

# TOOLBOX TALK — FIRE ON SITE — MINUTES, NOT HOURS

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-FS-010 Rev A0

**WHY THIS TALK:** A construction site burns faster than a finished building: no compartmentation, open voids, stored materials, temporary electrics — and the escape routes change weekly. People survive site fires by knowing the plan before the smoke.

## 1 THE SESSION

SITE / PROJECT

DELIVERED BY

DATE

TIME

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

- Know today's escape routes and the assembly point — they moved when the hoarding did
- Fire doors and escape routes are never stored in, propped with materials, or locked while people are inside
- Combustibles managed: waste out daily, no stockpiles against the building, flammables in the store not the corridor
- Hot works only under permit, with the fire watch served in full after the task ends — most site fires start after the torch stops
- Heaters kept clear of anything that burns and never left running unattended
- Know your nearest extinguisher and what it is for — and that raising the alarm beats fighting anything bigger than a bin
- Alarm sounds: drop the task, go, count in at the assembly point — nobody goes back for tools

MADE SPECIFIC TO THIS SITE

## 3 ASK THE CREW — AND WRITE DOWN WHAT COMES BACK

- Where are the two nearest escape routes from where your gang works today?
- What is stored right now where it should not be?
- Who served the last fire watch, and for how long after the hot work stopped?

WHAT THE CREW RAISED, AND WHAT HAPPENS ABOUT IT

## 4 WHO WAS THERE

| NAME | COMPANY | SIGNATURE |
|------|---------|-----------|
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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.