

Talk No. 25	EXCAVATION WORK		
Start time		End	Duration

1. **Introduction:**

- 1.1 Trenches are potentially very dangerous. If fatal trench accidents occur where the depth is less than 1 metre of earth can weigh over 1.5 tonnes — which will collapse.

2. **Main Points:**

- 2.1 Prior to any digging check for services.
 2.2 Plan excavations in advance, including shoring, safe access/egress etc.
 2.3 Ensure any support equipment is present on site prior to commencing excavations.

3. **Points to remember**

- 3.1 Excavations must be shored where necessary to prevent collapse.
 3.2 Use ladders for access and egress — not for climbing or as ab supports.
 3.3 Provide edge protection to protect other workers, the public etc.
 3.4 Keep soil heaps, tools etc. away from the edge of excavations.
 3.5 Never throw tools/material down — always pass hand to hand or lower on a rope.
 3.6 Wear suitable PPE, including eye protection.
 3.7 Do not jump across excavations — use suitable bridges where required.
 3.8 If vehicles are to be driven over excavations, ensure vehicles cannot drive into excavations.
 3.9 Never adjust/adapt shoring without first getting approval from person in charge.
 3.10 Excavations must be inspected, at the start of each shift and after any destabilising event (e.g. rain).
 3.11 Excavations must be inspected by a competent person at least once every seven days.

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ATTENDANCE SHEET

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All operatives **listed and signed** below Box Talk.

Date

NAME