

TOOLBOX TALK — EXCAVATIONS AND BURIED SERVICES — THE GROUND FIGHTS BACK

TOOLBOX TALK

Five to ten minutes at the workplace, spoken by the supervisor, recorded below — and two-way, or it is not a talk

KD-TBT-EX-015 Rev A0

WHY THIS TALK: A cubic metre of soil weighs over a tonne and an unsupported trench face fails without warning — and under the ground you are digging runs everything that can electrocute, gas or flood the excavation. Both kill fast.

1 THE SESSION

SITE / PROJECT

DELIVERED BY

DATE

TIME

2 THE POINTS TO MAKE — TICK AS COVERED, IN YOUR OWN WORDS

- No entry to any excavation that is not supported, battered back or proved safe by the inspection — this shift, not last week
- The services check before digging is not optional: plans, scanner, marked routes — and hand-dig trial holes near anything found
- Strike a cable or main: get out, keep everyone away, report it — never touch or try to fix a struck service
- Spoil, plant and materials kept back from edges — the surcharge you park on the edge is what collapses it
- Edges protected so people and plant cannot fall in — especially overnight and at access points
- Ladders in, secured, never more than the RAMS distance from anyone working
- Water changes everything: a wet trench is re-inspected before re-entry, not bailed and chanced

MADE SPECIFIC TO THIS SITE

3 ASK THE CREW — AND WRITE DOWN WHAT COMES BACK

- What does today's excavation inspection say, and who signed it?
- What services are marked in the dig area, and how close is the nearest?
- Where is spoil stacked right now relative to the edge?

WHAT THE CREW RAISED, AND WHAT HAPPENS ABOUT IT

4 WHO WAS THERE

NAME	COMPANY	SIGNATURE

RECORD COMPLETED BY

SIGNATURE

DATE

FILED WHERE

R REVISION HISTORY

Every revision of this document, and every review that found nothing to change. The revision on the front of this sheet is the one you are holding — check kubitdocs.com for the current one before use.

Rev	Date	Class	What changed	Authorised by
D0	2026-08-31	first-issue	First issue.	— not yet approved —
D1	2026-08-31	review	Reviewed against the internal H&S director's batch findings; no change to this document.	— not yet approved —
A0	2026-08-31	review	Approved for issue by the author. Content unchanged from the reviewed draft; the draft status strip is removed. No independent third-party review has been carried out.	Author — director, UK principal contractor, SMSTS. Not an independent review.

Class: first-issue · material (the law, a control, a field or the scope changed — past buyers are notified) · editorial (wording or layout only) · review (checked, nothing changed) · withdrawal. Revision prefix D = draft, not approved and not for sale; A = approved for issue by the person named, on the date shown.