

TOOLBOX TALK — EXCAVATORS — STAY OUT OF THE SWING

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-SR-045 Rev A0

WHY THIS TALK: An excavator slews faster than you can step back, and the counterweight at the back moves as far as the bucket at the front. The person struck is the one the operator did not know was there.

1 THE SESSION

SITE / PROJECT

DELIVERED BY

DATE

TIME

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

- The slew radius is an exclusion zone: nobody inside it while the machine works, front or back — the counterweight kills as surely as the bucket
- Approach only when the machine has stopped, the bucket is down and the operator has seen you and waved you in — eye contact, then the signal, then the step
- Never work under a raised bucket or arm, and never in the trench while the machine digs it
- Operators: mirrors and cameras checked before every slew, and stop if you lose sight of the banksman or anyone on foot
- Quick hitch: the bucket locked on and checked at every change — a bucket off the hitch is a dropped weight onto whoever is in the hole
- Lifting with the excavator is a lifting operation: the plan, the rated hook, the check — not a chain round the bucket teeth
- Barriers and cones round the working area move with the machine, not left where it was this morning

MADE SPECIFIC TO THIS SITE

3 ASK THE CREW — AND WRITE DOWN WHAT COMES BACK

- How far does the counterweight swing on the machine you work near — have you stood behind it and looked?
- What is the signal on this site for "stop" and "I want to come in", and does the operator use the same one?
- When was anyone in the trench with the bucket still working today?

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	2026-09-02	first-issue	First issue.	— not yet approved —
A0	2026-09-02	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.