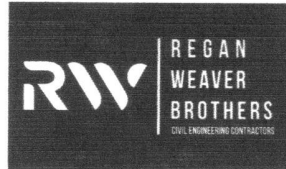


HEALTH & SAFETY DAILY ACTIVITY BRIEFING



Project Name & No.:		R0TC STEW		Date:		20.05.21.	
Briefing by:		A. WEAVER -		Position:		SUPERVISOR.	
Translation Completed by: (where applicable)				Position: [where applicable]			
Description of activities, operations & works planned for completion today:							
ALL WORKS TO RWB - MS001 REMOVAL OF IN GROUND TANK.							
Deliveries, vehicle movements, offloading arrangements or unusual activities scheduled:							
DELIVERY OF EXCAVATOR PLANT, AND HARD FENCING TO SECURE WORK AREA ON 20/05/21. DELIVERY OF BACKFILL MATERIALS ON 20/05/21 AND 21/05/21. COLLECTIONS OF PLANT ON 21/05/21.							
Daily activity and site specific HSE hazards, risks and the project control measures:							
AS PER RWB 003 - MS001.							
Scope of Work				Instruction & Documentation			
<input checked="" type="checkbox"/>	Scope of work understood?			<input checked="" type="checkbox"/>	MS, RA's & LP's communicated, applicable & work area / process changes reviewed?		
<input checked="" type="checkbox"/>	What are the limitations / boundaries? SITE			<input checked="" type="checkbox"/>	Are the applicable / task specific 'Permits' completed for works due to commence?		
<input checked="" type="checkbox"/>	Site wide risks & new operations explained?			<input checked="" type="checkbox"/>	Sequence of tasks clear, hold points communicated?		
<input checked="" type="checkbox"/>	Environmental conditions, plant & equipment as planned / required?			N/A	Project Risk Log & Traffic Management Plan boards updated, current & reflective of operations?		
Roles & Responsibilities				Safety Considerations:			
<input checked="" type="checkbox"/>	Have all personnel received site specific induction?			<input checked="" type="checkbox"/>	Changes to localised working environment identified?		
<input checked="" type="checkbox"/>	All workers appropriately trained for the operations			<input checked="" type="checkbox"/>	Applicable hazards identified?		
<input checked="" type="checkbox"/>	Does everyone understand their role?			<input checked="" type="checkbox"/>	Control measures in place as identified in MS & RA's?		
<input checked="" type="checkbox"/>	Any parallel activities or contractor overlaps?			<input checked="" type="checkbox"/>	HAV's & COSHH Data available & communicated?		
<input checked="" type="checkbox"/>	Are all personnel fit to carry out their allocated work activity?			<input checked="" type="checkbox"/>	Are work areas safe to enter, adequately protected & fit for purpose?		
<input checked="" type="checkbox"/>	Sufficient First Aid, Fire Marshall & Banksman available to control operations?			<input checked="" type="checkbox"/>	Are daily plant, access equipment & temporary work checks completed?		
Workforce Feedback & Comments:							

