



Daily Activity Briefing Register

Project: **Project Vista**

Date: **01/11/2021**

Location on Site: **Canteen/ Briefing Area**

Task/ Activity Details

CONCEPT :- Drilling bore holes site wide

Interface between LCA and CONCEPT needs to be good and segregation between the two operations maintained as working too close together, objects from height and man/rig interface two biggest hazards

STEFAN & Team: Full soft stripping in Basement, mostly Hot works for a while

VALDAS & Team: L2 East Podium,

NICK & Team: Full soft strip on L2 and L3 South Podium

VICTOR & Team: Soft strip on L2 North of Studio & Signage Site Wide

Maninder & Team: Clearing materials from Podium level 2 and help the different teams to clear

Sef Shuti & Team: Full soft strip on L1 Podium

All Gangs gather their COSHH as they go and move to COSHH Stores, Bulbs etc'

EXCLUSION ZONES NEED TO BE IN PLACE FOR ALL THROWING DOWN AND MACHINE ACTIVITIES,

RESTRICTED ZONES TO BE IN PLACE FOR SCAFFOLD WORKS AND ANY OTHER WORKS WHERE PEOPLE NOT INVOLVED CAN ENTER

FLOOR LOADINGS, AREA SUPERVISOR TO BE SURE OF FLOOR LOADINGS FOR EXCAVATORS, BOBCATS, FORKLIFTS ETC.

No Lone Working or wandering around the building if no need to

Be aware of our neighbours, start times, noise etc', Any enquiries or complaints to be directed politely to site management

OBSERVATION CARDS, Please report good or bad issues via your phone scanning QR Code displayed on signage throughout site

ALL, Briefing needs to be attended and sheet signed, even if late get a briefing from your area supervisor and signed with Ruby

WELFARE :- It is everybody's duty to help keep these clean, put hand towels in toilets into bins, Use toilet brushes provided, rubbish from canteen and changing area's also

Friday is the cleaning day for all fridges on L2, please clear off unwanted stuff on Friday.

Supervisors Feedback

- | | | | |
|-----|---|---|--|
| 1. | Have you brought your team together at the workplace? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| 2. | Are they all healthy and fit for work? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| 3. | Have you briefed your team on risks & method statements? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| 4. | Are you happy your team understands approved work methods? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| 5. | Have you briefed your team on changes to the work or work areas? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| 6. | Have you discussed any additional risks associated with changes? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| 7. | Is there anyone nearby that could affect your safety or be affected by you? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| 8. | Could the weather today affect your safety and have you discussed it with your team? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| 9. | Were there any problems arising from yesterday's work? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| 10. | Does everyone have all they need to carry out their jobs safely? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| 11. | Is all your work equipment in good condition? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| 12. | Has your team any feedback on proposed work methods? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| 13. | If there is any work at height, are safe access methods agreed? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| 14. | Do your team feel they can complete their work today safely? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| 15. | Have you carried out a check of work area for sharps or other hazardous materials prior to starting work? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| 16. | Are all hazardous materials being stored correctly within your work area? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |

PPE: HARD HAT, STEEL TOECAP BOOTS, HI-VIS VEST, GLOVES AND GLASSES ARE A MINIMUM AT ALL TIMES,
PLANT / PEOPLE INTERFACE TO BE MANAGED /SEGREGATED AT ALL TIMES
NEVER CARRY OUT ANY ACTIVITY YOU ARE NOT BRIEFED ON OR SIGNED UP TO ON A METHOD STATEMENT,
NEVER USE ANY PEICE OF EQUIPMENT,(SMALL PLANT, DRILLS, SAWS BREAKERS ETC OR CHANGE BLADES, DISCS ETC' THAT YOU ARE NOT TRAINED TO DO,
MAKE SURE ALL DUSTY ACTIVITIES ARE DAMPED DOWN TO CONTROL DUST OR CORRECT RPE IS USED IF NOT POSSIBLE TO DAMPEN
AREA'S MAY BECOME HEARING PROTECTION ZONE IF NOISE LEVELS START TO EXCEED LIMITS
MANUAL HANDLING,DO NOT LIFT OR CARRY ANYTHING THAT IS TOO HEAVY OR AWKWARD SHAPED, ASSESS YOUR LIFT, IF IT FEELS TOO HEAVY GET HELP OR ASK TO HAVE IT MOVED MECHANICALLY IF POSSIBLE .
CHECK YOUR WORK AREA FOR HAZARDS AS A PRE-START INSPECTION, TRIP HAZARDS, HOLES IN FLOOR, OPEN EDGES, WORK OVERHEAD OR BELOW YOU ETC,
DO YOUR WORKS INVOLVE CREATING OR WORKING ON HOLES IN FLOORS, RAMS/SAFE/PROTECTION METHOD OF WORK AND TEMP' WORKS ALL INVOLVED, STOP, ASK, DO NOT CARRY ON IF ANY ONE OF THESE ARE NOT COMPLIED WITH, DO NOT REMOVE ANY COVERINGS
HAVS, MAKE SURE YOU ARE AWARE OF THE EXPOSURE LIMIT TIMES OF THE TOOL YOU ARE USING AND MAKE YOUR SUPERVISOR IS AWARE SO YOUR USE IS RECORDED AND ASSESSMENTS ARE COMPLETED DAILY
MAKE SURE YOU ARE ISSUED WITH PERMITS FOR HOT WORKS, TO DIG, TO DEMOLISH, TO LOAD ETC,
COSHH, BE AWARE OF THE HARM OF THE SUBSTANCE BEING USED AND THE MEASURES THAT NEED TO BE TAKEN TO REDUCE THE HARM AND FAMILIARISE YOURSELF WITH THE DATA SHEET FOR THE PRODUCT,
IF YOU COME ACROSS ANY SUBSTANCE YOU ARE NOT SURE OF AND THINK IT MIGHT BE ASBESTOS, STOP WORK IMMEDIATELY AND REPORT TO YOUR SUPERVISOR WHO WILL CALL THE ASBESTOS TEAM TO HAVE IT CHECKED,
DON'T WALK BY ANYTHING YOU THINK IS A PROBLEM OR POTENTIAL PROBLEM,, RECTIFY IF POSSIBLE OR REPORT TO AREA SUPERVISOR,
NO TOILETS OR TAPS TO BE USED IN THE BUILDING
KEEP WORK AREAS TIDY
ANY PROBLEMS? ANY QUESTIONS?

Supervisor Declaration

Supervisor Name: Paudie Kenneally / Victor Draganut

Signature: 

Date: 01/11/2021



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Task/ Activity Acknowledgement

The employees detailed below have signed to confirm that they;

- a) Have received a briefing from their supervisor regarding the task/activity on the front page.
- b) Understand the requirements of this task/activity.
- c) Shall work to the requirements of this task/activity and any control measures identified.
- d) Will notify their site supervisor, should any abnormalities or areas of concern regarding the works
- e) The supervisor and operatives have been issued with all required RPE / PPE to carry out the works

Full Name	Signature	Date
VICTOR DRAGANUT		01.11.2021
KYAMIL ASENOV		01.11, 2021
DUANE Lee		01.11.2021
P M'COY Fee Artur Vroobjov		01.11.21
MARIO KENTRI		01.11.21
R McDONALD		01-11-21
Sej Stuti		-1-1-1-
D. FILIPOV		1-11-
Sergei Vasilachi		01/11/21
David Fard		- - -
M. SINGH		1-11-21
Abdullah Ibrahim		
VINOD KUMAR		1-11-21
LIVIU GEORGESCU		1-11-21
Nick LAMBERT		-11-
RAND OLIVITO		-11-
Peterindgy Sunk TRISTAN KANEV		1-11-21 -11-



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Full Name	Signature	Date
RIMANTAS BREITERIS		1/11/21
PETRICĂ GOAȚĂ Tama Puleada		1/11/21
Cian Higginson		1/11/21
Duane Lee		1/11/21
Tommy Ansen (BABY)		1-11-21
F Quinn		1-11-21
G. Upton		1-11-21
ALAN WILKINSON		1-11-21
JOHN BLACKWOOD		- - -
VALARI		- - -
C. HIELAUS		- 11 -
ALEXANDRU VLADUT		- 11 -
LUCIAN COSMA		- 11 -
I. WACATU		- 11 -
M. SILLAN		- 11 -
P. SRYN		- 11 -
C. CORSE		1 -



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Full Name	Signature	Date
A F. Z. P		1-11-21
M F. Z. P		1-11-21
MICHAEL TRIALOS		1-11-21
Vanile Ghidini		-11-
G TIGLITA		—
M C Blumre		" " "
S. DANICIANA		-11-
GH. SANILDARA		-11-
I. STUBARU		-11-
F. SHTIC		1-11-21
D Pusekalev		1-11-21
K. Singh		"
YAKESH KUMAR		"
RANDY MIZUMOTO		"
P. SIBACIONAS		"
ADAM PASHA		"
Bismark Nkansah		1-11-21
Marcelo LIMA		1-11-21
Ryan Martin	 <i>(Handwritten: Number)</i>	1/11/21

