

TOOLBOX TALK — SHEET MATERIALS — PLASTERBOARD, PLY AND THE WIND

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-SM-044 Rev A0

WHY THIS TALK: Sheet materials are some of the worst manual handling on a site: heavy, wide, no handles, and a sail in any breeze. They hurt backs at the stack and fingers at the doorway, and they blow off the scaffold onto whoever is below.

1 THE SESSION

SITE / PROJECT

DELIVERED BY

DATE

TIME

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

- Order it to the floor it is needed on and get it there by machine — telehandler, hoist, board lifter; the stair carry is the last resort, not the plan
- Two people for full boards as a rule, one caller, the route walked and cleared first, doors wedged, the landing spot ready
- Board carriers and panel lifters exist: use them — the fingertip grip on the far edge is what strains wrists and drops boards
- Stored flat on bearers or in a purpose-made A-frame or rack — never free-leaning against a wall, at any height
- Wind: a sheet on a scaffold or a roof goes with the first gust — stop carrying and secure the stack when it picks up; the RAMS sets the limit
- Cutting boards is a dust job: score and snap plasterboard, and saw MDF and ply with extraction (see the Board Dust talk)
- Boards stacked on the slab load the floor: the engineer said where the stacks go — keep to it

MADE SPECIFIC TO THIS SITE

3 ASK THE CREW — AND WRITE DOWN WHAT COMES BACK

- How do full boards get to the top floor on this site today?
 - Where is the stack that would fall on someone if it toppled?
 - What is the wind limit in the RAMS for carrying sheets on the scaffold, and who watches it?
- 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.