



RAPHAEL CONTRACTING LTD

RCL TRAINING AND DEVELOPMENT PLAN SHORT TRAINING SESSION ATTENDANCE SHEET

Title: Environmental management system	Date: 20/08/2024
Location: NG200	Start Time: 07:30
Duration (Minutes) 30 mins	End Time: 08:00
Presenter's name: K Kulsinskas	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
B RAMSING	RAPHAEL CONTRACTING LTD	 I Confirm that I have understood the Toolbox Talk
J BASQUILLY	RAPHAEL CONTRACTING LTD	 I Confirm that I have understood the Toolbox Talk
D CONYERS	RAPHAEL CONTRACTING LTD	 I Confirm that I have understood the Toolbox Talk
	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 6. 4	Duration 30 mins	Total Time 2 3/4 hours	Employer Reference 2453745
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Toolbox Talk No. 83 PIGEONS AND PSITTACOSIS (Parrot Fever)

You will have heard of Leptospirosis or Weil's disease in rats and the flu like symptoms that are an early warning sign. Other animals also may cause you to become ill and we sometimes come across pigeons at work, in cities, railway stations and so on. The biggest problem is their droppings, which are unpleasant to say the least and disgusting if you are in the wrong place at the wrong time. These droppings gradually dry up and may get turned to dust, which is then stirred up when you sweep up. This is why we insist you wear a face mask when sweeping up.

In old, deserted buildings there may be a build-up pigeon droppings and feathers, which will be unhealthy, so if you come across anything like that, tell your supervisor who will cordon it off.

As with any outdoor activity, always wash your hands before eating or smoking and don't leave clothing lying around at work. To gauge the scale of the problem, think about all the pigeons in Trafalgar Square. Tourists feed them and let them land on their heads!! If they were a serious health threat or problem, the authorities would exterminate them. Some people even keep pigeons / parrots as pets, and pigeon racing is a common hobby.

Now imagine the same number of rats!!! If you do get a bad case of flu, tell the doctor you have been working on a building site that had pigeon droppings in and around the work area.

Good hygiene will stop the illness starting and if you feel ill go to the doctor and he can test and treat it, if you are suffering from something more serious.

Psittacosis is an infection caused by *Chlamydia psittaci*, a type of bacteria found in the droppings of birds such as pigeons. When bird droppings dry and become airborne people may inhale them and get sick. Symptoms usually develop within 10 days after exposure, below are is a list of possible signs of infection:

- Classically, it presents as pneumonia with flu-like symptoms
- Fever and chills with lassitude
- It may develop mildly and insidiously or develop into overwhelming sepsis with acute respiratory failure
- Respiratory symptoms - non-productive cough, dyspnoea, sore throat, nose bleeds and, rarely, pleuritic chest pain
- Gastrointestinal symptoms occur less often
- In rare cases, the disease causes nausea and vomiting, abdominal pain, diarrhoea and jaundice
- Neurological symptoms are common - particularly severe headache and also photophobia. It may cause agitation or extreme malaise
- Dermatological manifestations - facial macular rash known as Horder spots

Treatment

Antibiotics will be subscribed; treatment is normally given for 2-3 weeks to lower the risk of relapse. Patients normally show a response within 24-72 hours.


Do you have any questions for me?

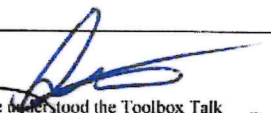
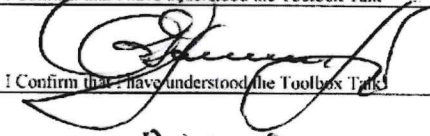
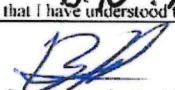
DOCUMENT REFERENCE:	TOOLBOX TALKS	VERSION NO:	10	CREATION DATE:	11/08/2010	Page 125 of 141
DOCUMENT OWNER:	MOB			LAST REVISION DATE:	Oct-2021	



RAPHAEL CONTRACTING LTD

RCL TRAINING AND DEVELOPMENT PLAN SHORT TRAINING SESSION ATTENDANCE SHEET

Title: Pigeons and Psittacosis	Date: 22/08/2024
Location: NG200	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
D CONYERS	RAPHAEL CONTRACTING LTD	D.N.A. I Confirm that I have understood the Toolbox Talk
B RAMSING	RAPHAEL CONTRACTING LTD	 I Confirm that I have understood the Toolbox Talk
	RAPHAEL CONTRACTING LTD	I Confirm that I have understood the Toolbox Talk
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PERSONAL PROTECTIVE EQUIPMENT ISSUE REGISTER

SITE: The National Gallery

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.KULSINSKAS		✓		✓						✓		08-04-24
V.DALIULEVICIUS		✓		✓		✓				✓		08-04-24
K.KULSINSKAS				✓				✓				24-04-24
J.BASQUILLE		✓				✓						10/06/24
K.WARNER				✓		✓						10/06/24
KES KULSINSKAS				✓								18/06/24
K.KULSINSKAS			✓									24/06/24
Bobby Ramsing		✓	✓	✓		✓	✓					28/06/24
J.BASQUILLE		✓		✓		✓			✓			11.07.24
K.WARNER		✓				✓				✓		19.07.24
B.RAMSING		✓		✓	✓	✓				✓		1.8.24
V.DALIULEVICIUS		✓		✓	✓	✓				✓		9.8.24
K.KULSINSKAS				✓								19-8-24



Site Manager's Daily Safe Start									
Contract:	NG 200	Contracts Manager Site Manager	Paul Haugh Dave Sanders	Date (w/c):	19/08/2024	Method statement (s) (Title, Rev No. & Rev date)	RCL NG200-RCL-ZZ-MS-X-00001 REV P02		
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		19/08/2024	K Kulsinskaskas		Cartridge operated tools				
Tuesday		20/08/2024	K Kulsinskaskas		Environmental management systems				
Wednesday		21/08/2024	K Kulsinskaskas		Climate change				
Thursday		22/08/2024	D Sanders		Pigeons and psittacosis				
Friday		23/08/2024	D Sanders		Personal hygiene and presentation				
Saturday		24/08/2024	N/A		N/A				
Sunday		25/08/2024	N/A		N/A				
Operatives Daily Sign Off									
Name	Signature	M	T	W	T	F	S	S	Comments
K KULSINSKAS		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	RCL MANGER/CARPENTER
J BASQUILLY		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	RCL CARPENTER
S SIMONOVIC		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	RCL CARPENTER
D CONYERS		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	RCL CARPENTER
B RAMSING		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	RCL CARPENTER

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



RAPHAEL
CONTRACTING LTD

Construction Site Inspection

National Gallery - August 2024

Complete

Score	58 / 59 (98.31%)	Flagged items	0	Actions	0
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Construction Site Health and Safety Inspection

National Gallery - August 2024

Raphael Contracting Ltd

Conducted on

21.08.2024 08:30 BST

Rachel Widdows
07960584998 / 020 82790225

Rachel Widdows

Site Address

National Gallery, Trafalgar Square,
London WC2N 5DN

Contacts on Site

Kes Kulsinskas, Site Manager

Accompanied by Main Contractor?

Not on this occasion

Internal Timber & Metal Door Sets
 Skirting
 Wall panels & Framing
 Screens & Miscellaneous joinery Items
 Fixtures & fittings

Works today - wall panel preparation and installation. AbbeyWood Flooring also on site



Photo 1

1. Working at Heights

2 / 2 (100%)

1.1. Fall risks of 2m or more? (including voids, pits, and trenches)

Safe

Deltadeck in use today.

1.2. Lack of edge protection?

Safe

1.3. Unsafe or incomplete edge protection?

N/A

2. Plant and Equipment

8 / 8 (100%)

2.1. Unsafe or damaged plant/equipment? (including missing or damaged guards)

Safe

Approximately 20 items on site currently (including tool boxes and access equipment) and weekly plant and equipment check has been carried out.

No issues observed with equipment - all in good condition.

A frame trolley is missing an ID number

Selection of items sampled during inspection - all on inventory and PAT tested. (RCL 1489, 1363, 19958)



Photo 2



Photo 3



Photo 4

2.2. Incorrect plant /equipment for job? (e.g. grinding discs for cutting)

Safe

2.3. Unsafe or incompatible attachments used with plant/equipment?

Safe

2.4. Unlicensed operators?

Safe

2.5. Lack of safe work instructions?

Safe

2.6. Lack of training in safe operation, clean-up and maintenance?

Safe

2.7. Lack of procedures for cleaning, servicing and maintenance?

Safe

2.8. Lack of inspection regime?

Safe

PAT testing in date, re-test planned for 11/09/2024 / 12/11/2024
Weekly Plant and Equipment records retained - seen for w/e 18/08/2024

3. Scaffolds and Towers

2 / 2 (100%)

3.1. Unlicensed persons erecting scaffold above 4m?

N/A

3.2. Unsafe or incomplete scaffold?

N/A

3.3. Lack of inspection protocol for scaffold?

Safe

Deltadeck checked today by Slav (User)



Photo 5

3.4. Incompatible scaffold components? No ScaffoldTag?

Safe



Photo 6

3.5. Safe Work Load (SWL) exceeded? (tools, stored materials, number of persons)

N/A

4. Ladders / Hop Ups

4.1. Unsafe or damaged ladders / hop ups?

N/A

Not seen in use today

4.2. Unsafe positioning of ladders / hop ups?

N/A

4.3. Ladder not properly secured?

N/A

4.4. Ladder unsuitable for job? (e.g. metal ladder used for electrical work)

N/A

4.5 If required, is the correct permit-to-work in place?

N/A

5. Hazardous Manual Tasks

4 / 4 (100%)

5.1. Lack of identification of hazardous manual tasks?

Safe

5.2. Lack of assessment of hazardous manual tasks?

Safe

Manual handling assessment for doorset / joinery installation is included in RAMS pack, in conjunction with related risk assessments covering the use of equipment such as A frame trolleys and panel hoist
No additional manual handling risks identified.

5.3. Inadequate risk controls? (examples: no job rotation, lighter loads, trolleys, lifting equipment, etc)

Safe

5.4. Lack of training in risk controls and safe lifting/ team lifting techniques?

Safe

Manual handling refresher training was undertaken by all RCL Operatives in November / December 2023

6. Hazardous Chemicals (including fuel and oil)

6 / 6 (100%)

6.1. Unsafe storage location? (e.g. flammables near ignition sources, spills could enter stormwater drains, etc)

N/A

6.2. Incompatible chemicals stored near each other?

N/A

6.3. Inadequate spill containment equipment?

N/A

6.4. Safety Data Sheets not accessible on site?

Safe

SDS are available electronically.

COSHH Assessments for wood dusts (MDF, soft and hard), fire mastic, wood glue, adhesive included in RAMS pack.

No items observed on site that are not included in COSHH

6.5. Lack of emergency procedures for injury/spills/fire etc?

Safe

Covered in induction and Fire Plan seen on site notice boards
Building Plan on fire points



Photo 7

6.6. Excessive quantities stored on site or in vehicles?

Safe

6.7. Insufficient ventilation?

Safe

6.8. Insufficient, or incorrect, PPE?

Safe

7 / 7 (100%)

Safe

7.2. Emergency procedures not displayed at site?	Safe
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Safe

7.4. Lack of, or inadequate first aid kits on site?	Safe
---	------



7.5. Insufficient access to formally trained First Aiders for all shifts?	Safe
---	------



FIRST AIDERS ARE:
 KEVIN MURPHY
 MIKE PERREAC
 JIM DUFF
 KEVIN COLEMAN

Photo 13

7.6. Unsuitable or inadequate communication equipment?

Safe

7.7 Have you had any accidents, incidents or near misses in this period?

No

8. Traffic Management

3 / 3 (100%)

8.1. Lack of, or inadequate, Traffic Management Plan (TMP) in place?

Safe

TMP by SRM and implemented and managed by Anchor

8.2. Lack of training in TMP for all persons on site? (contractors and visitors)

Safe

Covered in SRM site induction

8.3. Inadequate controls for TMP? (physical barriers, bollards, speed limits, flashing lights, spotters, etc)

Safe

No issues observed in delivery area which appears to be well-organised

9. Personal Protective Equipment (PPE)

3 / 3 (100%)

9.1. Lack of, or inadequate PPE (including sun protection)?

Safe

9.2. Lack of system to issue, inspect, replace and monitor PPE?

Safe

PPE Issue Register retained on site - last PPE issued on 19/08/2024 (gloves, safety glasses, dust masks, ear plugs - items replaced due to wear and tear)



Photo 14

9.3. Lack of training in safe use, clean-up and inspection of PPE?

Safe

All Operatives seen to be wearing full PPE.

10. Work Environment

5 / 6 (83.33%)

10.1. Lack of/or inadequate amenities? (toilets, wash areas, lunch rooms, etc)

Safe

Canteen / eating areas, washing, changing and WC areas all seen to be clean and tidy
No complaints or concerns raised about welfare.

10.2. Insufficient lighting?

Safe

10.3. Inadequate housekeeping?

At Risk

Several instances where metal off-cuts are being stored or disposed of - but overhanging storage space, creating a hazard. These are sharp edged and often at head / eye level. More consideration of risks to others regarding storage and disposal needs to be taken.



Photo 15

10.4. Lack of, or inadequate dust/noise/ vibration control?

Safe

Extraction unit available and ready for use.



Photo 16

10.5. Adequate waste management facilities?

Yes

Waste services (and logistics) provided by ANCHOR CONSTRUCTION LOGISTICS LIMITED under waste carrier Registration number: CBDU470755 expires 10/02/2026
Segregated waste streams



Photo 17

10.6. Adequate and clear walkways?

Safe

Good to see boards screwed down securely as well.

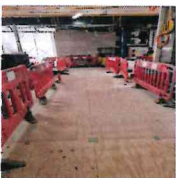


Photo 18

11. Electrical Hazards

3 / 3 (100%)

11.1. Unsafe electrical leads? (damaged, out of test date or untested)

Safe



Photo 19

11.2. Lack of RCD protection?

Safe

11.3. Overloading outlets?

N/A

11.4. Leads placed on ground or on metal structures?

N/A

11.5. Electrical equipment near water?

N/A

11.6. Electrical equipment near flammables?

N/A

11.7. Electrical equipment near chemicals that could cause damage?

N/A

11.8. Electrical leads that may be damaged from contact with moving machinery parts?

N/A

11.9. Electrical leads on work surfaces?

Safe

11.10. Lack of Lock-out/tag-out (LOTO) procedures for electrical equipment?

N/A

12. Environmental Hazards

5 / 5 (100%)

12.1. Lack of/or inadequate Environmental Management plan (EMP)?

Safe

Put in place by SRM - evidence of environmental comms throughout site
This is also a Considerate Constructor site

12.2. Lack of/or inadequate, dust suppression system?

Safe

RCL have dust extraction units on site for use as required

12.3. Waste segregated, including COSHH substances and their packaging?

Yes

Raphael are not generating any hazardous waste, but will make use of COSHH bins on site, if required

12.4. Accurate documentation essential to Chain of Custody system?

Yes

12.5. Environmental tool box talks delivered in the last 4 weeks?

Yes

1 per month required and need to be uploaded to KPI Tracker (tracker-plus.co.uk) as per Tom Shackleton's email

13. Administrative Procedures

10 / 10 (100%)

13.1. Lack of/or inadequate RAMS?

Safe

RAMS - NG200-RCL-ZZ-XX-MS-X-0001 Rev P02 Issued 06/03/2024
Abbeywood Flooring NG200-RCL-ZZ-XX-MS-X-00002 P02 Issued



Photo 20



Photo 21

13.2. Failure to obtain permits (Hot Works, Confined Space etc)

N/A

13.3. Lack of, or inadequate, induction for workers, contractors, visitors?

Safe

RAMS induction provided by KK & DS
Last one was BR on 24/06/2024

13.4. Lack of, or inadequate, supervisory arrangements?

Safe

KK is SMSTS and on site full time
DS is also on site now.

13.5. Lack of/or inadequate training, licenses, skills, experience?

Safe

13.6. Lack of/or inadequate Risk Assessment Method Statements (RAMS) for high- risk work?

Safe

13.7. Lack of, or inadequate system to review RAMS as needed?

Safe

13.8. Lack of/or inadequate accident/incident notification procedures?

Safe

13.9. Lack of, or inadequate, routine inspections, monitoring, audits?

Safe

RW will visit site on request from Site Management, usually on a monthly basis

13.10. Lack of/or inadequate consultative arrangements?

Safe

Daily DABS carried out for Operatives and Site Manager Co-ordination meetings every afternoon

13.11. Tool Box Talks have been delivered in the last 4 weeks?

Yes

16/07/24 Tower Scaffold
18/07/24 - Foxes
23/07/24 - Green Purchasing *
25/07/24 - Buying Timber FSC / PEFC *
29/07/24 - RAMS
01/08/24 - Skin Protection
12/08/24 - Hot Weather Working
13/08/24 - Electric on Site
15/08/24 - Safe Use of Hand Tools
* Environmental TBT

Corrective Actions

Enter any corrective actions that will be undertaken

None required

Sign Off

On site representative

Kes Kulsinskas, Site Manager
21.08.2024 13:54 BST

Auditor's signature



Rachel Widdows, SHEQ Consultant
21.08.2024 13:52 BST

Media summary



Photo 1



Photo 2



Photo 3



Photo 4



Photo 5



Photo 6



Photo 7



Photo 8



Photo 9



Photo 10



Photo 11

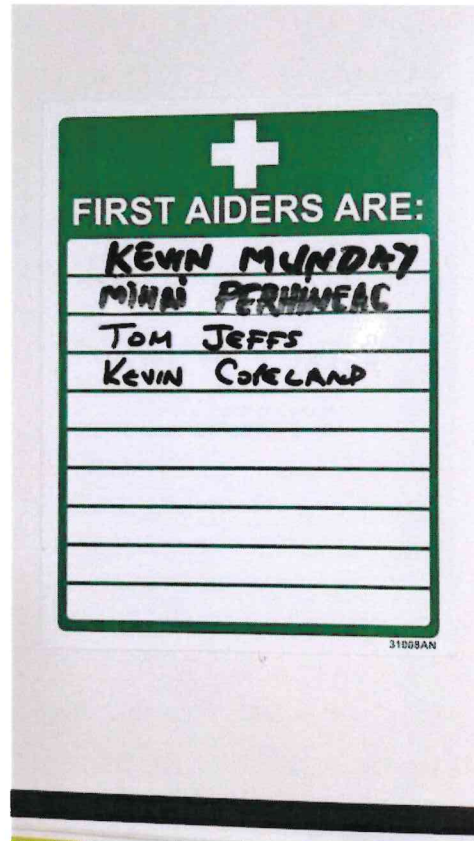


Photo 12



Photo 13



Photo 14



Photo 15



Photo 16



Photo 17



Photo 18

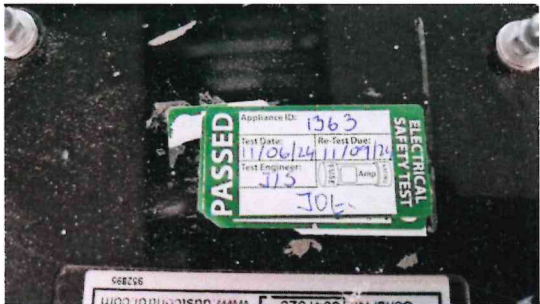


Photo 19

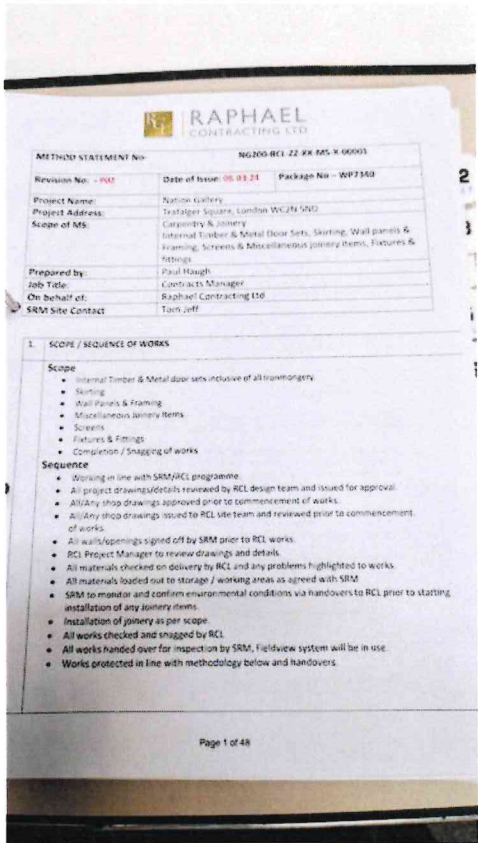


Photo 20



RAPHAEL CONTRACTING LTD

METHOD STATEMENT INDUCTION

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

CONTRACT: NG200 SAS REF: 001 P02

	NAME (PRINT)	DATE ATTENDED	SIGNATURE	COMMENTS
1	KES TULIS KULSILSKAS	08-04-24		I confirm that I have read and understood the Risk Assessment and Method Statement
2	VIRGINIA JULY VIRGILIUS	08-04-24		I confirm that I have read and understood the Risk Assessment and Method Statement
3	SIMON SIERONIS	24-04-24		I confirm that I have read and understood the Risk Assessment and Method Statement
4	SHANE SHERIDAN	24-04-24		I confirm that I have read and understood the Risk Assessment and Method Statement
5	KAREE WARRER	03/05/24		I confirm that I have read and understood the Risk Assessment and Method Statement
6	DEAN CONYERS	12/6/24		I confirm that I have read and understood the Risk Assessment and Method Statement
7	JOHN BURNHAM	14/6/24		I confirm that I have read and understood the Risk Assessment and Method Statement
8	ROB BURNHAM	24/6/24		I confirm that I have read and understood the Risk Assessment and Method Statement
9				I confirm that I have read and understood the Risk Assessment and Method Statement
10				I confirm that I have read and understood the Risk Assessment and Method Statement

Signed: Position: Site Manager

Print Name: K. Kulsilskas Date: 08-04-24

WHEN COMPLETED RETURN THIS FORM TO THE RCL SAFETY OFFICER

Note on this table 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)

CLIENT REFERENCE	ISSUE DATE	VERSION NO.	ISSUANCE DATE	REVISED DATE	REVISED DATE	Page 1 of 2
CLIENT NUMBER	015	1.1	01/01/2024	01/01/2024	01/01/2024	

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