

Site Manager's Daily Safe Start

Contract:	BSB 57CHR	Site Manager:	Kes Kulsinskas	Date (w/c):	09/10/23	Method statement (s) (Title, Rev No.)	Installation of Joinery Rev 002
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Location and description of works: Fitting Joinery to levels: GF, L-1, L-2 & L-3 + BASEMENT

Site Manager's Daily Sign Off

	Date	Name	Signature	Hot Topics of the Day (the main points you discussed)
Monday	09-10-23	K. Kulsinskas		ACCIDENT REPORTING
Tuesday	10-10-23	K. Kulsinskas		FIRST AID
Wednesday	11-10-23	K. Kulsinskas		FIRE PRECAUTION
Thursday	12-10-23	K. Kulsinskas		COSH CONTROL
Friday	13-10-23	K. Kulsinskas		LADDER SAFETY
Saturday				
Sunday				

Operatives Daily Sign Off

Name	Signature	Operatives Daily Sign Off							Comments
		M	T	T	W	T	F	S	
K. Kulsinskas		✓	✓	✓	✓	✓	✓	✓	
A. Kulsinskas		✓	✓	✓	✓	✓	✓	✓	
V. Baliulevicius		✗	✓	✓	✓	✓	✓	✓	
K. Omalley		✓	✓	✓	✓	✓	✓	✓	
A. Lydzius		✓	✓	✓	✓	✓	✓	✓	
B. Ramchande		✓	✓	✓	✓	✓	✓	✓	
V. GUSTAFSON		✓	✓	✓	✓	✓	✓	✓	
A. MAKARAVSKAS		✓	✓	✓	✓	✓	✓	✓	



RAPHAL
CONTRACTING LTD

PERSONAL PROTECTIVE EQUIPMENT ISSUE REGISTER

SITE: 57 CAMPDEN HILL ROAD

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		
K. O'Malley				✓		✓				✓		15/09/23
A. Liodzius		✓				✓				✓		15/09/23
A. Kulsinskas		✓				✓				✓		19/09/23
V. BALIULEVICIUS				✓		✓				✓		21/09/23
D. MARGULIUS	✓	✓	✓	✓			✓					02/10/23
V. GOSPODARIS	✓	✓		✓								02/10/23
A. MACKARAKAS	✓	✓	✓	✓		✓						03/10/23
B. RAMCHAND				✓		✓						05/10/23



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METHOD STATEMENT INDUCTION

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

CONTRACT:	57 Campden Hill Road	MS REF:	002
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	NAME (PRINT)	DATE ATTENDED	SIGNATURE	COMMENTS
1	KESTUTIS KULSINSKAS	01/08/23		I confirm that I have read and understood the Risk Assessment and Method Statement
2	Kieran O'Malley	01/08/23		I confirm that I have read and understood the Risk Assessment and Method Statement
3	A. Kulsinskas	7/8/23		I confirm that I have read and understood the Risk Assessment and Method Statement
4	E. Amanius	7/8/23		I confirm that I have read and understood the Risk Assessment and Method Statement
5	B. Ramchande	7/8/23		I confirm that I have read and understood the Risk Assessment and Method Statement
6	V. BALIULEVICIUS	14/8/23		I confirm that I have read and understood the Risk Assessment and Method Statement
7	A. LIDZIUS	13/9/23		I confirm that I have read and understood the Risk Assessment and Method Statement
8	J. GUSTAVINS	20/9/23		I confirm that I have read and understood the Risk Assessment and Method Statement
9	D. MARCIULAITIS	25/09/23		I confirm that I have read and understood the Risk Assessment and Method Statement
10	A. MAKABALUSKAS	27/09/23		I confirm that I have read and understood the Risk Assessment and Method Statement

Signed:

Position: SUPERVISOR

Print Name: K. KULSINSKAS

Date: 01/08/2023

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)



RAPT

RCL TRAINING AND DEVELOPMENT PLAN SHORT TRAINING SESSION ATTENDANCE SHEET

Title: Weil's Disease	Date: 10/10/2023
Location: 84 MOORGATE	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
S SIMONAVIC	RAPHAEL CONTRACTING LTD	 I Confirm that I have understood the Toolbox Talk
R CANACRAI	RAPHAEL CONTRACTING LTD	 I Confirm that I have understood the Toolbox Talk
I ANDRONIC	<i>DNA</i> 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
B RAMCHANDE	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
I DRAGUS	RAPHAEL CONTRACTING LTD	 I Confirm that I have understood the Toolbox Talk
	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 10	Duration 30 mins	Total Time 5 hours	Employer Reference 2453745
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Toolbox Talk No. 46 WEIL'S DISEASE

WEIL'S DISEASE – WHAT IS IT?

- Weil's disease, which is also known as Leptospirosis, is a kind of jaundice
- The disease enters the body through breaks in the skin, and through the lining of the mouth and nose
- It is caused by contact with water contaminated by the urine of rats and other small mammals such as mice and voles. Anywhere that you can find rats is a risk, cellars, accumulated rubbish, standing water, or near a river or stream.
- It starts as a mild illness which can be easily cured if treated early enough
- If left untreated, it becomes more serious and can be fatal
- The problem is that the initial symptoms are very similar to flu and it is possible that you could ignore the symptoms or be treated for the wrong illness

WHAT CAN YOU DO ABOUT IT?

- Don't encourage the presence of vermin, carefully dispose of food waste and tea bags especially on sites that are wet or adjacent to rivers and lakes etc.
- Do not handle the carcasses of dead rats or other small mammals
- If you are at risk, cover all cuts and abrasions with a waterproof dressing and wear appropriate protective clothing
- If you frequently work near water, carry a card or tag saying that you may be at risk of catching the disease
- Be aware that you can catch the disease if you get water in your mouth and nose after falling in
- See your doctor immediately if you think you are infected

WHO IS AT RISK?

- All operatives who may come into contact with contaminated water
- Particularly operatives who work regularly in or near water, such as those engaged in:
 - work on sewers and other drainage systems
 - work on canals and similar conversion projects
 - work in tunnelling

REMEMBER: Good Personal Hygiene is your best Defence!

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DOCUMENT OWNER:	MOB			LAST REVISION DATE:	21/10/2019	Page 65 of 141



RAPT

RCL TRAINING AND DEVELOPMENT PLAN SHORT TRAINING SESSION ATTENDANCE SHEET

Title: Safe Stacking	Date: 12/10/2023
Location: 84 MOORGATE	Start Time: 07:30
Duration (Minutes) 30 mins	End Time: 08:00
Presenter's name: D SANDERS	Presenters Signature: <i>D Sanders</i>

Candidate's Name	Name of Candidate's Employer	Candidate's Signature
S SIMONAVIC	RAPHAEL CONTRACTING LTD	<i>[Signature]</i> I Confirm that I have understood the Toolbox Talk
R CANACRAI	RAPHAEL CONTRACTING LTD	<i>[Signature]</i> I Confirm that I have understood the Toolbox Talk
<i>B Ramchande.</i> I ANDRONIC	RAPHAEL CONTRACTING LTD	<i>[Signature]</i> I Confirm that I have understood the Toolbox Talk
I SAHOTA	RAPHAEL CONTRACTING LTD	<i>[Signature]</i> I Confirm that I have understood the Toolbox Talk
J SMITH	RAPHAEL CONTRACTING LTD	<i>[Signature]</i> I Confirm that I have understood the Toolbox Talk
I DRAGUS	RAPHAEL CONTRACTING LTD	<i>[Signature]</i> I Confirm that I have understood the Toolbox Talk
	RAPHAEL CONTRACTING LTD	I Confirm that I have understood the Toolbox Talk
	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 10	Duration 30 mins	Total Time 5 hours	Employer Reference 2453745
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Toolbox Talk No. 38 SAFE STACKING

Many accidents occur when materials are removed from stacks, in particular when this is done by hand. Care taken when material is stacked initially can help prevent many of these.

1. When handling materials wear protective clothing, i.e. safety helmet, gloves and steel-toed boots.
2. Only stack material in authorised areas, NEVER near doorways, access ways, or on fire escape routes.
3. Stack on a level surface and provide packing.
4. Never make stacks higher than 3 times the minimum base width.
5. Materials stacked by machine may have to be removed by hand, consider this in the method of placing.
6. When handling materials by hand, check weight if in doubt ASK.
7. If material is being lowered by machine, keep hands clear of load and / or any obstruction.

SHEET MATERIAL

- Stack flat where possible. If corners are sharp – PROTECT (examples – reinforcements mesh, steel sheets).

PIPES AND TUBES

- Where small diameter stack in racks or stillages, if large diameter securely chock at base and at subsequent cross bearers. Pyramid stacks can quickly spread and “a rolling tube damages toes”.

BRICKS / BLOCKS / PALLETED MATERIALS

- Take care, ensure level base and restrict height of stack – many of these are removed by hand.
- If banding is damaged or materials are displaced in the pack do not stack other material on top.
- Leave sufficient space between different materials for safe removal.

TIMBER

- Racks are best for small sized timbers – saves space.
- Joists and larger timbers should be placed on bearers and cross packing should be used to level the stack.
- Try to keep different lengths in separate stacks.

LARGE PREFABRICATED PANELS – FLOORS /WALLS



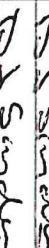
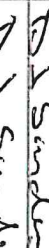
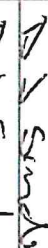
- Stack flat or store secured in designated racks. DO NOT lean against parts of the building or against temporary structures.
- If stacked vertically, use suitable racks to prevent collapse. Material stacked vertically against walls can collapse whilst being removed or may overload walls etc.







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Site Manager's Daily Safe Start

Contract:	84 MOORGATE	Contracts Manager Site Manager	Paul Haugh Dave Sanders	Date (w/c):	09/10/2023	Method statement (s) (Title, Rev No. & Rev date)	RCL 84M-RCL-ZZ-ZZ-MS-A-00001 rev C01
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Location and description of work: Installing temporary door sets and window boards

Site Manager's Daily Sign Off						
	Date	Name	Signature	Hot Topics of the Day (the main points you discussed)		
Monday	09/10/2023	D Sanders		Safe use of Paslode guns		
Tuesday	10/10/2023	D Sanders		Well's disease		
Wednesday	11/10/2023	D Sanders		Podium steps assembly guide & safety check list		
Thursday	12/10/2023	D Sanders		Safe stacking		
Friday	13/10/2023	D Sanders		Cartridge operated tools		
Saturday	14/10/2023	N/A		N/A		
Sunday	15/10/2023	N/A		N/A		

Operatives Daily Sign Off									
Name	Signature	M	T	W	T	F	S	S	Comments
S Simonovic		✓	✓	✓	✓	✓	/	/	RCL MANGER/CARPENTER
I Sahota		✓	✓	✓	✓	✓	/	/	RCL CARPENTER
Rajesh Canacrai		✓	✓	✓	✓	✓	/	/	RCL CARPENTER
B Ramchande		✓	✓	✓	✓	✓	/	/	RCL LABOURER
J Smith		✓	✓	✓	✓	✓	/	/	RCL CARPENTER
I Dragus		✓	✓	✓	✓	✓	/	/	RCL CARPENTER

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

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

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

Yes

No

N/A

✓

✓

✓

✓

✓

✓

✓

✓

✓

✓

✓

✓

✓

✓

✓

✓



RAPR

PERSONAL PROTECTIVE EQUIPMENT ISSUE REGISTER

SITE: 84 Moorgate

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		
LEN. DRAGIS	✓	✓	✓	✓			✓					26.06.23
K. O'Malley		✓		✓						✓		26.06.23
Tom Andrews	✓	✓	✓	✓			✓					27-6-23
B. Langkilde		✓		✓						✓		14/8/23
S. Simovic		✓		✓						✓		14/8/23
T. Smith		✓		✓						✓		14/8/23
R. Cameron		✓		✓						✓		14/8/23
I. Saito		✓		✓						✓		15/8/23
R. Cameron		✓		✓						✓		04/9/23
I. Saito		✓		✓						✓		04/9/23
I. Saito		✓		✓						✓		04/9/23
B. Langkilde		✓		✓						✓		04/9/23
S. Simovic		✓		✓						✓		13/10/23

Ben Ly

13/10/23

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