



# RAY International Electrical Contracting & Maintenance LLC

RAY International Electrical Contracting LLC

RAY International Power LLC

## TOOL BOX TALKS

Abu Dhabi/ Dubai

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| <b>Project Name:</b> sampleProj<br><b>Location:</b> dlh<br><b>Client:</b><br><b>Supervisor Date:</b> 12-10-2023<br><b>No.of manpower:</b> 58<br><b>Time:</b> 12:22<br><b>Job type:</b> g<br><b>Job Description:</b> g<br><b>Tools and Equipment used:</b> g<br><b>Job Start:</b> 12:20:00<br><b>End Time:</b> 12:20:00<br><b>Conducted By:</b> sijina-test<br><b>Ray No. :</b> RU/603<br><b>Signature:</b>  | <b>Life Saving Rules: Tick on the boxes which you being discuss during</b> <table border="1"> <tr> <td>Don't walk under a suspended load</td> <td><input checked="" type="checkbox"/></td> <td></td> </tr> <tr> <td>Don't smoke outside designed smoking areas</td> <td><input type="checkbox"/></td> <td></td> </tr> <tr> <td>Conduct gas test when required</td> <td><input checked="" type="checkbox"/></td> <td></td> </tr> <tr> <td>Work with a valid work permit when required</td> <td><input type="checkbox"/></td> <td></td> </tr> <tr> <td>No drugs or alcohol while working or driving</td> <td><input checked="" type="checkbox"/></td> <td></td> </tr> <tr> <td>While driving don't use the mobile phone and exceed speed limit</td> <td><input checked="" type="checkbox"/></td> <td></td> </tr> <tr> <td>Obtain permit for working in confined Space</td> <td><input checked="" type="checkbox"/></td> <td></td> </tr> <tr> <td>Verify isolation before work begins and use the specified life protection</td> <td><input type="checkbox"/></td> <td></td> </tr> <tr> <td>Wear your seat belt</td> <td><input checked="" type="checkbox"/></td> <td></td> </tr> <tr> <td>Obtain authorization before overriding</td> <td><input checked="" type="checkbox"/></td> <td></td> </tr> <tr> <td>Follow prescribed journey</td> <td><input type="checkbox"/></td> <td></td> </tr> <tr> <td>Protect yourself against a fall when working at height</td> <td><input checked="" type="checkbox"/></td> <td></td> </tr> </table> | Don't walk under a suspended load                                                   | <input checked="" type="checkbox"/> |  | Don't smoke outside designed smoking areas | <input type="checkbox"/> |  | Conduct gas test when required | <input checked="" type="checkbox"/> |  | Work with a valid work permit when required | <input type="checkbox"/> |  | No drugs or alcohol while working or driving | <input checked="" type="checkbox"/> |  | While driving don't use the mobile phone and exceed speed limit | <input checked="" type="checkbox"/> |  | Obtain permit for working in confined Space | <input checked="" type="checkbox"/> |  | Verify isolation before work begins and use the specified life protection | <input type="checkbox"/> |  | Wear your seat belt | <input checked="" type="checkbox"/> |  | Obtain authorization before overriding | <input checked="" type="checkbox"/> |  | Follow prescribed journey | <input type="checkbox"/> |  | Protect yourself against a fall when working at height | <input checked="" type="checkbox"/> |  | <b>Tick on the boxes which required your plan for the job</b> <table border="1"> <tr> <td>Does everyone have correct PPE?</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Do you have all required tools, are they correct &amp; they are in good condition?</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td>Is every one aware of themselves and others activities happening on-site?</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Have you discussed Life Saving Rules?</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td>Have you agreed how to communicate with each other?</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Does everyone know that if there is a shift change then another TBT is required?</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td>Does appropriate posters and sign boards kept at site</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Are using tools being inspected &amp; calibration updated?</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td>Emergency switches properly function?</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Good housekeeping?</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Proper barricading?</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Check if isolation required and implement.</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td>Check job requirements &amp; timings</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Team aware of the emergency response.</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td>Check if permit to work is required</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Job hazards identified &amp; controls inplace.</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Does the sufficient number of supervisors present for the crews</td> <td><input type="checkbox"/></td> </tr> </table> | Does everyone have correct PPE? | <input type="checkbox"/> | Do you have all required tools, are they correct & they are in good condition? | <input checked="" type="checkbox"/> | Is every one aware of themselves and others activities happening on-site? | <input type="checkbox"/> | Have you discussed Life Saving Rules? | <input checked="" type="checkbox"/> | Have you agreed how to communicate with each other? | <input type="checkbox"/> | Does everyone know that if there is a shift change then another TBT is required? | <input checked="" type="checkbox"/> | Does appropriate posters and sign boards kept at site | <input type="checkbox"/> | Are using tools being inspected & calibration updated? | <input checked="" type="checkbox"/> | Emergency switches properly function? | <input type="checkbox"/> | Good housekeeping? | <input type="checkbox"/> | Proper barricading? | <input type="checkbox"/> | Check if isolation required and implement. | <input checked="" type="checkbox"/> | Check job requirements & timings | <input type="checkbox"/> | Team aware of the emergency response. | <input checked="" type="checkbox"/> | Check if permit to work is required | <input type="checkbox"/> | Job hazards identified & controls inplace. | <input type="checkbox"/> | Does the sufficient number of supervisors present for the crews | <input type="checkbox"/> |
| Don't walk under a suspended load                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <input checked="" type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     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| Don't smoke outside designed smoking areas                                                                                                                                                                                                                                                                                                                                                                                                                                                   | <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                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| Conduct gas test when required                                                                                                                                                                                                                                                                                                                                                                                                                                                               | <input checked="" type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     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| Work with a valid work permit when required                                                                                                                                                                                                                                                                                                                                                                                                                                                  | <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                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| No drugs or alcohol while working or driving                                                                                                                                                                                                                                                                                                                                                                                                                                                 | <input checked="" type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     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| While driving don't use the mobile phone and exceed speed limit                                                                                                                                                                                                                                                                                                                                                                                                                              | <input checked="" type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     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| Obtain permit for working in confined Space                                                                                                                                                                                                                                                                                                                                                                                                                                                  | <input checked="" type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     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| Verify isolation before work begins and use the specified life protection                                                                                                                                                                                                                                                                                                                                                                                                                    | <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                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| Wear your seat belt                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <input checked="" type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     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| Obtain authorization before overriding                                                                                                                                                                                                                                                                                                                                                                                                                                                       | <input checked="" type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     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| Follow prescribed journey                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                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| Protect yourself against a fall when working at height                                                                                                                                                                                                                                                                                                                                                                                                                                       | <input checked="" type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     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| Does everyone have correct PPE?                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                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| Do you have all required tools, are they correct & they are in good condition?                                                                                                                                                                                                                                                                                                                                                                                                               | <input checked="" type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     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| Is every one aware of themselves and others activities happening on-site?                                                                                                                                                                                                                                                                                                                                                                                                                    | <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                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| Have you discussed Life Saving Rules?                                                                                                                                                                                                                                                                                                                                                                                                                                                        | <input checked="" type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     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| Have you agreed how to communicate with each other?                                                                                                                                                                                                                                                                                                                                                                                                                                          | <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                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| Does everyone know that if there is a shift change then another TBT is required?                                                                                                                                                                                                                                                                                                                                                                                                             | <input checked="" type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     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| Does appropriate posters and sign boards kept at site                                                                                                                                                                                                                                                                                                                                                                                                                                        | <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                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| Are using tools being inspected & calibration updated?                                                                                                                                                                                                                                                                                                                                                                                                                                       | <input checked="" type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     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| Emergency switches properly function?                                                                                                                                                                                                                                                                                                                                                                                                                                                        | <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                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| Good housekeeping?                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                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| Proper barricading?                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                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| Check if isolation required and implement.                                                                                                                                                                                                                                                                                                                                                                                                                                                   | <input checked="" type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     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| Check job requirements & timings                                                                                                                                                                                                                                                                                                                                                                                                                                                             | <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                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| Team aware of the emergency response.                                                                                                                                                                                                                                                                                                                                                                                                                                                        | <input checked="" type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     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| Check if permit to work is required                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                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| Job hazards identified & controls inplace.                                                                                                                                                                                                                                                                                                                                                                                                                                                   | <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                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|                          |                                            |                          |                                                                 |                          |
| Does the sufficient number of supervisors present for the crews                                                                                                                                                                                                                                                                                                                                                                                                                              | <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                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              |                                                                           |                          |                                       |                                     |                                                     |                          |                                                                                  |                                     |                                                       |                          |                                                        |                                     |                                       |                          |                    |                          |                     |                          |                                            |                                     |                                  |                          |                                       |                                     |                                     |                          |                                            |                          |                                                                 |                          |

Use hazards warning signs as remainders and tick the signs being discussed during TBT

|                                                                                    |                                                                                     |                                                                                     |                                                                                     |                                                                                     |                                                                                     |                                                                                      |                                                                                       |                                                                                       |
|------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|
|  |  |  |  |  |  |  |  |  |
| Flammable                                                                          | Lifting in progress                                                                 | Moving Equipment/v ehicles                                                          | Falling objects                                                                     | Slippery                                                                            | Toxic                                                                               | Electruction hazard                                                                  | High pressure cylinders                                                               | Entanglement hazard                                                                   |
| <input type="checkbox"/>                                                           | <input type="checkbox"/>                                                            | <input type="checkbox"/>                                                            | <input type="checkbox"/>                                                            | <input type="checkbox"/>                                                            | <input type="checkbox"/>                                                            | <input type="checkbox"/>                                                             | <input type="checkbox"/>                                                              | <input type="checkbox"/>                                                              |

## HAZARD CONTROL SHEET

| Task                                                                                                                                                              | Hazards                                                                                                                                                           | Controls                                                                                                                                                                                                                                                                             | Responsibilities                                                                                                                                                                                                                                                                     |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
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## ATTENDANCE SHEET

| S.No | Emp.No. | Name        | Company  | Designation | Signature |
|------|---------|-------------|----------|-------------|-----------|
|      | 2,603   | sijina-test | Company1 |             |           |