



Site Manager's Daily Safe Start

Contract:	NG 200	Contracts Manager Site Manager	Paul Haugh Dave Sanders	Date (w/c):	02/09/2024	Method statement (s) (Title, Rev No. & Rev date)	RCL NG200-RCL-ZZ-MS-X-00001 REV P02
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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	02/09/2024	K KULSINKAS		Live Services on site
Tuesday	03/09/2024	K KULSINKAS		Migrant workers-Language barriers mean new dangers at work
Wednesday	04/09/2024	K KULSINKAS		Dust and air quality
Thursday	05/09/2024	D Sanders		Environmental issues for carpenters
Friday	06/09/2024	D Sanders		Foxes
Saturday	07/09/2024	N/A	/	N/A
Sunday	08/09/2024	N/A	/	N/A

Operatives Daily Sign Off

Name	Signature	M	T	W	T	F	S	S	Comments
K KULSINKAS		✓	✓	✓	✓	✓			RCL MANGER/CARPENTER
S SIMONOVIC		✓	✓	✓	✓	✓			RCL CARPENTER
V BALIUIEVICIUS		✓	✓	✓	✓	✓			RCL CARPENTER
B RAMSING		✓	✓	✓	✓	✓			RCL CARPENTER
D CONYERS		✓	✓	✓	✓	✓			RCL CARPENTER

Before starting work, STOP, THINK and CHECK	Yes	No	N/A
1. Have I been properly trained for this work?			
2. Do I have the necessary tools and equipment?			
3. Have I identified all the hazards and risks of the work?			
4. Have I considered the impact of the work on others?			
5. Have I considered the impact of the work on the environment?			
6. Have I considered the impact of the work on the community?			
7. Have I considered the impact of the work on the economy?			
8. Have I considered the impact of the work on the culture?			
9. Have I considered the impact of the work on the society?			
10. Have I considered the impact of the work on the world?			

	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?	✓
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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?	✓
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2. Place of work

Are you satisfied that your team has a safe place to work?	✓
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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?	✓
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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?	✓
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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)	✓
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Remember, as the supervisor YOU are responsible for the safety of YOUR team



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RCL TRAINING AND DEVELOPMENT PLAN SHORT TRAINING SESSION ATTENDANCE SHEET

Title: Migrant workers- Language barriers mean new dangers at work	Date: 03/09/2024
Location: NG200	Start Time: 07:30
Duration (Minutes) 30 mins	End Time: 08:00
Presenter's name: K Kulsinkas	Presenters Signature:

Candidate's Name	Name of Candidate's Employer	Candidate's Signature
V BALIUIEVICIUS	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
B RAMSING	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
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Grant Claim information Note: Claims can only be made for your employees or labour-only sub-contractors

No. Attended 4	Duration 30 mins	Total Time 2 hours	Employer Reference 2453745
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Toolbox Talk No. 51 MIGRANT WORKERS - LANGUAGE BARRIERS MEAN NEW DANGERS AT WORK

BACKGROUND

- The Health and Safety Executive describes a migrant worker as “one who has come to the UK within the past 5 years in order to find or to take up a specific post”.
- Workers from other countries have long been used by UK industry and indeed they are vital for some industries. Within the European Community the freedom to travel, to trade and work wherever one wishes within the EC boundaries is increasing the number of foreign workers in the UK.

LEGAL REQUIREMENTS IN THE UK

- Foreign workers employed in the UK enjoy the same protection as UK workers and have the same rights and responsibilities. The Management of Health and Safety at Work Regulations require employers to provide their employees with understandable information on risks to their health and safety and on precautions to take to avoid those risks. When UK employers undertake risk assessments they must take into account any additional risks arising from differing cultural backgrounds or a limited command of English – either written or spoken and take appropriate control actions.

WHAT ARE THE RISKS?

- Migrants are more likely to be working in sectors or occupations where there are existing health and safety concerns and that it is their status as new workers that may place them at added risk, due to their:
 - Relatively short periods of work in the UK
 - Limited knowledge of the UK's health and safety system
 - Different experiences of health and safety regimes in countries of origin
 - Motivations in coming to the UK, particularly where these are premised on earning as much as possible, in the shortest possible time
 - Ability to communicate effectively with other workers and with supervisors, particularly in relation to their understanding of risk
- Access to limited health and safety training and their difficulties in understanding what is being offered, where proficiency in English is limited
- Failure of employers to check on their skills for work and on their language skills
- Employment relationships and unclear responsibilities for health and safety, in particular where workers are supplied by recruitment agencies or labour providers or are self-employed
- Lack of knowledge of health and safety rights and how to raise them, through which they can be represented

WHAT CAN BE DONE TO CONTROL THE RISKS?

- **Training** – lectures, videos, computer based training are unlikely to be effective with foreign workers who may have limited command of English. Induction training and more specific job/task specific training is not likely to be effective. “Simultaneous” translation, using a worker who can speak English or by use of an interpreter may be possible but may not work well in practice. If significant numbers of foreign workers are expected then the preparation of material in the appropriate language is preferred

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DOCUMENT OWNER:	MOB			LAST REVISION DATE:	Oct-2021	



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?

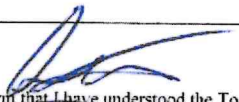
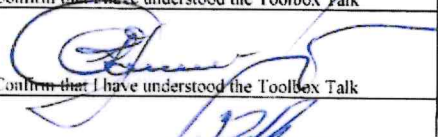
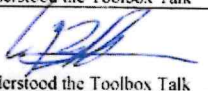
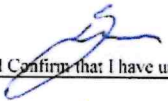

Website lists sources of recycled building products:	www.recycledproducts.org.uk
Type in your postcode for local waste handling, recycling and re-use companies and organisations:	www.bremap.co.uk
Details on recycling:	www.wrap.org.uk
Legal obligations with respect to waste management:	www.netregs.gov.uk



RAPHAEL CONTRACTING LTD

RCL TRAINING AND DEVELOPMENT PLAN SHORT TRAINING SESSION ATTENDANCE SHEET

Title: Environmental issues for carpenters	Date: 05/09/2024
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
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Grant Claim information Note: Claims can only be made for your employees or labour-only sub-contractors

No. Attended 5	Duration 30 mins	Total Time 2.5 hours	Employer Reference 2453745
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TRAINING AND DEVELOPMENT PLAN

Title: Safe use of Paslode guns – Safety Instruction	Date: 05.09.24
Location: Millennium Bridge House	Start Time: 7:45
Duration (Minutes) 30min	End Time: 8:15
Presenters name: A. Kulsinskas	Presenters Signature:

SHORT TRAINING SESSION ATTENDANCE SHEET

	Candidate's Name	Name of Employer	Candidate's Signature
1	K.O'Malley	RCL	I confirm that I have understood the Tool Box Talk
2	B. Ramchande	RCL	I confirm that I have understood the Tool Box Talk
3	A.Lidzius	RCL	I confirm that I have understood the Tool Box Talk
4	V.Gustainis	RCL	I confirm that I have understood the Tool Box Talk
5	I.Sahota	RCL	I confirm that I have understood the Tool Box Talk
6	J.Smith	RCL	I confirm that I have understood the Tool Box Talk
7	V.Guzauskas	RCL	I confirm that I have understood the Tool Box Talk
8	A.Makarauskas	RCL	I confirm that I have understood the Tool Box Talk
9	D.Rasciclal	RCL	I confirm that I have understood the Tool Box Talk
10	E.Amaning	RCL	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 10	Duration 30min	Total Time 5h.	Employer Reference 2453745.
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SITE: MBHS01

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