



RAPHAEL
CONTRACTING LTD



SPECIALIST
JOINERY LIMITED

VIBRATORY TOOLS - CHECK SHEET FOR MONITORING AND CONTROL OF ACTIVITIES

Name of Operative

A. IGNATEVS

Date (w/c): *24/5/21*

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						
Impact Drill	11.0						<i>5 min</i>
Pistol Drill	14.6	<i>N/A</i>	<i>N/A</i>	<i>N/A</i>	<i>N/A</i>	<i>N/A</i>	<i>20 min</i>
Planer	7.5						
Jigsaw	8.0	<i>N/A</i>	<i>N/A</i>	<i>N/A</i>	<i>N/A</i>	<i>N/A</i>	
Angle Grinder	9.0						
Router 1/4" DeWalt	8.9						
Chopsaw	4.2						<i>10 min</i>
Skillsaw	3.0						<i>20 min</i>
Nail Gun	3.9						
Router 1/2" DeWalt	5.6						
Router 1/2" Makita	3.5						
Cordless Drill	2.5						<i>15 min</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.



RAPHAEL
CONTRACTING LTD



SPECIALIST
JOINERY LIMITED

VIBRATORY TOOLS - CHECK SHEET FOR MONITORING AND CONTROL OF ACTIVITIES

Name of Operative

A. LIDZIUS

Date (w/c): 24/5/21

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				10 min		10 min
Impact Drill	11.0				10 min		30 min
Pistol Drill	14.6						
Planer	7.5						
Jigsaw	8.0						
Angle Grinder	9.0	N	N	N		N	
Router 1/4" DeWalt	8.9						
Chopsaw	4.2				15 min		
Skillsaw	3.0	A	A	A	30 min	A	40 min
Nail Gun	3.9						
Router 1/2" DeWalt	5.6						
Router 1/2" Makita	3.5						
Cordless Drill	2.5						
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.



RAPHAEL
CONTRACTING LTD



SPECIALIST
JOINERY LIMITED

VIBRATORY TOOLS - CHECK SHEET FOR MONITORING AND CONTROL OF ACTIVITIES

Name of Operative

S. HIRANI

Date (w/c):

24/5/21

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			30 min			
Impact Drill	11.0	20 min	20 min	10 min	15 min	15 min	20 min
Pistol Drill	14.6						
Planer	7.5						
Jigsaw	8.0						
Angle Grinder	9.0						
Router 1/4" DeWalt	8.9						
Chopsaw	4.2						
Skillsaw	3.0						
Nail Gun	3.9						
Router 1/2" DeWalt	5.6						
Router 1/2" Makita	3.5						
Cordless Drill	2.5	20 min	20 min		30 min	30 min	30 min
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.



RAPHAEL
CONTRACTING LTD



SPECIALIST
JOINERY LIMITED

VIBRATORY TOOLS - CHECK SHEET FOR MONITORING AND CONTROL OF ACTIVITIES

Name of Operative

R. RANA

Date (w/c):

24/5/21

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			20 min	15 min	15 min	10 min
Impact Drill	11.0		10 min				20 min
Pistol Drill	14.6						
Planer	7.5	N/A					
Jigsaw	8.0						
Angle Grinder	9.0						
Router 1/4" DeWalt	8.9						
Chopsaw	4.2						
Skillsaw	3.0						
Nail Gun	3.9						
Router 1/2" DeWalt	5.6						
Router 1/2" Makita	3.5						
Cordless Drill	2.5			30 min	30 min	30 min	20 min
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.



RAPHAEL
CONTRACTING LTD



SPECIALIST
JOINERY LIMITED

VIBRATORY TOOLS - CHECK SHEET FOR MONITORING AND CONTROL OF ACTIVITIES

Name of Operative

G. Diulgher

Date (w/c): 24/5/21

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					5 min	
Impact Drill	11.0	10 min	10 min	20 min			30 min
Pistol Drill	14.6						
Planer	7.5						
Jigsaw	8.0						
Angle Grinder	9.0						
Router 1/4" DeWalt	8.9	30 min					
Chopsaw	4.2						
Skillsaw	3.0						
Nail Gun	3.9						
Router 1/2" DeWalt	5.6						
Router 1/2" Makita	3.5						
Cordless Drill	2.5	20 min	20 min	20 min	30 min	30 min	30 min
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.



RAPHAEL
CONTRACTING LTD



SPECIALIST
JOINERY LIMITED

VIBRATORY TOOLS - CHECK SHEET FOR MONITORING AND CONTROL OF ACTIVITIES

Name of Operative

J. CLIPCEA

Date (w/c):

24/5/21

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						
Impact Drill	11.0						<i>20 min</i>
Pistol Drill	14.6						
Planer	7.5	<i>N/A</i>	<i>N/A</i>	<i>N/A</i>	<i>N/A</i>	<i>N/A</i>	
Jigsaw	8.0						
Angle Grinder	9.0	<i>N/A</i>	<i>N/A</i>	<i>N/A</i>	<i>N/A</i>	<i>N/A</i>	
Router 1/4" DeWalt	8.9						
Chopsaw	4.2						<i>30 min</i>
Skillsaw	3.0						<i>30 min</i>
Nail Gun	3.9						
Router 1/2" DeWalt	5.6						
Router 1/2" Makita	3.5						
Cordless Drill	2.5						<i>20 min</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.



Toolbox Talk No. 80 MATERIAL HANDLING AND HOUSEKEEPING

WHAT?

- Poor storage and handling of materials creates waste.
- Waste is a loss of resource and is very costly.
- Poorly stored materials increase the risk of pollution incidents.

WHY?

- Reduce costs: Wastage costs money: - not only the cost of the cost of replacement materials but also the disposal cost of those that are damaged.
- Reduce pollution risk: Good storage reduces the risk of spillages.
- Avoid waste: Re-use of materials reduces the requirement for new materials.
- Improved safety: A tidy site is a safe site.
- Public image: Good housekeeping creates a positive image to the general public.

DO

- ✓ Avoid double handling as much as possible: less effort, less damage, less wastage
- ✓ Supervise the delivery of materials to ensure correct location and method of storage
- ✓ Check that a material is fully used prior to starting a new batch
- ✓ Return to storage any materials that have not been used
- ✓ Use off-cuts where possible
- ✓ Re-use formwork as often as practically possible
- ✓ Designate an area for surplus concrete – it can be crushed and re-used
- ✓ Pick up litter

DON'T

- ✗ DON'T store or leave unprotected any materials that can be damaged by weather, eg. cement bags
- ✗ DON'T over order materials
- ✗ DON'T put materials in a skip if they still have a use
- ✗ DON'T use new lengths of pipe or cable for short pieces of work. Minimise the need for off-cuts
- ✗ DON'T store together any materials that can contaminate each other.



RAPHAEL CONTRACTING LTD

TRAINING AND DEVELOPMENT PLAN SHORT TRAINING SESSION ATTENDANCE SHEET

No. 80	Date: 25/5/21
Title: MATERIAL HANDLING AND HOUSEKEEPING	
Location: LORD'S C & E	Start Time: 7:30
Duration (Minutes): 30 min	End Time: 8:00
Presenters name: S. SIMONOVIC	Presenters Signature:

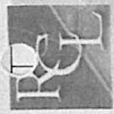
	Candidate's Name	Name of Employer	Candidate's Signature
1	S. HIRANI	RCL	S. HIRANI I confirm that I have understood the Tool Box Talk
2	S. RAHA	RCL	 I confirm that I have understood the Tool Box Talk
3	G. DIULGER	AGENCY	 I confirm that I have understood the Tool Box Talk
4			I confirm that I have understood 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
-------------------	--------------------	------------------------	-------------------------------

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
----------------------------------------	-------------------	--------------------	---------------------------------------	--------------------------	-------------



RAPHAËL
CONTRACTING LTD

PERSONAL PROTECTIVE EQUIPMENT ISSUE REGISTER

SITE: LORD'S C & E

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		
G. Diaconu	✓	✓		✓			✓					26/4/21
G. Diulgher				✓						✓		6/05/21
A. ZLIOTSA	✓	✓	✓	✓			✓					10/5/21
A. SEVTSENKO	✓	✓	✓	✓			✓					10/5/21
R. SMITH	✓						✓					12/5/21
A. ZLIOTSA				✓						✓		13/5/21
G. Diulgher				✓						✓		18/5/21
M. BYTHAKIS	✓	✓		✓			✓					18/5/21
A. ZLIOTSA				✓						✓		19/5/21
A. SEVTSENKO				✓						✓		24/5/21
G. Diulgher				✓						✓		26/5/21
A. LIOTZCU										✓		28/5/21

PAGE 3

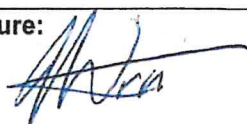
Page -

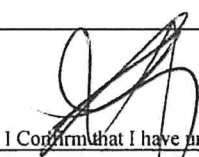

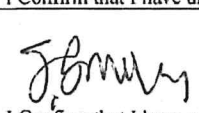
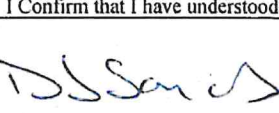
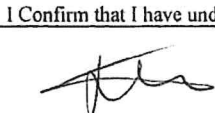
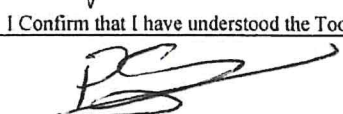
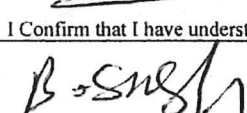
DOCUMENT REFERENCE: DOCUMENT OWNER:	SIT-FM-008 DAS	VERSION NO: 1.3	CREATION DATE: LAST REVISION DATE:	07/02/2013 22/11/2018	Page 1 of 1
----------------------------------------	-------------------	--------------------	---------------------------------------	--------------------------	-------------



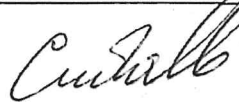
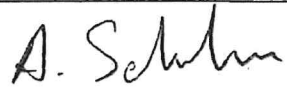

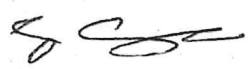

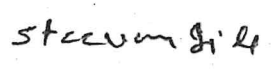
RAPHAEL CONTRACTING LTD

RCL TRAINING AND DEVELOPMENT PLAN SHORT TRAINING SESSION ATTENDANCE SHEET

Title: (RCL 69) OHSAS 18001 – HEALTH & SAFETY MANAGEMENT SYSTEM	Date: 24/05/2021
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
B. RAMCHANDE	Raphael Contracting Ltd	 I Confirm that I have understood the Toolbox Talk
K. KULSINSKAS	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
D. SANDERS	Raphael Contracting Ltd	 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
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

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
----------------------------------------	-------------------	--------------------	------------------------------------------------------------	---------------------------------	-------------

C. GHERMAN	Raphael Contracting Ltd / Apex Agency	I Confirm that I have understood the Toolbox Talk
M. CUDALB	Raphael Contracting Ltd / Apex Agency	 I Confirm that I have understood the Toolbox Talk
A. SCHITO	Raphael Contracting Ltd / Apex Agency	 I Confirm that I have understood the Toolbox Talk
E. MARINOV	Raphael Contracting Ltd / Apex Agency	 I Confirm that I have understood the Toolbox Talk
Sukhdev. SINGH	Raphael Contracting Ltd / Apex Agency	 I Confirm that I have understood the Toolbox Talk
Kulwinder. SINGH	Raphael Contracting Ltd / Apex Agency	 I Confirm that I have understood the Toolbox Talk
S. GILL	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.

No. Attended 15	Duration 30 mins	Total Time 7 ½ hours	Employer Reference 2453745
---------------------------	----------------------------	--------------------------------	--------------------------------------

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 2 of 1
----------------------------------------	-------------------	-------------	-----	------------------------------------------------------------	---------------------------------	-------------



Toolbox Talk No. 69 OHSAS 18001 – HEALTH AND SAFETY MANAGEMENT SYSTEM

Raphael Contracting Ltd were awarded OHSAS 18001 certification in March 2010 for the way it manages its health and safety risks and the plans it has to improve its health and safety performance. This means that RCL will have an independent auditor check its processes and results on an annual basis, according to an international standard of achievement.

OHSAS 18001 is voluntary and there is no legal requirement to have it, but it will help Raphael:

- To meet the requirements of main contractors
- Stay 'ahead of the game' and their competitors
- Score well in tenders and secure contracts and
- Fully implement its health and safety policy
- Manage health and safety risks on contracts and in supply chain
- To ensure compliance with health and safety legislation
- Improve their health and safety impact and reduce overheads year-on-year

What is the company going to do for OHSAS 18001?

This is set out in our health and safety policy and our health and safety management plan for the year, as a minimum we will:

- Set clear objectives and targets for managing and reducing our health and safety risks
- Continual improvement - we need to keep reviewing our health and safety management and identifying where we can improve
- Legally comply with all relevant health and safety legislation

What do I need to do?

- Appraise yourselves of the health and safety policy statement and documentation relevant to your site e.g. method statements, risk assessments, health and safety notice boards
- Make sure you know what the employee's responsibilities are for health and safety
- Alert someone if you know your CSCS card or other certificates are nearly out of date
- Alert someone if your PPE is defective / missing or you have issues with the tools / equipment you are working with on site
- Help the auditors (internal and external), we are not trying to test you or catch you out, but we are just checking that health and safety issues are being properly managed in the company
- Tell us if you notice any potential concerns / hazards / risks that have not been addressed
- Don't say 'ISO14001/18001 is nothing to do with me'! It is everybody's responsibility
- We need your feedback and suggestions for continual improvement

For more information or to put forward suggestions, speak to your OHSAS 18001 team:

- Rachel Widdows - 07960584998
- Martin O'Brien, Paul Haugh

DOCUMENT REFERENCE: DOCUMENT OWNER:	TOOLBOX TALKS MOB	VERSION NO:	8	CREATION DATE: LAST REVISION DATE:	11/08/2010 10/05/2018	Page 107 of 141
----------------------------------------	----------------------	-------------	---	---------------------------------------	--------------------------	-----------------



RAPHAEL CONTRACTING LTD

TRAINING AND DEVELOPMENT PLAN SHORT TRAINING SESSION ATTENDANCE SHEET

Title: <i>Electricity on site for power tools</i>	Date: <i>27.05.21</i>
Location: <i>Hilton Hotel, Victoria Square, Woking</i>	Start Time: <i>10:00</i>
Duration (Minutes) <i>30 mins</i>	End Time: <i>10:30</i>
Presenters name: <i>A. Kulsingkas</i>	Presenters Signature:

Candidate's Name	Name of Candidate's Employer	Candidate's Signature
<i>J. Gurney</i>	<i>RCL</i>	 I Confirm that I have understood the Toolbox Talk
<i>Balbir Singh</i>	<i>RCL</i>	 I Confirm that I have understood the Toolbox Talk
<i>PUSHINDER SINGH</i>	<i>RCL</i>	 I Confirm that I have understood the Toolbox Talk
<i>MARIN CUDALB</i>	<i>RCL</i>	 I Confirm that I have understood the Toolbox Talk
<i>Bernardo</i>	<i>RCL</i>	 I Confirm that I have understood the Toolbox Talk
<i>CRISTI GHERMAN</i>	<i>RCL</i>	 I Confirm that I have understood the Toolbox Talk
<i>SUKHDEV SINGH</i>	<i>RCL</i>	 I Confirm that I have understood the Toolbox Talk
<i>STEEVAN GILL</i>	<i>RCL</i>	 I Confirm that I have understood the Toolbox Talk
<i>KULWINDER SINGH</i>	<i>RCL</i>	 I Confirm that I have understood the Toolbox Talk
<i>E. MARINOV</i>	<i>RCL</i>	 I Confirm that I have understood the Toolbox Talk
<i>G. BURLAN</i>	<i>RCL</i>	 I Confirm that I have understood the Toolbox Talk
<i>A. DUNITRANIA</i>	<i>RCL</i>	 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	Duration	Total Time	Employer Reference
<i>12</i>	<i>30min</i>	<i>6 hours</i>	<i>2453745</i>

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
----------------------------------------	-------------------	--------------------	------------------------------------------------------------	---------------------------------	-------------



PERSONAL PROTECTIVE EQUIPMENT ISSUE REGISTER

Page 9

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
----------------------------------------	-------------------	--------------------	---------------------------------------	--------------------------	-------------