



TRAINING AND DEVELOPMENT PLAN

SHORT TRAINING SESSION ATTENDANCE SHEET

Title: <u>Construction Waste Management</u>	Date: <u>11.10.22</u>
Location: <u>Hoxton Hotel</u>	Start Time: <u>07:30</u>
Duration (Minutes) <u>30min</u>	End Time: <u>08:00</u>
Presenters name: <u>A. Rulsinskas</u>	Presenters Signature:

	Candidate's Name	Name of Employer	Candidate's Signature
1	<u>Sergey Kijunovs</u>	<u>RCL</u>	 I confirm that I have understood the Tool Box Talk
2	<u>Diamond Barr</u>	<u>RCL</u>	 I confirm that I have understood the Tool Box Talk
3	<u>NATWALLAZ JAGTIA</u>	<u>RCL</u>	 I confirm that I have understood the Tool Box Talk
4	<u>BERNARDO R.</u>	<u>RCL</u>	 I confirm that I have understood the Tool Box Talk
5	<u>A PARVAN</u>	<u>RCL</u>	 I confirm that I have understood the Tool Box Talk
6	<u>Rady Cozary</u>	<u>RCL</u>	 I confirm that I have understood the Tool Box Talk
7	<u>APRIL GALA</u>	<u>RCL</u>	 I confirm that I have understood the Tool Box Talk
8	<u>A. WREN</u>	<u>RCL</u>	 I confirm that I have understood the Tool Box Talk
9	<u>R. Ramesh</u>	<u>RCL</u>	 I confirm that I have understood the Tool Box Talk
10	<u>L. Farrell</u>	<u>RCL</u>	 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	Duration	Total Time	Employer Reference
<u>10</u>	<u>30min</u>	<u>5h.</u>	<u>2453745</u>



TRAINING AND DEVELOPMENT PLAN

SHORT TRAINING SESSION ATTENDANCE SHEET

Title: <u>Dust control from tools</u>	Date: <u>5.10.22</u>
Location: <u>Hoxton Hotel</u>	Start Time: <u>13:00</u>
Duration (Minutes) <u>30min</u>	End Time: <u>13:30</u>
Presenters name: <u>A. Kulsinokas</u>	Presenters Signature: <u>[Signature]</u>

	Candidate's Name	Name of Employer	Candidate's Signature
1	<u>BERNARD</u>	<u>RCL</u>	<u>[Signature]</u> I confirm that I have understood the Tool Box Talk
2	<u>A. PARVAZ</u>	<u>RCL</u>	<u>[Signature]</u> I confirm that I have understood the Tool Box Talk
3	<u>Sergejs Kzjuravs</u>	<u>RCL</u>	<u>[Signature]</u> I confirm that I have understood the Tool Box Talk
4	<u>Radu Cozaru</u>	<u>R.C.L</u>	<u>[Signature]</u> I confirm that I have understood the Tool Box Talk
5	<u>Desmond Baur</u>	<u>RCL</u>	<u>[Signature]</u> I confirm that I have understood the Tool Box Talk
6	<u>NATWARLAL JAGATIA</u>	<u>RCL</u>	<u>[Signature]</u> I confirm that I have understood the Tool Box Talk
7	<u>Alper Gabor</u>	<u>RCL</u>	<u>[Signature]</u> I confirm that I have understood the Tool Box Talk
8	<u>A. WILSON</u>	<u>RCL</u>	<u>[Signature]</u> I confirm that I have understood the Tool Box Talk
9	<u>A. Lidzies</u>	<u>RCL</u>	<u>[Signature]</u> I confirm that I have understood the Tool Box Talk
10	<u>R. RAMA</u>	<u>RCL</u>	<u>[Signature]</u> I confirm that I have understood the Tool Box Talk
11	<u>L. Farrell</u>	<u>R.C.L</u>	<u>[Signature]</u> I confirm that I have understood the Tool Box Talk
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Grant Claim information

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No. Attended	Duration	Total Time	Employer Reference
<u>11</u>	<u>30min</u>	<u>5 1/2h.</u>	<u>2453745</u>



SITE: 21 MOORFIELDS

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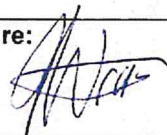
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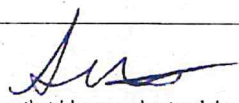


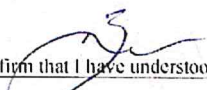
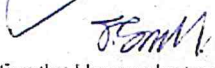
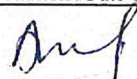
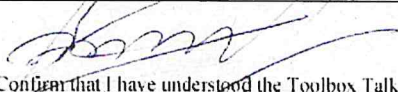
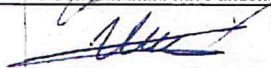


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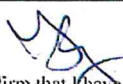


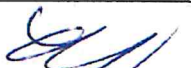
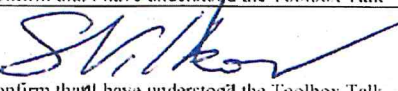
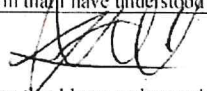

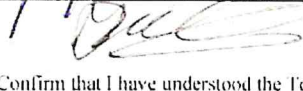
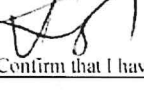
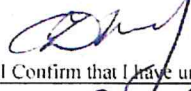
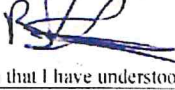
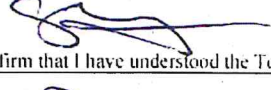
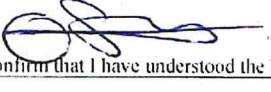


RAPHAEL CONTRACTING LTD

RCL TRAINING AND DEVELOPMENT PLAN SHORT TRAINING SESSION ATTENDANCE SHEET

Title: (RCL- 86) DUST CONTROL FROM TOOLS	Date: 10/10/2022
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
J. SMITH	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
O. SLAV	RAPHAEL CONTRACTING LTD / MCG	 I Confirm that I have understood the Toolbox Talk
O. SHWUMANSKIY	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. VLADUT	RAPHAEL CONTRACTING LTD / OSP	 I Confirm that I have understood the Toolbox Talk

Z. KOSTADINOV	RAPHAEL CONTRACTING LTD / OSP	 I Confirm that I have understood the Toolbox Talk
F. MANEA	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
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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
B. STRINGER	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
24

Duration
30 mins

Total Time
12 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.
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Toolbox Talk No. 86 DUST CONTROL FROM TOOLS (EG CIRCULAR BENCH SAWS)

Wood dust can cause serious respiratory diseases including asthma, and dermatitis. Wood dust includes dust from hardwood, softwood, and composite boards such as MDF. Exposure to substances which cause occupational asthma should be prevented, or if that is not reasonably practicable, control exposure to prevent workers from developing asthma. This applies to short-term high as well as long-term exposures. If an individual develops occupational asthma, exposure must be controlled to prevent triggering further attacks. Suitable levels are likely to be well below any exposure limit.

Engineering controls (extraction) are recommended to control dust from mechanical saws. You need also to control exposure to noise. The dust is combustible - build-up on ledges etc can result in dust explosions. Extraction helps to reduce this risk.

Access

- ✓ Restrict access to those staff who need to be there.

Design and equipment

- ✓ The cutting action creates coarse and fine dust, and tends to blow the dust into the workroom. Fit extraction to control dust.
- ✓ Enclose the saw casing as much as possible to contain dust and reduce the amount of extraction needed.
- ✓ Fit dust extraction beneath the machine table, and to the top guard as well, if possible.
- ✓ Always confirm that the extraction is turned on and working at the start of work.
- ✓ Keep extraction ducts short and simple - avoid long sections of flexible duct, it is easily damaged.
- ✓ Have a supply of clean air coming into the workroom to replace extracted air. You can recirculate filtered air to the workroom.
- ✓ Adjust the top guard downwards as close as possible to the workpiece.
- ✓ Keep the extraction slot and top guard free of chippings to allow effective dust capture.

Maintenance

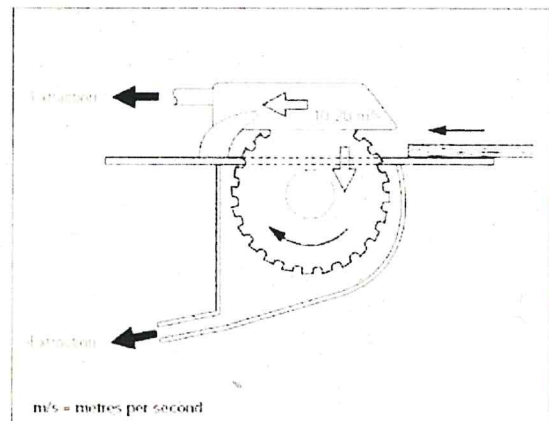
- ✓ Keep equipment in effective and efficient working order.
- ✓ Repair faulty extraction systems immediately.

Examination and testing

- ✓ At least once a week, check that the extraction system and gauge work properly, with no dust leaks.

Cleaning and housekeeping

- ✓ Clean the machinery and work area every day. Regular cleaning will help you find dust leaks.
- ✓ Clean general workrooms at least daily. Remember to clean overhead beams, heating pipes and light fittings to reduce the risk of secondary dust explosion.
- ✓ Use a Type H vacuum cleaner fitted with a HEPA filter to clear up dust.
- ✗ Don't clean up with a brush or with compressed air.
- ✓ Shovel large spills carefully to avoid stirring up dust.
- ✓ Dispose of wood dust waste by incineration or in a skip.



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Personal protective equipment (PPE)

- ✓ Respiratory Protective Equipment (RPE) is recommended for all cutting, maintenance and cleaning operations
- ✓ Use FFP3 standard of dust mask – this will filter even the finest MDF dusts, if worn and fitted properly.
- ✓ Replace RPE filters as recommended by your supplier.
- ✓ Keep RPE clean and store it away from dust.
- ✓ Skin creams are important for skin protection and help in washing contamination from the skin. These are not 'barrier creams'. After work creams help to replace skin oils.
- ✗ Never allow compressed air use for removing dust from clothing.

Supervision

- ✓ Check that the extraction is working properly; PPE is being used properly; and the rules on personal hygiene are being followed.
- ✓ Ensure the health surveillance programme is being carried out for everyone that needs it.
- ✓ Ask your workers to check their skin for dryness or soreness every six months. If these effects appear, check the proper use of skin creams and PPE.
- ✓ Ensure that Fit Testing is carried out and recorded for all that need to wear RPE (dust masks)

Employee checklist

- ✓ Always follow the standard operating procedures.
- ✓ Is the extraction switched on and working properly, with the guard properly adjusted?
- ✓ Look for signs of leaks, wear and damage.
- ✓ If you find any problems, tell your supervisor. Don't just carry on working.
- ✓ Co-operate with health surveillance schemes.
- ✓ Use, maintain and store your PPE in accordance with instructions.
- ✓ Clear up sawdust regularly.
- ✓ Wash your hands before and after eating, drinking, smoking and using the lavatory.
- ✓ Never use solvents to clean your skin.
- ✓ Use skin creams provided as instructed.

Questions

- ? Do your workers know that wood dust can cause asthma, cancer and dermatitis?
- ? What are the early signs of asthma?
- ? How do you keep dust exposures low?
- ? How can you check if the extraction is working?
- ? How do you use and look after PPE and RPE?
- ? What to do if something goes wrong with your PPE or equipment?

<http://www.hse.gov.uk/woodworking/wood-dust-exposure.htm>

This short film on dust control and housekeeping is great to show - if you have a lap top on site.

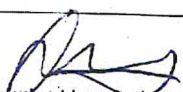



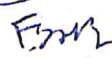

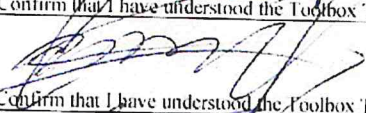
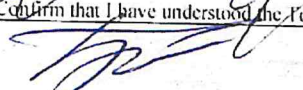
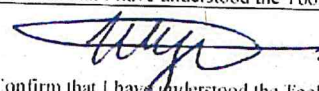

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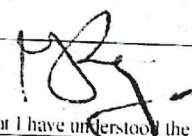

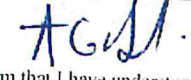

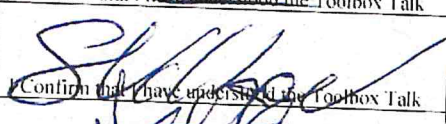
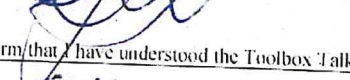
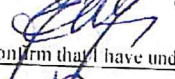
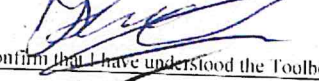


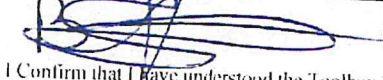
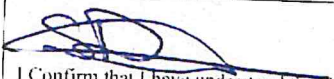
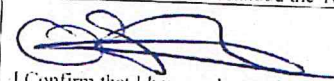
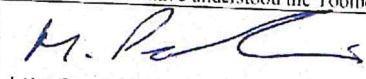
RAPHAEL CONTRACTING LTD

RCL TRAINING AND DEVELOPMENT PLAN SHORT TRAINING SESSION ATTENDANCE SHEET

Title: (SRM) 21M – CHANGES TO SITE LOGISTICS	Date: 13/10/2022
Location: 21 MOORFIELDS	Start Time: 08:30
Duration (Minutes) 30 mins	End Time: 09:00
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
J. SMITH	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
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K. STALMONIS	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

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DOCUMENT OWNER:	DAS			LAST REVISION DATE:	N/A	
				NEXT REVIEW DATE:	07/02/2014	

Z. KOSTADINOV	RAPHAEL CONTRACTING LTD / OSP	 I Confirm that I have understood the Toolbox Talk
F. MANEA	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
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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
M. 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
24

Duration
30 mins

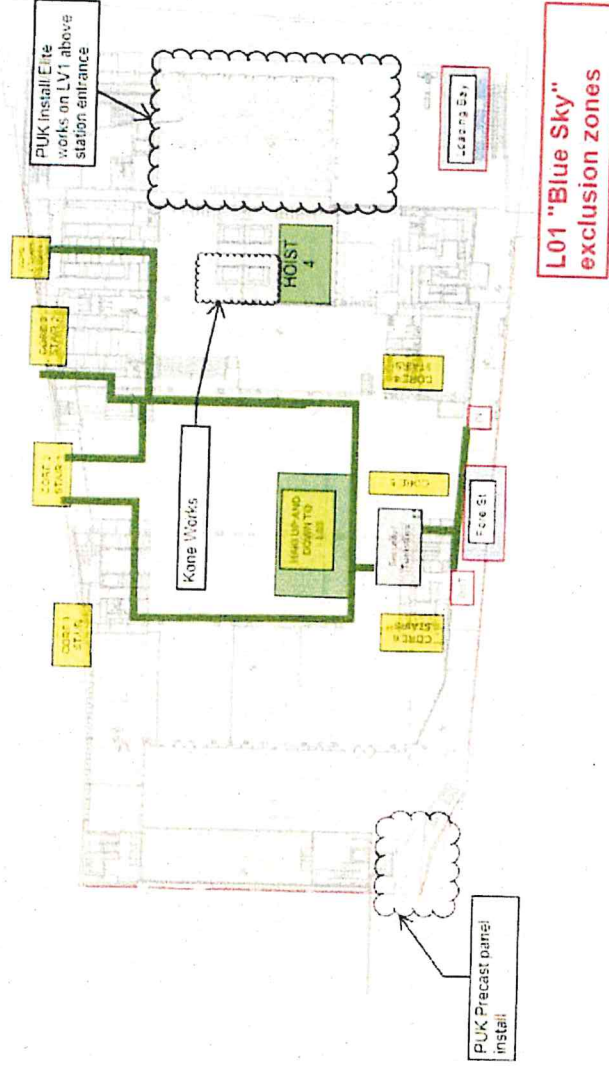
Total Time
12 hours

Employer Reference
2453745

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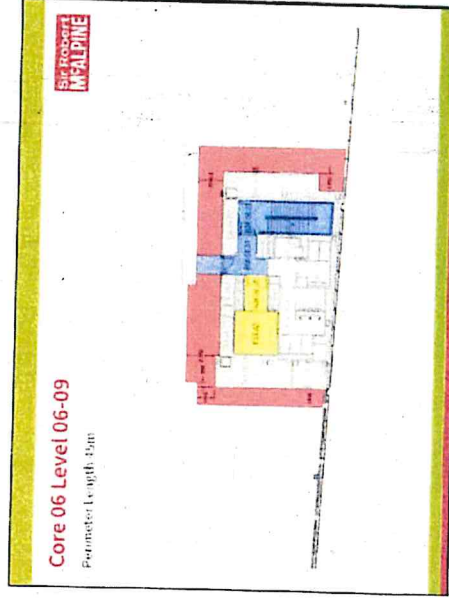
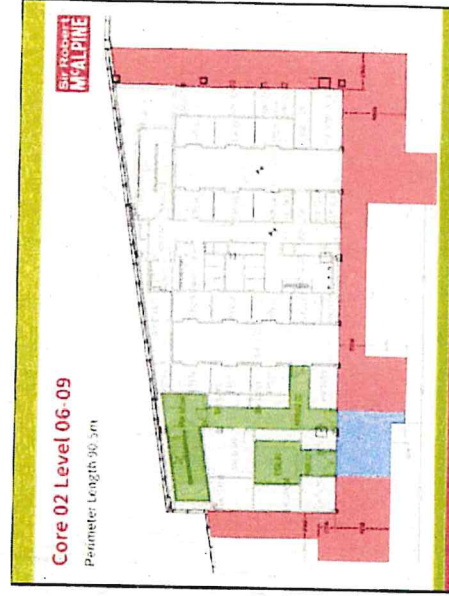
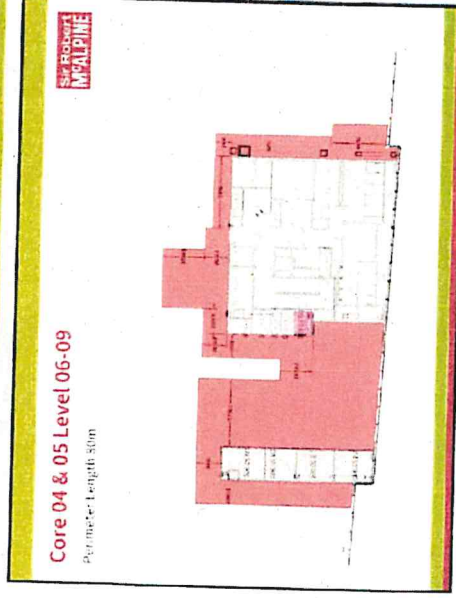
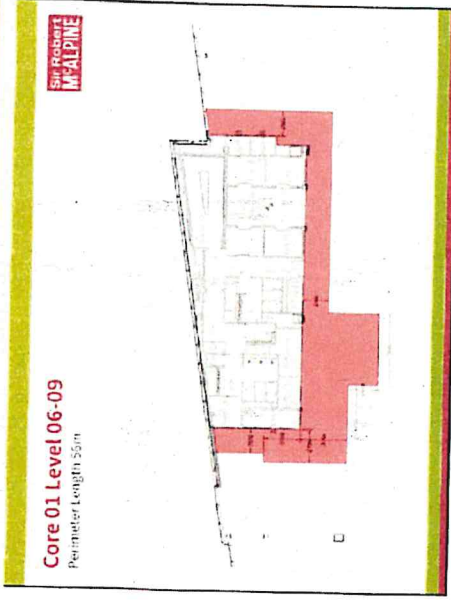
Changes to Site Logistics



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SRM site areas (Levels 6-11)



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ISG site areas (Levels 6-11)

- There is no permitted access outside of the 2m exclusion zone around cores, unless permission has been granted by ISG and RAMS have been approved.
- To get from one core to another we must walk either down to Level 5 or upto Level 12 and across the floor plate on those Levels to the other core and then walk back up or down the stairs.
- Anyone seen crossing the floor plate will be stopped by SRM or ISG and will receive a yellow or red card.

Hoist access to upper floors

- The hoist now runs from Level 1 to Level 10 (to access Levels 12 and above via the Core 4 stairs) for passengers only.
- Until 18.00 on Friday 14th October the hoist will run from Level 1 to Level 11 for goods only, to and from Levels 12, 13 and 14 via the beam hoists and spider crane.
- After Friday, only Level 12 will be serviced in preparation for L13 & 14 being handed over.

Changing Rooms

- The site changing rooms will close at 18.00 on Friday 14th October and no-one will be permitted to enter them after this point – so ensure your possessions are moved in time (as per instructions posted on the lockers).
- The new changing rooms are on Level 3 of Tenter House, these are a mixture of lockers and hanging baskets (that are kept secure and managed by a full time attendant).

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PPE required at site entrance

- As of Saturday 15th October AM, the area as you walk through the site will now be part of the site and PPE will need to worn (except for a small area from the door next to the turnstiles to the security hut for new inductees and visitors).
- The Level 1 – 3 welfare haki stairs will be closed and struck.
- The only PPE-free area on site next week will be from the site toilets to the canteen (via the L3>4 haki stairs in the welfare area).

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Site canteen to close Fri 21st Oct

- The site canteen will close at the end of the day on Friday 21st October.
- The Level 3-4 welfare haki stairs will be closed and struck the following day.
- A new canteen will fully open on Monday 24th October on Level 5 of Tenter House. The H&W kitchen will be selling a reduced menu. Microwave, fridge and boiling water provisions will remain in place (these will be in place for use on Saturday 22nd October).

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RAPHA

CONTRACTING

TRAINING AND DEVELOPMENT PLAN SHORT TRAINING SESSION ATTENDANCE SHEET

Not
Title: ENVIRONMENTAL ISSUES FOR CONTRACTORS Date: 11/10/22
Location: Repton Gardens Start Time: 730
Duration (Minutes) 30 min End Time: 800
Presenters name: S. SIMONOVIC Presenters Signature:

	Candidate's Name	Name of Employer	Candidate's Signature
1	S. GAJJAR	RCL	 I confirm that I have understood the Tool Box Talk
2	M. BHANJI	P.C.L.	 I confirm that I have understood the Tool Box Talk
3	D. RASCICLOL	RCL	 I confirm that I have understood the Tool Box Talk
4	D. PISHWALIA	RCL	 I confirm that I have understood the Tool Box Talk
5	T. DRAGLES	OSP	 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	Duration	Total Time	Employer Reference
5	30 min	2 1/2 h.	2453745



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



DON'T

- ✗ DON'T leave plant running when not in use as it wastes fuel and creates unnecessary pollution.
- ✗ DON'T switch on the lights when daylight is sufficient.
- ✗ DON'T leave lights on if you are last to leave a room or cabin.
- ✗ DON'T leave doors and windows open when you have your heater or air conditioning unit on as it allows hot/cold air to escape easily.
- ✗ DON'T alter thermostats and timers in cabins these have been set for optimum efficiency
- ✗ DON'T leave space heaters running unnecessarily in the building.
- ✗ DON'T over order on materials as this can lead to excessive waste
- ✗ DON'T throw materials straight into the skip, can they be saved and used later?

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RAPHAEL
CONTRACTING LTD

PERSONAL PROTECTIVE EQUIPMENT ISSUE REGISTER

SITE: REPTON GARDENS

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		
BRADLEY DAVIS		✓		✓							<i>Bradley Davis</i>	06/09/22
TON DRAOIS				✓							<i>Draois</i>	06/09/22
DHANY RAVERICEL	✓			✓							<i>Draois</i>	13/09/22
TON DRAOIS	✓										<i>Draois</i>	15/09/22
SATISH GAZZAR	✓	✓		✓							<i>S. Gazzar</i>	16/09/22
MANSUREL BEANTI	✓	✓		✓							<i>M. Beanti</i>	28/09/22
TON DRAOIS				✓							<i>Draois</i>	29/09/22
D. RAVERICEL			✓								<i>D. Ravericel</i>	10/10/22
S. GAZZAR			✓								<i>S. Gazzar</i>	10/10/22
D. PISAVALLA			✓								<i>D. Pisavalla</i>	10/10/22
M. BEANTI			✓								<i>M. Beanti</i>	10/10/22
T. DRAOIS			✓								<i>Draois</i>	10/10/22

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