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Addendum.:	J
Type:	Form
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Last Minute Risk Assessment and Workers Register (TOOLBOX TALK)

Notes: Form must be completed at the worksite by Authorised Person and/or Competent Person responsible for activity and Work team. **This will also serve as revalidation of PTW conditions maintained for extension of PTW.**

Site: MTR Date: 2025-04-09 Time: 14:20

What task is being performed today?	test

I hereby declare that Safety Document No. 0001 has been shown to all workers registered below for this work.

RISK ASSESSMENT: Use this Hazard Checklist, and PTW, Method Statements and/or Safe Work Procedures to supplement the hazards and risk identification process.

	Hazards		New Control measures to address hazards/risk
	**Electrical**		
	Condition of Apparatus changed.	☐	
	Proximity(near System touch/step potential) controlled.	☐	
	Barricade /Barriers effective and in place.	☐	
	Isolate,LOTO, Test & Earthas per PTW.	☐	
	**Mechanical**		
	Draining/ Bleeding/ Venting confirmed.	☐	
	Isolation /LOTO / Try & Test effective as per PTW.	☐	
	**Working from heights**		
	Scaffold and Structure stability verified.	☐	
	Aerial device / Ladders condition verified.	☐	
	**Slip,trips &falls**		
	Trench covers in place.	☐	
	Walkways, excavation identified.	☐	
	Slippery / Uneven surfaces observed.	☐	
	**Weather conditions**		
	Rain / Wind / Hot / Cold concerns.	☐	
	Sandstorm High humidity observed.	☐	
	**Animals Insects**		
	Insects (bees / snakes / spiders) observed.	☐	
	Dogs, Wild animals in vicinity.	☐	
	**Fire Hazards**		
	Combustible material removed.	☐	
	Flammable substances present.	☐	
	Gases, fumes, smoke present.	☐	

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	**Pollution** …Air observed. …Water observed. ...Ground observed.	☐ ☐ ☐	
	**Vegetation** Tree felling / cutting controlled. Trees or vegetation posing risk to operations.	☐ ☐	
	**Occupational Hygiene** Lighting impact on safe operation. Noise impact on safe operation. Ventilation impact on safe operation. Hazardous chemical dust impact.	☐ ☐ ☐ ☐	
	**Lifting machines** Rigging, Slinging planned. Lifting of material controls available. Lifting Equipment condition checked.	☐ ☐ ☐	
	**Vehicle & Driver safety** Physical / mental state of drivers checked. Abnormalities with vehicles / machines observed. Terrain abnormalities observed.	☐ ☐ ☐	
	**Roadside work** Notices & Signs in place. Traffic control implemented. Excavations demarcated. Barricading in place.	☐ ☐ ☐ ☐	
	**Behavior Safety** Members of public intervention or exposed to work site hazards. Mental / physical state of members.	☐ ☐	
	**Supervision** Level of supervision required for safe execution.	☐	

Last Minute Risk Assessment and Workers Register (TOOLBOX TALK)

PPE required as per PPE Matrix

Overallacid or normal ☐ 	Pants ☐ 	Top ☐ 	Dust coat ☐ 	Apron ☐ 	Hard hat ☐ 
Gumboots ☐ 	Safetyshoes ☐ 	Safety glasses ☐ 	Face shield ☐ 	Welding helmet ☐ 	Dust mask ☐ 
Respirator ☐ 	Ear protector ☐ 	Fall Arrest System ☐ 	Gloves ☐ 	Operating clothing ☐ 	Reflective Vest ☐ 
Voltage rated gloves ☐ 	Arc Flash suits ☐ 	Arc rated face shield ☐ 			

AUTHORISED PERSON / COMPETENT PERSON

I declare that the nature and location of this work/activity, as well as the precautions, special conditions, the hazards involved and the right to refuse have been explained to the workers.

Name: VINI11 Company No.: RayInternational Signed: 

WORK TEAM MEMBERS ACKNOWLEDGEMENT

I understand the scope of work and the hazards associated with the task that I am going to perform. I further undertake to work according to the Task Manuals and/or Safe Work Procedures and as per control measures mentioned within this risk assessment that were discussed with me. I will report any unsafe acts and conditions that I discover while I am working and understand the Right to Refuse principle.

Sign On / Working			Sign Off / Working		
Name	**U/No./ID No.**	**Signature**	**Name**	**U/No./ID No.**	**Signature**
Employee-16	Emp-16		Employee-16	Emp-16	

AUTHORISED PERSON / COMPETENT PERSON

WITHDRAWAL: I hereby declare that all workers involved in the above-mentioned work have been withdrawn, informed that it is no longer safe to work and that a debriefing session held. Site normalized and safe.

Name VINI11 Signature  Date 2025-04-09 Time 14:35