



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		
K. O'Connell				✓						✓		29.10.21
Surjit Singh				✓						✓		09/12/21
B. Singh				✓						✓	B. Singh	09/12/21



RAPHAEL CONTRACTING LTD

RCL TRAINING AND DEVELOPMENT PLAN SHORT TRAINING SESSION ATTENDANCE SHEET

Title: (RCL 71) – ENVIROMENTAL ISSUES FOR CARPENTERS	Date: 07/12/2021
Location: Hilton Hotel, Victoria Square, Woking	Start Time: 07:30
Duration (Minutes) 30 mins	End Time: 08:00
Presenter's name: Jason Wray	Presenters Signature:

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
J BASQUILLE	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
S. SINGH BURMI	Raphael Contracting Ltd	 I Confirm that I have understood the Toolbox Talk
P. SINGH	Raphael Contracting Ltd	 I Confirm that I have understood the Toolbox Talk
B. SINGH	Raphael Contracting Ltd	 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 06	Duration 30 mins	Total Time 3 hours	Employer Reference 2453745
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Toolbox Talk No. 71 ENVIRONMENTAL ISSUES FOR CARPENTERS

- Construction timber comes in a large variety of forms, with very differing environmental impacts. Natural timber is very sustainable (it can easily be re-used and recycled) but, often not very durable (so we treat it with preservatives) or stable (we bond it with formaldehyde and isocyanate glues to make sheet and laminate materials).
- Chemicals and glues add dramatically to the environmental impact of such products. While they do not prevent re-use, they can make recycling more difficult as the wood is not 'clean'.
- Knowing where your timber comes from helps you to understand its environmental impact. Transport is a major cost and user of resources, so where you source your timber from is an important consideration.
- The Forestry Stewardship Council (FSC) scheme certifies that timber (both softwood and hardwood) comes from sustainable forests and not from the depletion of tropical rainforests.

Things you can do

We are aiming for the best practical environmental option – a balance between getting the job done well and considering the environmental impact.

You should:

- Know about the types and sources of timber.
- Know about hazardous waste and if your site is a registered producer.
- Use your materials and keep off-cuts for re-use.
- Use mechanical fixings where possible and use fewer composite boards, where we can.
- Segregate your waste, where the facilities exist.
- Pack skips well - a skip is up to 70% air.
- Aim to recycle and reduce packaging waste - at the end of a job, up to 35% of waste is packaging.
- Make sure pallets are sent back to the manufacturer, or back to the RCL yard.
- Use FSC timber, we are aiming to use 95% FSC timber in 2010
- Be aware that insulation reduces the energy needed to warm and cool buildings, and so has a direct impact on global warming. Insulation delivered to site should never be thrown away.
- **WEEE** - Waste Electrical and Electronic Equipment Regulations affect all forms of electrical equipment, from mobile phones to battery power tools. WEEE is classified as hazardous waste and needs to be deconstructed before disposal and therefore cannot be put into a mixed waste skip (or bin at home).
- **Batteries Directive** - on the use and disposal of batteries. Batteries are also now classified as hazardous waste (because of the heavy metal content) and therefore cannot be put into a mixed waste skip.

Want some help?

Website lists sources of recycled building products:	www.recycledproducts.org.uk
Type in your postcode for local waste handling, recycling and re-use companies and organisations:	www.bremap.co.uk
Details on recycling:	www.wrap.org.uk
Legal obligations with respect to waste management:	www.netregs.gov.uk



RAPHAEL CONTRACTING LTD

RCL TRAINING AND DEVELOPMENT PLAN SHORT TRAINING SESSION ATTENDANCE SHEET

Title: (RCL 91) – FALLING OBJECTS	Date: 10/12/2021
Location: Hilton Hotel, Victoria Square, Woking	Start Time: 07:30
Duration (Minutes) 30 mins	End Time: 08:00
Presenter's name: Jason Wray	Presenters Signature:

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
J BASQUILLE	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
P. SINGH	Raphael Contracting Ltd	 I Confirm that I have understood the Toolbox Talk
B. SINGH	Raphael Contracting Ltd	 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 06	Duration 30 mins	Total Time 3 hours	Employer Reference 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.
 2. **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.**
 5. **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
 6. **All fixed scaffolds are fitted with toe boards to prevent falling objects**
 7. **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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TRAINING AND DEVELOPMENT PLAN SHORT TRAINING SESSION ATTENDANCE SHEET

Title: <u>Fire Precautions and Equipment</u>	Date: <u>10.12.21</u>
Location: <u>Cannon Street</u>	Start Time: <u>10:00</u>
Duration (Minutes) <u>30min</u>	End Time: <u>10:30</u>
Presenters name: <u>A. Kulsinskas</u>	Presenters Signature: <u>[Signature]</u>

	Candidate's Name	Name of Employer	Candidate's Signature
1	<u>RAJ CANALRAI</u>	<u>R.C.L</u>	<u>[Signature]</u> I confirm that I have understood the Tool Box Talk
2	<u>K. O'Malley</u>	<u>RCL</u>	<u>[Signature]</u> I confirm that I have understood the Tool Box Talk
3	<u>S. Simonovic</u>	<u>RCL</u>	<u>[Signature]</u> I confirm that I have understood the Tool Box Talk
4	<u>A. STATS</u>	<u>RCL</u>	<u>[Signature]</u> I confirm that I have understood the Tool Box Talk
5	<u>A. Lidlzins</u>	<u>RCL</u>	<u>[Signature]</u> I confirm that I have understood the Tool Box Talk
6	<u>J. Smith</u>	<u>RCL</u>	<u>[Signature]</u> I confirm that I have understood the Tool Box Talk
7	<u>B. Ramchande</u>	<u>RCL</u>	<u>[Signature]</u> 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

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No. Attended

7

Duration

30min

Total Time

3.5 hours

Employer Reference

2453745

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