

PERSONAL PROTECTIVE EQUIPMENT ISSUE REGISTER

SITE: The National Gallery

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K.KULSINSKAS		7		7		>				1/7	S	17-60-91
V.SALIULEVICIUS		>		>		>				>	A	16-09-24
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D. THOMPSOR											B	11-10-27
J. HORSMAN		>		>			>				3	11-10-24
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V. BALIGLEVICIUS		>		7		>					And I	10-12-24
S. SiMONOVIC		>		>							(Espeny)	16-12-211
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DOCUMENT REFERENCE: DOCUMENT OWNER:	SIT-FM-008 DAS	VERSION NO:	1.3	CREATION DATE: LAST REVISION DATE:	70/00 /2013 22/	Page 1 of 1
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METHOD STATEMENT INDUCTION

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

CONTRACT	NG200 -Metalprogetti	MS REF:	NG200-RCL-ZZ-XX-
continact.	NG200 -Metaiprogetti	IVIS KEF:	MS-00009 P01

		DATE		
	NAME (PRINT)	ATTENDED	SIGNATURE	COMMENTS
1	WILLIAM EVANS	16/12/24	la	I confirm that I have read and understood the Risk Assessment and Method Statement
2	JEREMY	16/12/24	- An	I confirm that I have read and understood the Risk Assessment and Method Statement
3			7	confirm that have read and understood the Risk Assessment and Method Statement
4				I confirm that I have read and understood the Risk Assessment and Method Statement
5				I confirm that I have read and understood the Risk Assessment and Method Statement
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Signed:	1		700	\sim

Position: Ste wares

Print Name: 75 SAWOCKS

Date: 16/12/24

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)

DOCUMENT REFERENCE: SIT-FM-004 DAS VERSION NO: 1.1 CREATION DATE: 07/02/2013 DOCUMENT OWNER: 01/03/2018	Page 1 of 1
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RCL TRAINING AND DEVELOPMENT PLAN SHORT TRAINING SESSION ATTENDANCE SHEET

Title: Christmas closedown	Date: 17/12/2024
Location: NG200	Start Time: 07:30
Duration (Minutes) 30 mins	End Time: 08:00
Presenter's name: D Sanders	Presenters Signature:
	desela

Cardidate's Name	Name of Candidate's Employer	Candidate's Signature
		1
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 3	Duration	Total Time	Employer Reference
	30 mins	1.5 hours	2453745
		3	



RCL TRAINING AND DEVELOPMENT PLAN SHORT TRAINING SESSION ATTENDANCE SHEET

Title: Alcohol and drugs	Date: 19/12/2024
Location: NG200	Start Time: 07:30
Duration (Minutes) 30 mins	End Time: 08:00
Presenter's name: D Sanders	Presenters Signature:
	DJ 5-2

C didate's Name	Name of Candidate's Employer	Candidate's Signature
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K KULSINSKAS	RAPHAEL CONTRACTING LTD	I Confirm that I have understood the Toolbox Talk
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S SIMONOVIC	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. 40 ALCOHOL AND DRUGS

Alcohol and drug abuse leads to accidents.

ALCOHOL

- In a high risk industry like ours, alcohol and work are not compatible.
- Alcohol is a depressant drug, which depresses parts of the brain function. When working on site you
 require all of your brain functions to save you from injury.
- If you are or suspected of being drunk, you won't be allowed to work, you won't be allowed on site. You may end up losing your job.
- Don't get drunk the night before and expect to work safely on site the next day. Alcohol takes
- time to work out of your system (1 pint of beer takes approximately 2 hours).
- Q: What effect can alcohol have on you?

WHAT EFFECT CAN ALCOHOL HAVE ON YOU?

- 50% of all drivers killed are over the legal limit.
- If you drink, don't drive it is illegal and dangerous
- 35% of fatal accidents are related to alcohol.
- Keep your head clear leave your drinking sessions to social events, where you can't cause injury
- to yourself or others. Even better, leave drinking sessions to times when you are not working next day.
- Get a bad reputation for drinking and you may not get another job as you'll be seen as a liability.
- Q: What could be the result of being under the influence of alcohol at work?

DRUGS

- You are far more likely to have an accident on site when under the influence of drugs.
- You may feel you don't have a drug problem it's got nothing to do with you. But if you get hurt, it's a bit late to wonder what the other person was on.
- If you know somebody is on drugs, tell your supervisor help to stamp it out.
- Signs to look for: watery eyes, pin-point or dilated pupils, running nose, constant sniffing, tight lips, sores, ulcers, trembling, fatigue and irritability. If you see it, report it.
- All drugs can affect your ability to work safely.
- Effects of drugs: slow reaction times, clumsiness, poor decision-making and distorted vision.
- If you get offered drugs say NO, you'd rather work safely!
- Q: What effect could drugs have on you and your workmates?

Questions for you:

Q: How long does a pint take to get out of your system?

Q: What would you do if you saw a person taking drugs?

REMEMBER: Drink and Drugs don't Work!

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 task(s)? Are you confident there are no health and safety risks in your work task(s)? Are the team equipped with the correct PPE to carry out the task? Are the team equipped with the correct PPE to carry out the task? Are the team equipped with the correct PPE to arry out the task? Are haidings	Before starting work, STOP, THINK and CHECK If the answer to any question below is NO. do not start work until the issues are received.
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Have the team members changed? (If yes revise) ✓	ers 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)	ng environment changed significantly to require a risk assessment and yes, work to stop and new method statement to be produced)
Remember, as the supervisor YOU are responsible for the safety of YOUR team	pervisor YOU are responsible for the safety of YOUR team



		5	Site Manag	ger's Dail	Manager's Daily Safe Start		
Contract:	NG 200	Contracts Manager Site Manager	Paul Haugh Dave Sanders	Date (w/c):	16/12/2024	Method statement (s) (Title, Rev No. & Rev date)	REV P02
Location and descri	ption of work: fitting	Location and description of work: fitting door sets /fitting joinery items & snagging	ry items & snagging				
			Site M	Site Manager's Daily Sign Off	gn Off		
		1				Hot Topics of the Day	of the Day
		Date		Name	Signature	(the main points you discussed)	s you discussed)
Monday		16/12/2024		D Sanders	13555 S	Working at heights	at heights
Tuesday		17/12/2024		D Sanders	55	Christmas close down	lose down
Wednesday		18/12/2024		D Sanders	215026 S	Bdd	3.
Thursday		19/12/2024		D Sanders	5	Alcohol and drugs	nd drugs
Friday		20/12/2024		D Sanders	8150 B	Foxes	(es
Saturday		21/12/2024		N/A		N/A	A
Sunday		22/12/2024		N/A		N/A	A
			Ope	Operatives Daily Sign Off	Off		
Name	е	Signature Signatu	Σ	χ̈	T F S S	Comments	ients
K KULSINSKAS		JA JA	>	>		RCL MANGER/CARPENTER	
V BALIUIEVICIUS		1	>	\ \ \	1 1 1	RCL CARPENTER	
S SIMONOVIC		Region	>	> >	/ / /	RCL CARPENTER	