



Toolbox Talk No. 20 HAND PROTECTION

Minor accidents are normally ignored and people just go back to work, but there are some long-term consequences that affect everyone. Hand injuries fall in to this category and preventative measures must be taken. The person that does not wear gloves can run the risk of:

- ✓ Personal injury
- ✓ Irritant dermatitis
- ✓ Allergic dermatitis
- ✓ Loss of earnings due to time off work

Gloves can protect your hands from:

- ✓ Cuts & Abrasion Hazardous Materials
- ✓ Cold Skin Disease
- ✓ Oil Steel
- ✓ Resins Wet & dry cement
- ✓ Bricks & Blocks Wood
- ✓ Scaffolding Petrol and Diesel
- ✓ Tar

Common reasons for gloves not being worn:

- ✓ Never have worn gloves
- ✓ Hands have to be tough for trade
- ✓ Need to feel the job
- ✓ Can't wear them for all tasks – keep taking them off
- ✓ Don't like the gloves provided
- ✓ Make hands smell
- ✓ Lack of grip
- ✓ Don't fit properly
- ✓ Don't keep hands warm

Important features of gloves:

- ✓ Cut protection
- ✓ Chemical protection
- ✓ Comfort
- ✓ Good fit
- ✓ Feeling
- ✓ Grip

Good gloves practice:

Always use the **Right Glove For The Job!**

- ✓ Find a glove that can be worn for the whole task and keep them on!
- ✓ Make sure the glove fits properly!
- ✓ Replace the gloves when worn out or damaged!
- ✓ Never put dirty hands in a glove!

WHAT IS THE RIGHT GLOVE FOR THE JOB?

JOB: Labouring, road building, fencing, joinery

HAZARD: Cuts, grazes, splinters, chemicals (lime, chromate's, phenols, mineral oils), risk of dermatitis, cold weather.

GLOVE MUST PROVIDE: Grip, dexterity, chemical protection and warmth.

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RAPT

RCL TRAINING AND DEVELOPMENT PLAN SHORT TRAINING SESSION ATTENDANCE SHEET

Title: BENEFITS OF SAFETY	Date: 30/05/2023
Location: 21 MOORFIELDS	Start Time: 07:30
Duration (Minutes) 30 mins	End Time: 08:00
Presenter's name: D Sanders	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
S. SIMONOVIC	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
I SAHOTA	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
B RAMCHANDE	RAPHAEL CONTRACTING LTD	 I Confirm that I have understood the Toolbox Talk
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Grant Claim information Note: Claims can only be made for your employees or labour-only sub-contractors

No. Attended 10	Duration 30 mins	Total Time 5 hours	Employer Reference 2453745
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Toolbox Talk No. 3 BENEFITS OF SAFETY

BE SAFE BE SURE

- For years the construction industry has had a poor safety record with far too many accidents and too much ill health
- Too many accidents are caused by people knowingly working or behaving in an unsafe manner
- With care, most accidents are totally and easily preventable
- When working, be aware of the safety of others as well as yourself. You have a legal duty to do so

WHAT YOU MUST DO:

- Comply with safety training and instruction, and with site safety rules; site induction should inform you of the hazards
- Avoid the temptation to cut corners to get the job done more quickly, there could be a high price to pay
- Be aware of how the job you are doing could affect other people around you
- Stay away from work if you know that you are not fit through illness, drink, drugs or for any other reason
- Ask your supervisor if you have any doubts on safety issues
- Report to your supervisor anyone who you see working or behaving in an unsafe manner, especially horseplay

THE COST OF ACCIDENTS

- A poor safety record could result in your company being fined and suffering increased insurance premiums
- It may reduce the company's chances of winning further contracts
- Money lost in these ways cannot be used elsewhere, the company could be forced out of business
- Employees and supervisors who demonstrate or tolerate poor safety practice may find themselves out of work
- The personal cost of knowing that you have caused a serious accident, or worse, could last a lifetime

THE BENEFITS OF SAFETY

- Fewer accidents resulting in less pain and suffering
- Individuals have less time off with possible loss of income
- Less disruption to the job as a whole with less inconvenience for individuals and their companies
- Fewer accidents investigations, fines and insurance premium increases; more money available for other things
- Higher employee morale and a more contented workforce



RAPT

RCL TRAINING AND DEVELOPMENT PLAN SHORT TRAINING SESSION ATTENDANCE SHEET

Title: HAND PROTECTION	Date: 01/06/2023
Location: 21 MOORFIELDS	Start Time: 07:30
Duration (Minutes) 30 mins	End Time: 08:00
Presenter's name: D Sanders	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
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METHOD STATEMENT INDUCTION

ATTENDANCE SHEET TO BE COMPLETED FOR ALL METHOD STATEMENT TALKS
(METHOD STATEMENTS ISSUED TO ALL PRESENT)

CONTRACT:	21 MOORFIELDS	MS REF:	21M-RAP-XX-XXX-MS-X-00001 - Rev P08
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	NAME (PRINT)	DATE ATTENDED	SIGNATURE	COMMENTS
31	Ishpal Sahota	21/05/2023	<i>Ishpal Sahota</i>	I confirm that I have read and understood the Risk Assessment and Method Statement
32	Balvir Singh	02/06/2023	<i>BALVIR SINGH</i>	I confirm that I have read and understood the Risk Assessment and Method Statement
33				I confirm that I have read and understood the Risk Assessment and Method Statement
34				I confirm that I have read and understood the Risk Assessment and Method Statement
35				I confirm that I have read and understood the Risk Assessment and Method Statement
36				I confirm that I have read and understood the Risk Assessment and Method Statement
37				I confirm that I have read and understood the Risk Assessment and Method Statement
38				I confirm that I have read and understood the Risk Assessment and Method Statement
39				I confirm that I have read and understood the Risk Assessment and Method Statement
40				I confirm that I have read and understood the Risk Assessment and Method Statement

Signed: *JASON WRAY*

Position: PROJECT MANAGER

Print Name: JASON WRAY

Date: 21/05/2023

WHEN COMPLETED RETURN THIS FORM TO THE RCL SAFETY OFFICER

Note on this side any points that have arisen which you may think should be brought to the attention of RCL and complete the attendance list above (add an extra sheet if necessary)



Site Manager's Daily Safe Start

Contract:	21 MOORFIELDS	Project Manager Contracts Manager Site Manager Site Manager	Jason Wray Paul Haugh Dave Sanders Kes Kulsinskaskas	Date (w/c):	29/05/2023	Method statement (s) (Title, Rev No. & Rev date)	RCL 21M-RCL-XX-XXX-MS-X-00001 rev P07 Asa Abloy 21M-RCL-XX-XXX-MS-X-00002 rev P02 Stafford Bridge / 247 21M-RCL-XX-XXX-MS-X-00004 rev P04 A S Cutts Mastic 21M-RCL-XX-XXX-MS-X-00006 rev P01
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Location and description of work: Installing remaining Skirting & Selo and Timber Door Sets to varies areas. - Installing Stafford Bridge Actuators Levels 00, 00M & 01

Site Manager's Daily Sign Off

	Date	Name	Signature	Hot Topics of the Day (the main points you discussed)
Monday	29/05/2023	n/a bank holiday	N/A	n/a
Tuesday	30/05/2023	Dave Sanders	D Sanders	BENEFITS OF SAFETY
Wednesday	31/05/2023	Dave Sanders	D Sanders	FIRE PRECAUTIONS AND EQUIPMENT
Thursday	01/06/2023	Dave Sanders	D Sanders	HAND PROTECTION
Friday	02/06/2023	Dave Sanders	D Sanders	WOODWORKING MACHINES
Saturday	03/06/2023	N/A		
Sunday	04/06/2023	N/A		

Operatives Daily Sign Off

Name	Signature	M	T	W	T	F	S	S	Comments
KES. KULSINSKAS		/	/	X	X	X	/	/	RCL MANAGER
SLAV. SIMONOVIC		/	/	/	/	/	/	/	RCL CARPENTER / MANAGER
VEGAS. BALIUVICIUS		/	/	/	/	/	/	/	RCL CARPENTER
ISHPAL SAHOTA		/	/	/	/	/	/	/	RCL CARPENTER
JOE SMITH		/	/	X	X	/	/	/	RCL HANDYMAN
B RAMCHANDE		/	/	/	/	/	/	/	RCL LABOURER

NOTE IF YOU HAVE MORE THAN 10 OPERATIVES ON SITE, PLEASE USE THE CONTINUATION SHEET656

Before starting work, STOP, THINK and CHECK If the answer to any question below is NO, do not start work until the issues are resolved		Yes	No	N/A
1. Method statements, risk assessments and permits				
Have you read and understood the method statement and risk assessment for the task?		✓		
Is everyone on your team briefed on the method statement for the task?		✓		
Have you carried out your weekly toolbox talk?		✓		
Do you have COSHH Assessments and Safety Data Sheets in place for all hazardous substances that will be used?		✓		
Have you carried out Manual Handling Assessments and planned for any deliveries / extraordinary activities?		✓		
2. Place of work				
Are you satisfied that your team has a safe place to work?		✓		
Have you checked access equipment has been inspected as required and certification issued? E.g. Podium steps, scaffold towers				✓
Are other contractors working adjacent to you aware of what you are doing today? Are you aware of what they will be doing?		✓		
Are third parties and members of the public securely protected from falling materials?		✓		
Does your team know the safe access and egress routes to their places of work?		✓		
3. Task specific				
Are all necessary tools and equipment on site to carry out your work in a safe / efficient manner?		✓		
Are you confident there are no health and safety risks in your work task(s)?		✓		
Are you certain that the operatives you are putting to work are competent for their assigned tasks?		✓		
Are the team equipped with the correct PPE to carry out the task?		✓		
4. Variations				
Have the team members changed? (If yes revise)			✓	
Has the task or working environment changed significantly to require a risk assessment and method statement (If yes, work to stop and new method statement to be produced)			✓	
Remember, as the supervisor YOU are responsible for the safety of YOUR team				