

# TOOL BOX TALKS

## Trench Safety

*Disciplinary action could result when the following safety rules are not followed. These safety rules are for your safety. Use these safety rules on the job site to keep yourself and others safe.*

### Tool Box Tips

- Do not enter unsafe trenches.
- Do not enter a trench with unprotected hazards, such as underground utilities.
- Trenches must be inspected daily by a trained and authorized competent person.
- A competent person must be on site throughout the duration of the excavation.
- Trenches shall be evaluated after storms, excess rain, earthquakes or tremors.
- When trenches are four feet deep test for possible hazardous atmospheres.
- When trenches reach five feet or more in depth, protection from cave-in shall be used, but may be required in shallower trenches.
- Safe access will be provided for trenches four feet or more in depth. Do not jump into trenches.
- Ladders shall be placed every 50 feet, or within 25 feet of workers.
- Provide fall protection for workers.
- Trenches must be protected from motorists or machines that could drive into the work site.
- Trenches over 20 feet deep must be designed and evaluated by a registered engineer.
- Workers shall not work beneath elevated/lifted loads.
- Trench protective devices such as boxes, must extend 18 inches above the trench.
- Surcharge piles, supplies and tools must not be placed within two feet of the trench.
- Pipe shall be placed in a manner to prevent them from rolling into the trench.
- Never lift or lower workers with digging equipment.

**Do not enter unsafe trenches.**

**Safe access will be provided for trenches four feet or more in depth.**

*These advisory materials have been developed from national standards and sources believed to be reliable, however, no guarantee is made as to the sufficiency of the information contained in the material and Missouri Employers Mutual Insurance Company assumes no liability for its use. Advice about specific situations should be obtained from a safety professional.*

### For more information:



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