Tool Box Talk Attendance Sheet

HBC-HSE-FM-005

Project: Harrow School Abu Dhabi -HS -353

Location: Al Saadiyat Abu Dhbai

Date: 04/05/2026

Time: 11:30 Am

Shift : Day ☑ Night ☐

Topic: hoarding on height
tower crane installation

A. **Topics and Pictures are Attached**

B. - Use Certified Mobile crane for erection

C. - Use tag lines to control load

D. - Maintain clear communication

E. - Barricade the area, PPE Must be required

Include Description of Topics Discussed, Picture of the talk

Sl.No.	Name	Company	Designation	Signature
1	Asad. Ali	Top Sky Rail	machine Assistant	Asad
2	Amir Ali	Top. Sky Rail	Heavy Truck Driver	
3	Abdul. Raeb	Top. Sky Rail	Equipment Operation Mob. Driver	
4	Irfan. Ali	Top Sky Rail	Scaffolder	Irfan
5	Mohsin. Abdul	Top. Sky Rail	Electrician	
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Conducted By :

Safety Representative: HSE Enginner

Name: Damodhar / Lutf Uallh

Signature:

Organized in Language: HINDI,URDU & ENG

Rev o

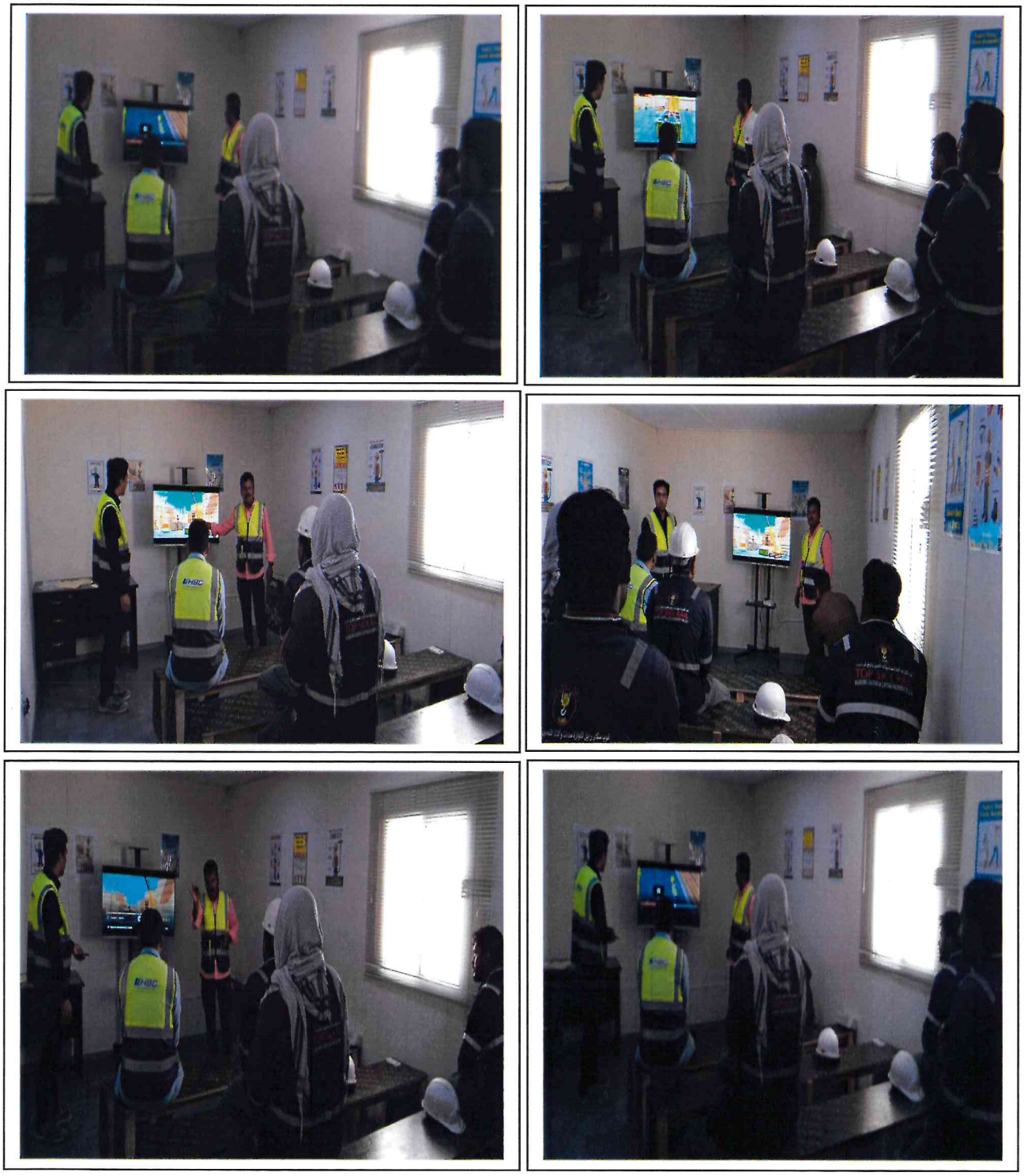
Project Manager / Construction Manager

Name: Jiries Hani / Mohammed Ibrahim

Signature:

AL HIKMA BLDG. CONT.(L.L.C.) شركة الحكمة لمقاولات البناء (ذ.م.ج.)
AL HIKMA BLDG. CONT.(L.L.C.)

Project Details: Harrow School Abu Dhabi – Al Saadiyat Island



Toolbox Talk Topic –Working at Height (Tower Crane Installation)
Conducted by HSE Engineer with foreman Date On: 04/05/2026.

HBC AL HIKMA BLDG. CONT.(L.L.C.)

شركة الحكمة لمقاولات البناء (ذ.م.م.)
AL HIKMA BLDG. CONT.(L.L.C.)

Daily Workers Site Attendance Sheets

Project Number	353	Project Name	Harrow School Abu Dhabi – Al Saadiyat Island
Contractor	Al Hikma Building Contracting L.L.C		

I confirm I have had a briefing as per the task and understand the Safe Systems of Work employed

Sr.No	Name	Employee ID	Company	Designation	Signature	Date
	Asad		Top Sky Rail	Machine		04/05/2026
	Abdul Rauf		Top Sky Rail	Machine		04/05/2026
	Abdul Majid		Top Sky Rail	Machine		04/05/2026
	Rofam Ali		Top Sky Rail	Machine		04/05/2026
	Amin Ali		Top Sky Rail	Machine		04/05/2026

I confirm the above had a safety briefing explained to them, incorporating the necessary SAFE SYSTEM OF WORK for the safe completion of this element of our works package.

Foreman/Chargehand..... Asad .....

Signed.....

Job Title Engineer.....

Date... 04-05-2026