



## 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		
H-Singh H				✓						✓		5/5/21
Kenac Singh H				✓						✓		5/5/21
Amiel Hector				✓				✓				10/5/21
KULINDER SINGH	✓		✓	✓		Surg Mask X5						24/08/21
H. Singh						Surg Mask X5						29/06/21
B. Ramchander						Surg. Mask X5						5/07/21
A. Kulsinskas						Surg. Mask X5						7/7/21
B. Ramchander						Surg. Mask X5						12/7/21
M. BYTHATHA S		✓								✓		28/7/21
Joseph Smith		✓							✓			28/07/21
J. GASQUILLE		✓	✓	✓			✓					23/08/21
SURJIT SINGH				✓								02/09/21
RUPINDER SINGH				✓								2.9.21

PAGE 10

Page -

DOCUMENT REFERENCE: DOCUMENT OWNER:	SIT-FM-008 DAS	VERSION NO: 1.3	CREATION DATE: LAST REVISION DATE:	07/02/2013 22/11/2018	Page 1 of 1
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# RAPHAEL CONTRACTING LTD

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

<b>Title: (RCL 56) – ABRASIVE WHEELS</b>	<b>Date: 23/09/2021</b>
<b>Location: Hilton Hotel, Victoria Square, Woking</b>	<b>Start Time: 12:30</b>
<b>Duration (Minutes) 30 mins</b>	<b>End Time: 13:00</b>
<b>Presenters name: Jason Wray</b>	<b>Presenters Signature:</b>

Candidate's Name	Name of Candidate's Employer	Candidate's Signature
K. KULSINSKAS	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
S. SINGH BURMI	Raphael Contracting Ltd	 I Confirm that I have understood the Toolbox Talk
K. O'MALLEY	Raphael Contracting Ltd	 I Confirm that I have understood the Toolbox Talk
J SWIFT	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
M BYTAUTAS	Raphael Contracting Ltd	 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
R. GRIGATIS	Formwise Washrooms	 I Confirm that I have understood the Toolbox Talk
P. JAWORSKI	Formwise Washrooms	 I Confirm that I have understood the Toolbox Talk
A. VATA	Formwise Washrooms / Bluestone	 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.

<b>No. Attended</b> 12	<b>Duration</b> 30 mins	<b>Total Time</b> 6 hours	<b>Employer Reference</b> 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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**Toolbox Talk No. 56 ABRASIVE WHEELS**

**HAZARDS**

- The speed of the machine must not exceed the maximum permissible speed of the wheel, many accidents are caused by the wheel over-speeding.
- Don't exert heavy pressure on the wheel.
- Never use the side of the wheel.
- Keep your fingers away from the cutting edge of the wheel.
- Ear and eye protection must always be worn.

**USING PORTABLE ABRASIVE WHEELS**

- Don't mount an abrasive wheel unless authorised in writing and trained to do so.
- Only reinforced discs to be used on hand-held machines.
- Check that the maximum wheel speed is greater than the maximum spindle speed before fitting.
- Adjust the guard to expose the minimum wheel surface necessary for the operation.
- Be aware of other workers in your area, don't put them at risk by your actions.

**USING BENCH-MOUNTED ABRASIVE WHEELS**

- Adjust the tool rest as close as possible to face of wheel.
- Keep the glass screen in the safety position.
- Keep your fingers below the tool rest level.
- Use the correct grade of wheel evenly dressed.
- After fitting, run a replacement wheel for a full minute before attempting to use it. Stand clear during the test.
- Stop the wheel when not in use.

DOCUMENT REFERENCE: DOCUMENT OWNER:	TOOLBOX TALKS MOB	VERSION NO:	8	CREATION DATE: LAST REVISION DATE:	11/08/2010 10/05/2018	Page 79 of 141
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# RAPHAEL

## CONTRACTING LTD

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

<b>Title: (RCL 72) – CONSTRUCTION WASTE MANAGEMENT</b>	<b>Date: 22/09/2021</b>
<b>Location: Hilton Hotel, Victoria Square, Woking</b>	<b>Start Time: 07:30</b>
<b>Duration (Minutes) 30 mins</b>	<b>End Time: 08:00</b>
<b>Presenters name: Jason Wray</b>	<b>Presenters Signature:</b>

Candidate's Name	Name of Candidate's Employer	Candidate's Signature
K. KULSINSKAS	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
S. SINGH BURMI	Raphael Contracting Ltd	 I Confirm that I have understood the Toolbox Talk
K. O'MALLEY	Raphael Contracting Ltd	 I Confirm that I have understood the Toolbox Talk
J SWIFT	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
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

**Grant Claim information Note:** Claims can only be made for your employees or labour-only sub-contractors.

<b>No. Attended</b> 8	<b>Duration</b> 30 mins	<b>Total Time</b> 4 hours	<b>Employer Reference</b> 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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## Toolbox Talk No. 72 CONSTRUCTION WASTE MANAGEMENT

### Some facts:

- The construction industry generates 3 tonnes of waste for every person in the country and produces 24% of all waste arising - 13 million tonnes are unused building products.
- Timber is a renewable building material and the northern hemisphere forest area is increasing at a faster rate than it is used. Up to 7.5 million tonnes of wood waste go to landfill in UK.
- A sheet of ply takes 24 times more energy to travel here from Indonesia than from Sweden.

**Q: What is waste? A: Waste is 'any substance or object that the holder discards, or intends to discard'.**

You have a Duty of Care to know what is in your waste, that the person you are giving it to is licensed to carry it and that it is disposed of in a licensed site.

- **SUB-CONTRACTORS** - who give waste to a main contractor, are still responsible for those wastes under the Duty of Care.
- **MOVING WASTE** - if you transport your own waste, you need to be registered as a waste carrier with your Environmental Regulator. (RCL are a registered Waste Carrier)
- **HAZARDOUS WASTE** – most building sites need to be registered if they produce hazardous waste. (The main contractor will do this)

### Types of waste

There are three main types of construction waste distinguished by their environmental impact. Each is sent to a different type of landfill site.

- **Inert waste** - includes set concrete, bricks, glass, tiles, sub-soil (but not topsoil).
- **Non-hazardous waste** – includes untreated timber, tanalised timber, sheet timber, ironmongery, packaging, insulation, empty tins and tubes, lath and plaster, PVA, water-based glues, paints and mastics.
- Plasterboard waste has disposal problems because when mixed with other biodegradable wastes (like food) it can produce hydrogen sulphide, a major part of acid rain. It needs to be segregated and either recycled or sent to landfill mono cells that do not take biodegradable wastes.
- **Hazardous waste** - includes solvent-based paint, resins, coal-tar products (e.g. some roofing felts), solvent-based mastics and glues, asbestos, forms of preservative-treated timber (e.g. creosote), resin-based flooring, sealants.
- On some sites, waste is segregated into different skips so it can be easily recycled. There are now standard colour-coded signs for waste and skips as follows:

Wood	Green	Metal	Blue	Gypsum	White	Inert	Grey	Packaging	Brown	Hazardous	Orange
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### Like to know some more?

- The waste hierarchy defines a number of methods of waste disposal from least to most harmful to the environment. The order is **reduce, re-use, recycle, landfill**.
- Landfill tax is paid to HMRC for each tonne of waste sent to landfill. The rate is reviewed annually. Until April 2010, Inert waste costs £2.50 per tonne. Non-hazardous waste is £40.00 per tonne and will rise £8 / year until 2013.
- European waste codes (EWC) are standard codes for all types of waste based on their source. In construction, they begin with 17. Examples are 17 01 01 concrete and 17 02 01 wood. If a code has an asterisk against it, this refers to the hazardous nature of the waste.
- Waste transfer notes are a form that should be filled in and accompany any load of waste leaving site (listing the EWC).

DOCUMENT REFERENCE:	TOOLBOX TALKS	VERSION NO:	8	CREATION DATE:	11/08/2010	Page 110 of 141
DOCUMENT OWNER:	MOB			LAST REVISION DATE:	10/05/2018	





#### GENERAL PRECAUTIONS

- Separate different types of waste into separate skips if there is such a system
- If there is a COSHH skip, make sure that all used containers or substances are put in it – do not mix with general waste
- Remove all nails from scrap timber to avoid foot injuries to other people
- Securely bag or bundle lightweight waste to prevent it being scattered by the wind
- Waste created at height must be returned to ground level in a safe manner, not thrown down

#### SKIPS

- If a skip is to be positioned in the road, a Council permit is required
- A skip on the road must be coned off at all times with adequate lights at night
- Don't overload skips – load up to the top of the sides
- Don't attempt to ride in a skip – waste material could move and injure you

#### FIRE

- Accumulations of combustible material could provide the fuel for a large fire
- Dispose of combustible waste in the skips or bins provided as soon as practical after you create it
- Don't dispose of used LPG cylinders or aerosol cans in with general waste
- The burning of waste materials is banned on most sites – don't light bonfires and don't light fires in skips

#### HAZARDOUS WASTE

- Special arrangements have to be made for the removal of certain hazardous substances, such as asbestos, plasterboard and tyres from site.
- These substances should not be mixed in with general waste

#### FOOD WASTE

- Discarded food waste will encourage the presence of rats and other vermin
- The presence of rats brings with it the possibility of catching Weil's disease
- Dispose of food waste in secure bins – do not leave it lying about

DOCUMENT REFERENCE: DOCUMENT OWNER:	TOOLBOX TALKS MOB	VERSION NO:	8	CREATION DATE: LAST REVISION DATE:	11/08/2010 10/05/2018	Page 111 of 141
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# RAPHAEL CONTRACTING LTD

## TRAINING AND DEVELOPMENT PLAN SHORT TRAINING SESSION ATTENDANCE SHEET

Title: <u>First Aid and Accident Report</u>	Date: <u>20/09/21</u>
Location: <u>Cannon Street</u>	Start Time: <u>13:30</u>
Duration (Minutes) <u>30min</u>	End Time: <u>14:00</u>
Presenters name: <u>A. Kulsinskas</u>	Presenters Signature:

	Candidate's Name	Name of Employer	Candidate's Signature
1	<u>A. Statts</u>	<u>RCL</u>	 I confirm that I have understood the Tool Box Talk
	<u>A. Gilevicius</u>	<u>Formwise</u>	 I confirm that I have understood the Tool Box Talk
3			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
			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 <u>2</u>	Duration <u>30min</u>	Total Time <u>1 hour</u>	Employer Reference <u>2453745</u>
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DOCUMENT REFERENCE: DOCUMENT OWNER:	SIT-FM-007 DAS	VERSION NO: 1.1	CREATION DATE: LAST REVISION DATE:	07/02/2013 01/03/2018	Page 1 of 1
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