



SITE SAFETY MEETING - TOOL BOX TALK

Trenching and Excavation

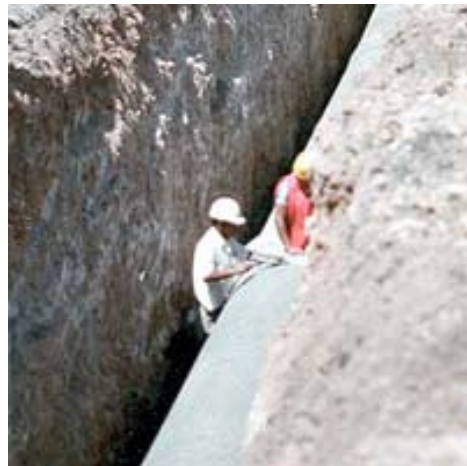
Unsafe Access/Egress

Am I In Danger?

To avoid fall injuries during normal entry and exit of a trench or excavation at your job site, ladders, stairways, or ramps are required. In some circumstances, when conditions in a trench or excavation become hazardous, survival may even depend on how quickly you can climb out.

How Do I Avoid Hazards?

- Provide stairways, ladders, ramps, or other safe means of egress in all trenches that are 4 feet deep or more.
- Position means of egress within 25 lateral feet of workers.
- Structural ramps that are used solely for access or egress from excavations must be designed by a competent person.
- When two or more components form a ramp or runway, they must be connected to prevent displacement, and be of uniform thickness.
- Cleats or other means of connecting runway components must be attached in a way that would not cause tripping (e.g., to the bottom of the structure).
- Structural ramps used in place of steps must have a non-slip surface.
- Use earthen ramps as a means of egress only if a worker can walk them in an upright position, and only if they have been evaluated by a competent person.



These workers are not protected from a cave-in, nor do they have any apparent safe access or egress from the trench.



A Ladder is used as a means of egress in properly shored or sloped excavations.

Questions to start discussion

1. At what depth should a means of egress be provided from a trench or excavation?
2. What is the maximum distance a worker can travel in the excavation or trench to an approved means of egress?
3. Who should design, evaluate and inspect the methods of egress from an excavation on site?
4. If earth ramps are used as a means of egress what determines the maximum slope of the ramp?

Trenching and Excavation - Unsafe Access/Egress (Tool Box Talk 2-07; OSHA Construction eTool - U.S. Department of Labor, Occupational Safety & Health Administration) - This document is provided for information purposes only. It is not intended to be a substitute for individual legal Counsel or advice on issues discussed within. Readers seeking resolution of specific legal issues or business concerns related to the captioned topic should consult their attorneys and/or insurance representatives. For more information, visit OSHA website www.osha.gov or refer to OSHA Regulations.

Meeting Notes:

Employee Comments / Concerns: _____

Other Safety issues to be addressed on the job: _____

Training Record: Date: _____ Jobsite: _____ By: _____ Title: _____

Employee Name	Emp #	Signature	Employee Name	Emp #	Signature
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Tool Box Talks are employee safety meetings designed to serve as 15 minute on-site training sessions focused on key topics relative to your work.

Site superintendents or foremen are responsible for holding meetings each week usually during a morning break. This important segment of your general safety program encourages open discussion on the topic of the week and allows employees to share their experiences about accidents and safe or unsafe work practices. Recordkeeping is mandatory and all involved must sign off on each session.

Topics for your company could include: electrical safety, excavation and trenching safety, fall protection, scaffold safety, stairway and ladder safety, hazard communication, fire safety, personal protective equipment, tool safety, materials handling, etc.

Sample Tool Box Talks are provided compliments of the Safety Committee of the Hartford County Homebuilders Association. For more information on Tool Box Talks contact The HBA office 860 563-4212. *Tool Box Safety Talks* can be purchased from the National Association of Homebuilders 1-800 368-5242, www.nahb.com or may be available through your business insurance provider, refer to OSHA Regulations or visit OSHA website www.osha.gov

BUILD SAFELY – THINK SAFETY