


David Allan Contractor Lay-up Toolbox Talk

Date:		Berth:	
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Scope of works to be completed:	
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Items discussed:	<div style="display: flex; align-items: flex-start;"> <div style="width: 30%; text-align: center;">  </div> <div style="width: 70%; padding-left: 20px;"> <p>5 Steps to Safety</p> <p>STOP</p> <ol style="list-style-type: none"> 1. THINK through the task 2. SPOT the hazards 3. ASSESS the risks 4. MAKE the change 5. DO the task safely. </div> </div>
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Event Reporting:	<input type="checkbox"/> Yes – Contractors reminded to report all work related incidents, injuries or illnesses, Hazards and Near Misses immediately to the PON supervisor.
Contractor risk assessments:	<input type="checkbox"/> Yes – SWMS / JSA reviewed: work / site hazards identified & controlled.
Contractors licences for job checked:	<input type="checkbox"/> Yes – licences current <input type="checkbox"/> NA – No licences required

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Date:**Berth:**

I attended the toolbox talk and have been advised of the site hazards and control measures for the works to be completed

Name:**Company:****Signature:**

Name:	Company:	Signature:

**PON
Supervisor Name:****PON
Supervisor Signature:**