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| Task Control Summary – *Insert Project Name here* | | | | |
| Number: 001 | | Version: 1 | | Date: |
| Scope of works | Task to be done | | | |
| Name of Supervisor |  | | Date: | |
| Reviewed by (VINCI  Manager) | K Bird | | Date: | |
| The following health, safety and environmental controls must be followed at all times during these works:   * List here all hazards associated with this task – & insert control measures against each hazard   This task control summary **must not be more than 1 page** be briefed to all those working on this package of works by the supervisor nominated at the top of this form, who is also responsible for day to day compliance with its contents, and with all relevant HSE Controls identified in the Project Plan. It can contain instructions, photographs, sketches or anything needed to communicate the safe system of work for this task | | | | |

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| Briefing Record | | | |
| Number: | Version: | | Date: |
| Name | | Signature | |
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