainting, heat cramps, salt deficiency, heat exhaustion and heat stroke as heat disorders. Workers should also be informed of the importance of daily weighing before and after work to avoid dehydration.
- Exposure to the sun can cause skin damage including sunburn, blistering and skin ageing and in the long term can lead to an increased risk of skin cancer. Skin cancer is one of the most common forms of cancer in the UK with over 50,000 new cases every year.
- People can avoid unnecessary exposure by such means as:
 - Wearing long sleeve shirts or loose clothing with a close weave
 - Wearing hats with a wide brim
 - Taking breaks in the shade whenever possible
- Sun protection is important and people need to realise that sun burnt skin is damaged skin. A suntan is not a sign of good health.

INDOOR WORKPLACES

You must provide:

- A reasonable working temperature in workrooms usually at least 16°C, or 13°C for strenuous work (unless other laws require lower temperatures)
- Local heating or cooling where a comfortable temperature cannot be maintained throughout each work room (e.g. hot and cold processes)
- Thermal clothing and rest facilities where necessary, e.g. for 'hot work' or cold stores
- Heating systems which do not give off dangerous or offensive levels of fume into the workplace
- Sufficient space in work rooms



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JOINERY LIMITED

VIBRATORY TOOLS - CHECK SHEET FOR MONITORING AND CONTROL OF ACTIVITIES

Name of Operative

A. Liozilis

Date (w/c): *14/6/21*

Tool Description	Vibration Level -m/s ² (Estimated)	Estimated Exposure Time (Hours/Minutes)					
		Monday	Tuesday	Wednesday	Thursday	Friday	Weekend
Hammer Drill (into concrete)	17.5						
Hammer Drill	10.0				<i>20min</i>		
Impact Drill	11.0	<i>20min</i>	<i>20min</i>		<i>20min</i>	<i>20min</i>	<i>20min</i>
Pistol Drill	14.6						
Planer	7.5						
Jigsaw	8.0			<i>20min</i>	<i>20min</i>		
Angle Grinder	9.0						
Router 1/4" DeWalt	8.9						
Chopsaw	4.2						
Skillsaw	3.0			<i>1 1/2 h.</i>			<i>1 1/2 h.</i>
Nail Gun	3.9						
Router 1/2" DeWalt	5.6						
Router 1/2" Makita	3.5						
Cordless Drill	2.5	<i>20min</i>	<i>30min</i>			<i>30min</i>	<i>30min</i>
Rotary Drill Bosch	2.5						

Comments / Notes:

Any developing sensation experienced during the period of works is to be reported immediately by operatives to the Site Manager, who is required to inform the Company Safety Officer. Operatives are to be reminded of the following: Not to smoke, to keep warm and to use the tools as directed.

This document is to be used as a tool for both monitoring and controlling operations. The Company Safety Officer will monitor and calculate the vibration exposure for each operative and advise if any action or procedural controls need to be implemented on site.

Please include this form in your weekly returns to RCL Head Office and cc. Rachel Widdows.



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VIBRATORY TOOLS - CHECK SHEET FOR MONITORING AND CONTROL OF ACTIVITIES

Name of Operative

G. Diulauer

Date (w/c): *14/6/24*

Tool Description	Vibration Level -m/s ² (Estimated)	Estimated Exposure Time (Hours/Minutes)					
		Monday	Tuesday	Wednesday	Thursday	Friday	Weekend
Hammer Drill (into concrete)	17.5						
Hammer Drill	10.0						
Impact Drill	11.0			<i>15 min</i>	<i>15 min</i>		
Pistol Drill	14.6			<i>20 min</i>	<i>20 min</i>	<i>20 min</i>	<i>20 min</i>
Planer	7.5	<i>N/A</i>					
Jigsaw	8.0						
Angle Grinder	9.0					<i>20 min</i>	<i>20 min</i>
Router 1/4" DeWalt	8.9						
Chopsaw	4.2						
Skillsaw	3.0		<i>20 min</i>			<i>30 min</i>	
Nail Gun	3.9		<i>1 h.</i>		<i>30 min</i>		<i>30 min</i>
Router 1/2" DeWalt	5.6						
Router 1/2" Makita	3.5						
Cordless Drill	2.5						
Rotary Drill Bosch	2.5						<i>20 min</i>

Comments / Notes:

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VIBRATORY TOOLS - CHECK SHEET FOR MONITORING AND CONTROL OF ACTIVITIES

Name of Operative

A. STATTES

Date (w/c): *14/06/21*

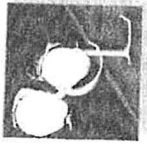
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Chopsaw	4.2		<i>20min</i>			<i>20min</i>	
Skillsaw	3.0		<i>30min</i>	<i>30min</i>			<i>30min</i>
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Cordless Drill	2.5	<i>20min</i>		<i>30min</i>	<i>30min</i>		<i>30min</i>
Rotary Drill Bosch	2.5						

Comments / Notes:

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PERSONAL PROTECTIVE EQUIPMENT ISSUE REGISTER

SITE: HILTON HOTEL, WOKING


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		
P. Swift	✓					10X SURGICAL	✓				<i>[Signature]</i>	04/05/21
Eugeniu Marinov			✓				✓	✓			<i>[Signature]</i> A.K.	12/05/21
Antoni Schiter			✓				✓				<i>[Signature]</i>	18.05.21
Mazin Cudalib			✓				✓				<i>[Signature]</i> A. Smith	18.05.21
B. Ramchander						10X SURGICAL	✓				<i>[Signature]</i>	19.05.21
S. GILL				✓			✓	✓			<i>[Signature]</i>	20.05.21
J. Smith				✓		10X SURGICAL	✓				<i>[Signature]</i>	07/06/21
B. Singh				✓		10X SURGICAL	✓			✓	<i>[Signature]</i>	14/06/21
P. Singh				✓		10X SURGICAL	✓			✓	<i>[Signature]</i> B. Singh	14/06/21
										✓	<i>[Signature]</i>	14/06/21

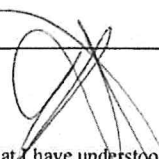


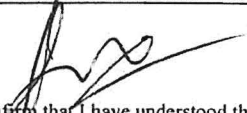
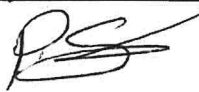

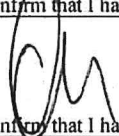
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RAPHAEL CONTRACTING LTD

RCL TRAINING AND DEVELOPMENT PLAN SHORT TRAINING SESSION ATTENDANCE SHEET


Title: SRM - Peregrine Fledging Season ALERT	Date: 14/06/2021
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
A. KULSINSKAS	Raphael Contracting Ltd	 I Confirm that I have understood the Toolbox Talk
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
G. BURLAN	Raphael Contracting Ltd / Apex Agency	 I Confirm that I have understood the Toolbox Talk
Pushpinder. SINGH	Raphael Contracting Ltd / Apex Agency	 I Confirm that I have understood the Toolbox Talk
Balbir. SINGH	Raphael Contracting Ltd / Apex Agency	 I Confirm that I have understood the Toolbox Talk
M. NOWOSADCO	Raphael Contracting Ltd / TickTomas	 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 07	Duration 30 mins	Total Time 3 ½ hours	Employer Reference 2453745
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DOCUMENT REFERENCE: DOCUMENT OWNER:	SIT-FM-007 DAS	VERSION NO:	1.0	CREATION DATE: LAST REVISION DATE: NEXT REVIEW DATE:	07/02/2013 N/A 07/02/2014	Page 1 of 1
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Project Date:	Victoria Square, Woking
Date:	010/06/2021
Tool Box Talk Subject:	WATCH OUT FOR PEREGRINES on SITE FLEDGED NOW IN FLIGHT – 2 adults and 5 young WOKING PEREGRINE PROJECT 2021 – www.wokingperegrines.com
Conducted By:	
<p>Peregrine Falcon Facts - These birds are always protected with prosecution if harmed.</p> <p>The length of the peregrine falcon measures around 34 – 58 cm (13 – 23 inches), with the wingspan measuring at 74 – 120 cm (29 – 47 inches).</p> <p>No significant difference is observed between the male and female's plumage. The females are 30% larger as compared to males.</p> <p>These birds have bluish pointed wings coupled with the rusty undersides.</p> <p>The average lifespan of the peregrine falcon is up to 17 years.</p> <p>Peregrines have the fastest diving speed reaching around 200 miles an hour (320 kilometres an hour) though the top speed is recorded at 389 km/h (242 mph).</p> <p>Egg Incubation 29 to 33 days</p> <p>Juveniles in flight after 42 to 46 days</p>	<p style="text-align: center;">POINTS OF NOTE</p> <p>Unfortunately fledging peregrine juveniles are notorious for grounding or landing in hazardous positions, this can be caused by a few things. Insufficient wind on the day to give them uplift on that all important 1st flight, or not enough room at the nest site to flap and build up wing strength.</p> <div style="display: flex; align-items: flex-start;">  <div style="margin-left: 10px;"> <p>On grounding or finding themselves in a hazardous area, they will likely stress/alarm call to the adults above, the adults will also be calling in agitation and concern. On remote sites at ground level it can lead to predation by foxes.</p> <p>It is not a foregone conclusion that they will ground, or land in a hazardous area/position, this document is in place to make sure everyone is aware of the procedure to follow, just in case this happens and you come across a juvenile Peregrine.</p> </div> </div> <p>ACTION 1. Alert the following key SRM team members</p> <p>Alert your foreman/security to the presence of the bird who MUST call Eddie Gearing or Helen Denham. If mobile phones are not allowed, alert the nearest person and ask them to make the call.</p> <p>*Sustainability Manager HELEN DENHAM 07866791698 or *Works Manager EDDIE GEARING 07714140270 who will contact authorised bird handlers and rescue organisation.</p> <p>ACTION 2 – Keep its location in view</p> <p>If you come across a juvenile peregrine on the ground or in any hazardous position, it is important to keep eye contact with the bird to prevent the juvenile being lost on site. If possible do not leave it but keep your distance.</p>



MALE PEREGRINE



FEMALE PEREGRINE

Peregrine Falcon History in WOKING

Peregrines have been regularly recorded in Woking since 2001, often to be seen on the top of Export House, the tallest building in the town centre. There were breeding attempts in 2005 and 2006, which unfortunately failed due to flooding of the eggs laid on an exposed roof recess. Regular sightings of a new pair of peregrines at Export House resulted in increased interest. A nest box was installed in January 2016, with an internal web cam to record developments, and the Peregrines were seen entering the box about a month later. This is the fifth year of its use with successful fledged juveniles, that do visit the Victoria Square Project, and require special management as a protected bird species.

If a juvenile is on a site roadway, if possible alert traffic marshalls and construction traffic to the bird's presence; do not enter the road way but keep to the pedestrian paths.

ACTION 3 WARNING!!!

Do not try and catch the bird.

You may unwittingly damage the bird and, additionally, juveniles are armed with a powerful hooked beak and 15mm talons. These can and will inflict painful injuries to a person, usually their hands.

Do not put yourself in harm's way.

It is likely that the adults will be very stressed and vocal, they may possibly dive at you, and attacks are rarely pressed home but be aware of their presence.

ACTION 4 Handling Equipment

The site contacts and handler will review if any injuries, and then put/coax the bird into a large cardboard box when they come to assist. This will also stop the bird from stressing.

POINTS OF INTEREST:

Perching on Cranes

If an adult lands on cranes there should be no concerns raised, but if bird is in distress or you are concerned they will hinder operations advice should be sought from Site contacts.

Wildlife Aid Specialist Licensed Bird Handler rescuing uninjured 2020 Juvenile



EXTERNAL EMERGENCY PEREGRINE CONTACT if injured or stressed

Numbers to call

Helen Denham 07866791698 or

Eddie Gearing 07714140270

If these are not available

**1st CALL: Craig Denford of Woking Peregrines
GROUP MOBILE: 07980887003**

**You Must be Authorised To Make Contact
with this organisation**

WILDLIFE AID FOUNDATION

DEDICATED TO THE RESCUE, CARE AND REHABILITATION OF BRITISH WILDLIFE

24hr Emergency Helpline - 09061 800132

Call at cost 50p/minute plus your standard network rate to add with funding





RAPHAEL CONTRACTING LTD

RCL TRAINING AND DEVELOPMENT PLAN SHORT TRAINING SESSION ATTENDANCE SHEET

Title: SRM – OPERATIVE BEHAVIOURS	Date: 15/06/2021
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
A. KULSINKAS	Raphael Contracting Ltd	 I Confirm that I have understood the Toolbox Talk
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No. Attended 08	Duration 30 mins	Total Time 4 hours	Employer Reference 2453745
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VSW TOOL BOX TALK

OPERATIVE BEHAVIOURS

There have been numerous reports that members of the site security have been subject to abuse and a level of aggression and lack of respect that will not be tolerated.

AREMINDER

- All operatives entering site must produce a valid VSW pass to access site.
- Operatives who repeatedly forget to bring their pass with them to work will be denied access to site on that day.
- Persons failing to pass through the correct security turnstiles to access site will be reported to SRM and may face disciplinary action including possible removal from site.
- On request operatives must permit a member of the security team to carry out a visible check of bags when leaving site.
- Any person showing a lack of respect or aggression towards a member of the site security team will be reported and will politely asked to leave the project.