


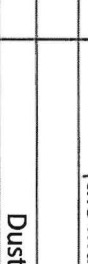
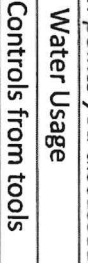
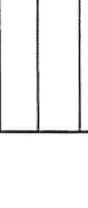
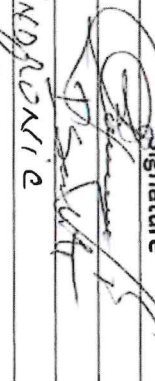
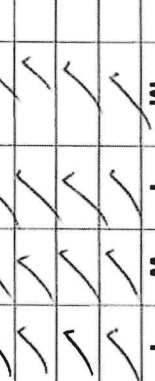
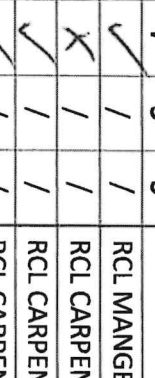
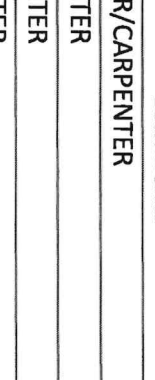
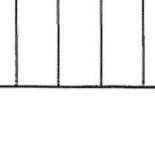



RAPHAEL
CONTRACTING LTD

Site Manager's Daily Safe Start

Contract:	84 MOORGATE	Contracts Manager Paul Haugh Site Manager	Date (w/c):	19/02/2024	Method statement (s) (Title, Rev No. & Rev date)	<small>RCL 84M-RCL-ZZ-ZZ-MS-A-00001 rev 001</small>
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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	19/02/2024	D Sanders		Water Usage					
Tuesday	20/02/2024	D Sanders		Dust Controls from tools					
Wednesday	21/02/2024	D Sanders		Dust and Air Quality					
Thursday	22/02/2024	D Sanders		Electricity on site					
Friday	23/02/2024	D Sanders		Migrant workers -Language barriers ,means new dangers at work					
Saturday	24/02/2024	N/A		N/A					
Sunday	25/02/2024	N/A		N/A					
Operatives Daily Sign Off									
Name	Signature	M	T	W	T	F	S	S	Comments
S Simonvic		✓	✓	✓	✓	✓	/	/	RCL MANGER/CARPENTER
I Sahota		✓	✓	✓	✓	X	/	/	RCL CARPENTER
I Andronic		✓	✓	✓	✓	✓	/	/	RCL CARPENTER
A Lidzius		✓	✓	✓	✓	✓	/	/	RCL CARPENTER
R Cancrai		✓	✓	✓	✓	✓	/	/	RCL CARPENTER
J Smith		✓	✓	✓	✓	✓	/	/	RCL CARPENTER
J Kidecha		✓	X	✓	✓	✓	/	/	RCL CARPENTER
K O'Malley		✓	✓	✓	✓	✓	/	/	RCL CARPENTER

J Basquille							/	/	RCL CARPENTER
A Statts		✓	✓	X	✓	X	/	/	RCL CARPENTER
D Rascical		✓	✓	✓	✓	✓	/	/	RCL CARPENTER
M Bhanji	<i>M. Bhanji</i>	✓	✓	✓	✓	✓	/	/	RCL CARPENTER

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

Before starting work, STOP, THINK and CHECK							Yes	No	N/A			
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			



RAPHAEL CONTRACTING LTD

RCL TRAINING AND DEVELOPMENT PLAN SHORT TRAINING SESSION ATTENDANCE SHEET

Title: Dust controls from tools	Date: 20/02/2024
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 SIMONOVIC	RAPHAEL CONTRACTING LTD	 I Confirm that I have understood the Toolbox Talk
I ANDRONIC	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
A LIDZIUS	RAPHAEL CONTRACTING LTD	 I Confirm that I have understood the Toolbox Talk
R CANCRAI	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
J KIDECHA	RAPHAEL CONTRACTING LTD	 I Confirm that I have understood the Toolbox Talk
M BHANJI	RAPHAEL CONTRACTING LTD	 I Confirm that I have understood the Toolbox Talk
D RASCICLAL	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
J BASQUILLE	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

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

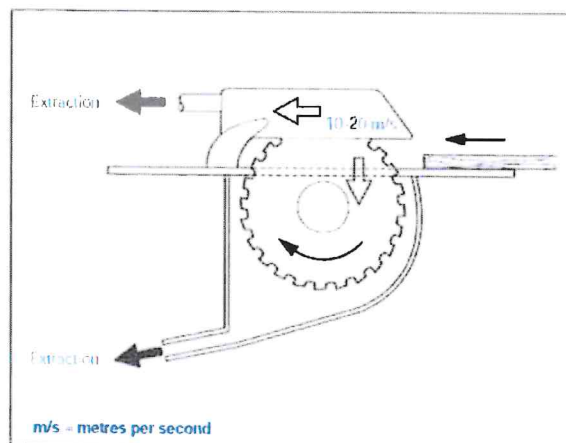
- ✓ Keep equipment in effective and efficient working order.
- ✓ Repair faulty extraction systems immediately.

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.




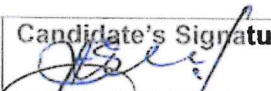

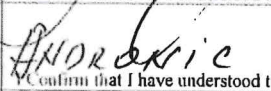
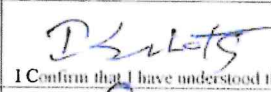
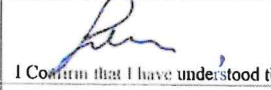


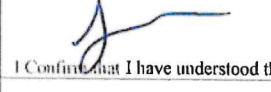

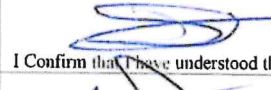
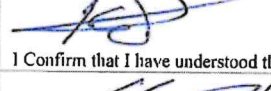
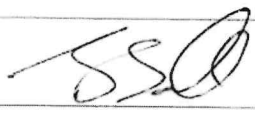

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RAPHAEL CONTRACTING LTD

RCL TRAINING AND DEVELOPMENT PLAN SHORT TRAINING SESSION ATTENDANCE SHEET

Title: Electricity on site	Date: 22/02/2024
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
A. STAFFS	RCL	
S SIMONOVIC	RAPHAEL CONTRACTING LTD	 I Confirm that I have understood the Toolbox Talk
I ANDRONIC	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
A LIDZIUS	RAPHAEL CONTRACTING LTD	 I Confirm that I have understood the Toolbox Talk
R CANCRAI	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
J KIDECHA	RAPHAEL CONTRACTING LTD	 I Confirm that I have understood the Toolbox Talk
M BHANJI	RAPHAEL CONTRACTING LTD	 I Confirm that I have understood the Toolbox Talk
D RASCICLAL	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
J BASQUILLE 	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

Toolbox Talk No. 22 ELECTRICITY ON SITE

Electricity is a killer, make no mistake about that! Not only can it kill but it can cause fires.

The Electricity at Work Regulations is the main law covering electricity but BS 7671 for installations is also significant. Working with electricity involves two distinct areas:

1. Doing electrical work i.e. installations or repairs to an electrical system.
2. Using electrical appliances to lighten or speed up other types of work.

Understanding how electrical equipment is designed to be safe, helps us to spot when things are wrong and therefore dangerous.

1. All metal parts designed to carry current (conductors) need to be properly insulated.
2. If the insulation is vulnerable it has to be additionally protected – sheathing, conduit, trunking, armoured cable etc. may be used. If you can see defective insulation or sheathing, the system is not as safe as it should be and should be isolated and immediate steps taken to get it repaired by a competent person. For example, a flex pulling out of a plug top or a cable frayed or split showing the colours inside.
3. NOTE: Sometimes conductors are made safe by ‘placing out of reach’. This is OK until unusual circumstances (perhaps maintenance or decorating work) make them not ‘out of reach’ any more. Take special care in such cases.
4. Earthing all metal parts not intended to carry current will prevent them becoming live in a fault situation. Earth wires and connectors are just as important as the circuit wires and any damage or looseness must be repaired urgently by a competent person.
5. Earthing works in conjunction with the fuse or circuit breaker to protect the circuit in the event of excessive current. If a wrong size fuse is fitted, or a circuit breaker tampered with, the protection may not be adequate and danger could arise.
6. To protect people, either the voltage has to be reduced to a safe level by a transformer, or if using 240v the fault current should be limited by a Residual Current Device (RCD). When using 110v transformers the maximum voltage to earth is only 55v. An RCD limits the fault current to only 30mA and trips in less than half a second.

NOTE: These devices do not prevent electric shock, only that the shock is unlikely to be fatal. In damp or sweaty conditions the shock could still be severe so do not be lulled into a false sense of security.

If in doubt, have the circuit/equipment checked by an electrician before starting work. Things you can do on site:

1. Ensure that cables are not lying on ground unprotected from physical conditions and wet conditions.
2. Ensure cables are not hung from nails etc which may cause insulation damage.
3. Ensure cables do not cause a hazard at openings, passages, ladders, stairs, etc.
4. Do not carry out any alterations or makeshift repairs.
5. Disconnect equipment when not in use.
6. Lighting is a heat source – locate lights and switch off to reduce possibility of burns or fire.
7. Observe notices warning of live conductors.
8. Explain permit to work system where applicable.
9. Underground services, particularly electricity and gas, can be dangerous. Damage to electrical cables can cause a flash, leading to severe burns and even death. Gas leaks can cause fire or explosion.
10. Underground services may be found in roads, footpaths and on sites. Always assume that they are present. Treat all services as LIVE, despite their apparent physical condition.
11. Accidents have happened because people have mistaken one service taken for another, for example black plastic-covered electricity cables look like black plastic water pipes and cast iron gas and water mains look alike. Check before you act.

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PERSONAL PROTECTIVE EQUIPMENT ISSUE REGISTER


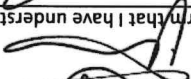
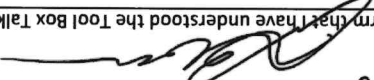
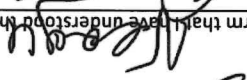
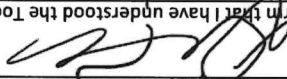
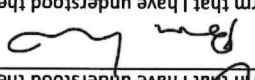

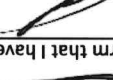
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TRAINING AND DEVELOPMENT PLAN

SHORT TRAINING SESSION ATTENDANCE SHEET

Title: Site Quiet Times	Date: 26.02.24
Location: Millennium Bridge House	Start Time: 07:30
Duration (Minutes) 30min	End Time: 08:00
Presenters name: A. Kulsinskas	Presenters Signature: 

Candidate's Name	Name of Employer	Candidate's Signature
1 D.Nunes	RCL	
2 A.Makarauskas	RCL	
3 V.Gustainis	RCL	
4 I.Neagu	RCL	
5 D.Marciliutis	RCL	
6 B.Ramchande	RCL	
7 G.Diaconu	RCL	
8 A.Fediuk	RCL	
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
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Grant Claim information


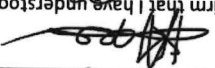
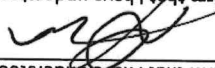



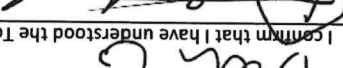
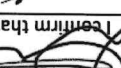

Note: Claims can only be made for your employees or labour-only sub-contractors

No. Attended 8	Duration 30min	Total Time 4h	Employer Reference 2453745
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TRAINING AND DEVELOPMENT PLAN

SHORT TRAINING SESSION ATTENDANCE SHEET

Title: Material Handling and housekeeping		Date: 20.02.24
Location: Millennium Bridge House		Start Time: 07:30
Duration (Minutes) 30min		End Time: 08:00
Presenters name: A. Kulinskaskas		Presenters Signature: 

Candidate's Name		Name of Employer	Candidate's Signature
1	D. Nunes	RCL	
2	A. Makarauskas	RCL	
3	V. Gustainis	RCL	
4	I. Neagu	RCL	
5	D. Marciulaitis	RCL	
6	B. Ramchande	RCL	
7	G. Diaconu	RCL	
8	A. Fedjuk	RCL	
9			
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 8	Duration 30min	Total Time 4h	Employer Reference 2453745
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DOCUMENT REFERENCE: SIT-FM-007 DAS	VERSION NO: 1.1	CREATION DATE: 07/02/2013 LAST REVISION DATE: 01/03/2018	Page 1 of 1
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