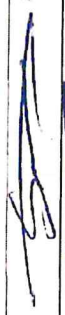




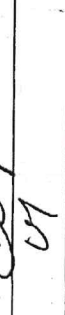



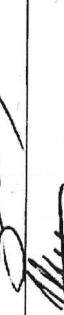

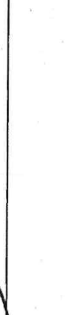



PERSONAL PROTECTIVE EQUIPMENT ISSUE REGISTER

SITE: 21 MOORFIELDS

OPERATIVE NAME	HARD HAT + CHIN STRAP	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. Stokmova	✓	✓					✓					20/09/22
A. SHUMANSKY				✓			✓					20/09/22
ANDREI LEOGAN		✓	✓	✓			✓					28/09/22
DANIEL GEORGICU		✓	✓	✓			✓					28/09/22
M. MIHAYLOV			✓				✓					28/09/22
R. KONDRATOVICUS		✓	✓				✓					28/09/22
GABRIEL VLADUT	✓	✓	✓	✓			✓					03/10/22
LORENZO Tolu-Pom	✓	✓	✓	✓								31/10/22
GEORGE SIRGHE		✓	✓	✓			✓					03/10/22
Lorenzo T. Rom				✓								01/10/22
Kestatis Stednicov			✓						✓			04/11/22
Oleksandr Shumansky			✓						✓			04/10/22
ROSIA HODINITU	✓	✓	✓				✓					07/10/22

PAGE 04



SITE: 21 MOORFIELDS

[illegible]

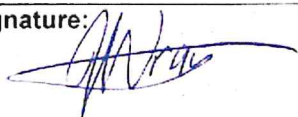
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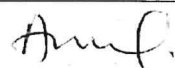
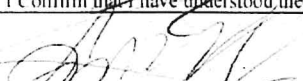
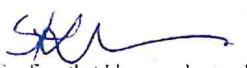
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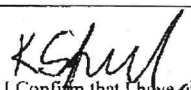
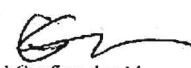

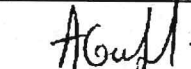
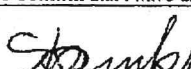
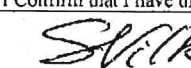
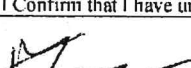
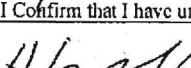
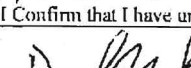
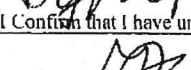
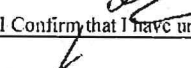
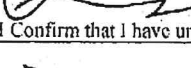
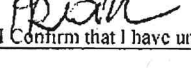
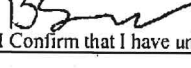
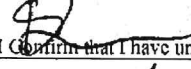
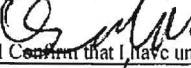


RAPHAEL CONTRACTING LTD

RCL TRAINING AND DEVELOPMENT PLAN SHORT TRAINING SESSION ATTENDANCE SHEET

Title: (RCL- 17) FOOT & ANKLE PROTECTION	Date: 06/10/2022
Location: 21 MOORFIELDS	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
D. SANDERS	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
V. BALIUVICIUS	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
J. BASQUILLE	RAPHAEL CONTRACTING LTD	 I Confirm that I have understood the Toolbox Talk
O. SLAV	RAPHAEL CONTRACTING LTD / MCG	 I Confirm that I have understood the Toolbox Talk
	RAPHAEL CONTRACTING LTD	 I Confirm that I have understood the Toolbox Talk
O. SHWUMANSKIY	RAPHAEL CONTRACTING LTD / OSP	 I Confirm that I have understood the Toolbox Talk
R. WADE	RAPHAEL CONTRACTING LTD / OSP	 I Confirm that I have understood the Toolbox Talk

K. STALNIONIS	RAPHAEL CONTRACTING LTD / OSP	 I Confirm that I have understood the Toolbox Talk
G. SIRGHE	RAPHAEL CONTRACTING LTD / OSP	 I Confirm that I have understood the Toolbox Talk
G. VLADUT	RAPHAEL CONTRACTING LTD / OSP	 I Confirm that I have understood the Toolbox Talk
I. ARSENIU	RAPHAEL CONTRACTING LTD / APPEX	 I Confirm that I have understood the Toolbox Talk
S. GEDEGAUDAS	RAPHAEL CONTRACTING LTD / APPEX	 I Confirm that I have understood the Toolbox Talk
S. VILKLOV	RAPHAEL CONTRACTING LTD / APPEX	 I Confirm that I have understood the Toolbox Talk
M. MIHAYLOV	RAPHAEL CONTRACTING LTD / APPEX	 I Confirm that I have understood the Toolbox Talk
A. LEOGAN	RAPHAEL CONTRACTING LTD / APPEX	 I Confirm that I have understood the Toolbox Talk
D. GEORGIU	RAPHAEL CONTRACTING LTD / APPEX	 I Confirm that I have understood the Toolbox Talk
E. CHIRLOV	RAPHAEL CONTRACTING LTD / APPEX	 I Confirm that I have understood the Toolbox Talk
V. ANDRONIC	RAPHAEL CONTRACTING LTD / APPEX	 I Confirm that I have understood the Toolbox Talk
P. DOBIC	RAPHAEL CONTRACTING LTD / APPEX	 I Confirm that I have understood the Toolbox Talk
B. STRINGER	RAPHAEL CONTRACTING LTD / S-BRIDGE	 I Confirm that I have understood the Toolbox Talk
S. DAVEY	RAPHAEL CONTRACTING LTD / S-BRIDGE	 I Confirm that I have understood the Toolbox Talk
O. STRINGER	RAPHAEL CONTRACTING LTD / S-BRIDGE	 I Confirm that I have understood the Toolbox Talk
D. PERKINS	RAPHAEL CONTRACTING LTD / S-BRIDGE	 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
26

Duration
30 mins

Total Time
13 hours

Employer Reference
2453745

DOCUMENT REFERENCE:	SIT-FM-007	VERSION NO:	1.0	CREATION DATE:	07/02/2013	Page 2 of 1
DOCUMENT OWNER:	DAS			LAST REVISION DATE:	N/A	
				NEXT REVIEW DATE:	07/02/2014	



Toolbox Talk No. 17 FOOT AND ANKLE PROTECTION

Fact: Every year people sustain foot injuries from falling objects or slipping and tripping.

Large numbers of major injuries to feet and ankles are reported to the HSE every year, but sensible, robust, safety footwear will reduce this unnecessary loss of time and considerable pain which follows these injuries. Under the Personal Protective Equipment at Work Regulations 1992, your employer must provide you with protective footwear, where you are exposed to the risk of foot injury. If you are self-employed you must provide your own safety footwear.

You have a legal obligation to wear equipment provided for your safety.

The two main causes of foot injuries are:

- Treading on sharp objects, such as nails, which pierce the soles of the foot.
- Objects dropping causing crush injuries.

Other Potential Hazards

1. Stacked material falling onto feet.
2. Spatter and sparks from welding and cutting.
3. Slippery floor surfaces.
4. Poor housekeeping presents slip and trip hazards.

Q: What are the two main causes of foot injuries? And what hazards could you encounter in your workplace?

5. Poor and badly worn footwear offers little ankle support.
6. Worn soles can affect your grip.
7. Incorrect footwear for the job could promote an injury i.e. open fronted boots for welding.

Q: How can worn footwear affect you?

Foot and Ankle Protection

Totally unsuitable footwear, such as trainers, or sandals, which offer no protection are not permitted on construction sites.

Suitable safety boots, shoes and trainers:

1. High leg lace-up boots provide support and may prevent a twisted ankle.
2. In wet conditions or when working with concrete Wellington boots may be the best bet.
3. Steel toecaps are required for toe protection.
4. Made of strong material such as leather or rubber to support and prevent twisted ankles

Q: What must you ensure when issued with safety footwear?

5. Where nails and other sharp objects may be present, steel mid-sole protection will be required.
6. Ensure that the footwear fits you and is fit for the job.
7. Take care of any footwear issued to you.
8. Ensure any damaged, lost, or worn footwear is replaced immediately.
9. Badly worn soles can increase your chances of slipping.


Q: If your footwear is damaged what should you do?

Q: How can worn footwear contribute towards you having an accident?

Q: In a workplace littered with slip and trip hazards, describe the features you would like to see in a boot?

REMEMBER: Wear and protect!

DOCUMENT REFERENCE:	TOOLBOX TALKS	VERSION NO:	10	CREATION DATE:	11/08/2010	Page 25 of 141
DOCUMENT OWNER:	MOB			LAST REVISION DATE:	Oct-2021	

		Client Name	Raphael Contracting Ltd	Account Number	Timesheet Number	6											
OSP GRP LTD Kingsley House, First Floor Suite 106, Balmoral Road Gillingham, Kent ME7 4NT Tel: 01634 580555 www.ospgroupltd.com		Invoice Address	Raphael House, 123 Roebuck Road Chessington, Surrey, KT9 1EU	Site/Job Address	21 Moorfields Finsbury London EC2M 6TX												
Start Date	03/10/2022	Contact Name	Jason Wray	PLEASE RETURN NO LATER THAN MONDAY 12.00 NOON													
Week Ending	09/10/2022	COTB Ref		THIS TIMESHEET MUST BE SIGNED BY THE CLIENT BEFORE SUBMISSION FOR PAYMENT													
Week Number		Job/PO Number		THE TEMPORARY WORKER WILL ONLY BE PAID ON THE BASIS OF A SIGNED TIMESHEET													
Timesheet Number		Trade		FOR OFFICE USE ONLY													
				Enter actual hours worked only (No breaks or travel time)													
				Mon	Tue	Wed	Thu	Fri	Sat	Sun	Total	Basic	O/Time	Total	Hours	Pay	Charge
		Oleksandr Shumanskiy	Carpenter	8.5	8.5	8.5	8.5	8.5	N/A	N/A	42.5	42.5	N/A				
FINISHED UP		Mohammed Hoque	Labourer	N/A	N/A	8.5	N/A	N/A	N/A	N/A	8.5	8.5	N/A				
FINISHED UP		Reginald Wade	Carpenter	8.5	8.5	8.5	8.5	N/A	N/A	N/A	34	34	N/A				
		Kestutis Staltonis	Carpenter	8.5	8.5	8.5	8.5	N/A	N/A	N/A	42.5	42.5	N/A				
FINISHED UP		Yury Hudyma	Carpenter	8.5	N/A	N/A	N/A	N/A	N/A	N/A	8.5	8.5	N/A				
		Gabriel Vladut	Labourer	8.5	8.5	8.5	8	8	N/A	N/A	41.5	41.5	N/A				
FINISHED UP		George Cristi Sirighe	Labourer	8.5	8.5	8.5	8.5	8.5	N/A	N/A	42.5	42.5	N/A				
FINISHED UP		Lorenzo Tafi Perry	Labourer	8.5	8.5	N/A	N/A	N/A	N/A	N/A	17	17	N/A				
FINISHED UP		Witalijs Madyisnkiy	Carpenter	8.5	N/A	N/A	N/A	N/A	N/A	N/A	8.5	8.5	N/A				
									N/A	N/A			N/A				

DULY AUTHORISED BY THE CLIENT COMPANY
 I/We confirm the hours given are correct. The standard of work was satisfactory and we accept a charge for these hours.
 I/We agree to pay OSP GRP LTD in respect of the hours given within 7 days of the date of invoice date.
 I/We confirm that
 OSP GRP LTD
 SIGNATURE: *Jason Wray*
 POSITION: PROJECT MANAGER
 PRINT NAME: JASON WRAY
 DATE: 10/10/22

1

In the event of the Engagement by the Client of a Temporary Worker supplied by the Employment Business either (1) directly or (2) pursuant to being supplied by another Employment Business or company, within either:- The duration of the Assignment where there has been a break of more than 42 days (6 weeks) since the end of the previous Assignment; or 8 weeks from the day after the last day the Temporary Worker worked on the Assignment the Client shall be liable, to either an extended period of hire or a transfer fee the length or amount of which is to be agreed between the Employment Business and the Client. For further information, please refer to clause 8 of the Contract and Confirmation of Terms of Business.

Client Account Name & Address:	Work or Site Address:
Raphael Contracting Limited	21 Moorfields
	EC2M 6TX

Apex Resources Limited
Apex House, 1 Bridle Path
Watford, Hertfordshire, WD17 1UE
Tel. 01923 200 111, Fax. 01923 200 112



Accounts Number:	Reporting To:
------------------	---------------

Details for Week Ending (Date):

09.10.2022

TimeSheets to be received by Tuesday 11:00AM. - F: 01923 200 112, Email: please use the button below.

Trade	Name of Temp Worker	MON		TUE		WED		THU		FRI		SAT		SUN		Total Hours Worked Less Breaks	Basic Rate Hour	Overtime Rate Hour	Poor	Average	Conduct Attitude	Work Quality
		On Site Hours	Less Breaks	On Site Hours	Less Breaks	On Site Hours	Less Breaks	On Site Hours	Less Breaks	On Site Hours	Less Breaks	On Site Hours	Less Breaks	On Site Hours	Less Breaks							
Carpenter	Ion Arsenie	9.50	1.00	9.50	1.00	9.50	1.00	9.50	1.00	9.50	1.00	0.00	0.00	0.00	0.00	42.5	0					
Carpenter	Iosif Hodinitu	5.50	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4.5	0					
Carpenter	Sergei Vilkov	9.50	1.00	9.50	1.00	9.50	1.00	9.50	1.00	9.50	1.00	0.00	0.00	0.00	0.00	42.5	0					
Carpenter	Saulius Gedegaudas	9.50	1.00	9.50	1.00	9.50	1.00	9.50	1.00	9.50	1.00	0.00	0.00	0.00	0.00	42.5	0					
Carpenter	Daniel Georgiu	9.50	1.00	9.50	1.00	9.50	1.00	9.50	1.00	9.50	1.00	0.00	0.00	0.00	0.00	42.5	0					
Carpenter	Andrei Leogan	8.50	1.00	9.50	1.00	8.50	1.00	9.50	1.00	9.50	1.00	0.00	0.00	0.00	0.00	40.5	0					
Carpenter	Miroslav Mihaylov	9.50	1.00	9.50	1.00	9.50	1.00	9.50	1.00	9.50	1.00	0.00	0.00	0.00	0.00	42.5	0					
Carpenter	Pavel Dobic	0.00	0.00	0.00	0.00	9.50	1.00	7.50	1.00	7.50	1.00	0.00	0.00	0.00	0.00	21.5	0					
Carpenter	Eduard Chirilov	0.00	0.00	0.00	0.00	9.50	1.00	9.50	1.00	9.50	1.00	0.00	0.00	0.00	0.00	25.5	0					
Carpenter	Robertas kondrotavicius	9.50	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8.5	0					
Carpenter	Vasile Andronic	0.00	0.00	0.00	0.00	9.50	1.00	9.50	1.00	9.50	1.00	0.00	0.00	0.00	0.00	25.5	0					

We confirm that the work has been carried out is to our satisfaction. We certify that the total hours above are correct and will accept your account for

We confirm that the work has been carried out to our satisfaction. We certify that the total hours above are correct and will accept your account for the hours worked shown at the agreed rates. We understand, agree and accept all terms/conditions of business set out by Apex Resources Ltd. I confirm the works were completed without any supervision, direction or control as to the manner in which the works were completed. Receipt of this document via email from the Sender's company or individual it was intended for will be treated as authorisation to invoice as per our Terms & Conditions.

Consultant:

Branch Number & Notes:

Signature:	Name (in capitals):
Position:	Date:



RAPHA

CONTRACTING

TRAINING AND DEVELOPMENT PLAN SHORT TRAINING SESSION ATTENDANCE SHEET

No. 29	Title: SAFETY ALERT PODIUM STEPS	Date: 03/10/22
Location: Repton Gardens	Start Time: 730	
Duration (Minutes) 30	End Time: 800	
Presenters name: SLAV SIMONOVIC	Presenters Signature:	

	Candidate's Name	Name of Employer	Candidate's Signature
1	D. RASCICICU		 I confirm that I have understood the Tool Box Talk
	SATISH GADGAR		 I confirm that I have understood the Tool Box Talk
3	D. PISAWALIA		 I confirm that I have understood the Tool Box Talk
4	ION DRAGUS		 I confirm that I have understood the Tool Box Talk
5	M. BANSI		 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

Grant Claim information

Note: Claims can only be made for your employees or labour-only sub-contractors

No. Attended	Duration	Total Time	Employer Reference
5	30min	2 1/2 h.	2453745



Toolbox Talk No. 29 SAFETY ALERT PODIUM STEPS

THE INCIDENT

- An electrician was working from a podium step to fix a ceiling mounted conduit. Shortly after ascending the podium his workmate, who was in the same room, heard a shout and turned to see the podium step overturning and his colleague falling with it.
- As the podium fell to the floor the electrician struck his head against a wall, just above floor height.
- The electrician partially lost consciousness and appeared very confused. The site team called an ambulance and at hospital the electrician was diagnosed with a compression injury, necessitating a stay in hospital of five days for observation.
- Considering the distance that the electrician fell and his own momentum from the fall, it is surprising and fortunate that he did not sustain a fractured skull or possibly worse.

INVESTIGATION

- The room within which the electrician was working had an existing timber floor, which was in good condition, without holes or openings and was also level. Although there were some materials stored within the room, they did not affect the use of the podium. The location where the podium step was being used was directly beneath the conduit being fixed, so overreaching was not necessary.
- On examining the podium several issues were identified. None of the four wheel locks had been engaged; the guardrail had not been raised to suit the (adjustable) platform height of 1.25m; a diagonal brace (normally attached between the two side frames) had not been fitted, it remained in its stowed position. The podium was also in a generally poor condition, with some parts not moving easily, and other parts clearly misaligned/bent.
- Although the plant hire company had provided instructions with the podium, these remained sealed within a wallet attached to the podium. The M&E contractor had not provided any form of instruction to their operatives on the assembly and use of this type of podium.
- Without the diagonal brace in position, the podium is prone to leaning or 'sagging' to one or another side by approximately 50mm. Whilst this tendency alone will not make the podium overturn, combined with the poor maintenance and the unlocked wheels these factors definitely contributed to the overturning.
- What most probably happened at the time of the accident is that the podium leaned to one side, probably due to the electrician moving to one side of the platform. As his weight was thrown further over the side of the podium by the unexpected movement, his momentum together with the wheels being unlocked caused his weight to move outside the balance point of the podium causing it to overturn.

SUMMARY

- The electrician was not familiar with this particular type of podium that he was given to use. Although he had not assembled the podium himself, had he been given instruction on its assembly and use, it is more likely that he would have known that the diagonal brace was still in its stowed position.
- Podium steps have been developed and marketed over a relatively short period of time, with several different types now available and in regular use. This makes it very important that users are instructed in their use – for each type that they're expected to use. Had this happened in this instance this accident would likely not have occurred.

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ACTION

- Whenever a contractor brings podium steps to site, a tool box talk on their assembly and use must be carried out, for each type in use. This tool box talk must also be recorded.
- As podium steps are still relatively new pieces of equipment, and also to avoid a repeat of this accident, it is also important that site managers are familiar with the types of podium in use on their projects.

CONCLUSION

The following is general advice applicable to podium use:

- Users instructed in assembly and use
- All podium components fitted
- Outriggers extended (if fitted)
- Platform gates closed and locked (these sometimes contribute to stability)
- Wheel locks engaged
- Podium positioned to avoid overreaching
- Guardrails adjusted to suit platform height
- Podiums inspected regularly

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