

Safe Work Procedure

Proper Installment of Trench Box

Facility:	Written By:	Approved By:	Date Created	Date of Last Revision:

Hazards Present:	PPE or Devices Required:	Additional Training Required:
Asphyxiation Fall Injuries Muscle strain Loose grounding	Steel toed boots Eye protection Hard hat Hand protection Hearing protection	Rigging Operator training

Safe Work Procedure:
<ol style="list-style-type: none"> 1 Assign a spotter who will be in charge of signaling operator and guiding shoring in trench 2 Check grounding to ensure it is stable 3 Ensure shoring is properly rigged to the machine by a competent rigger 4 Begin the lift when all workers are at a safe distance and spotter signals it is safe to do so 5 Slowly and cautiously lift shoring and follow direction of the spotter to position over trench 6 Lower shoring as per spotter, be sure to keep shoring level 7 Once shoring is in place wait for direction as to when it is clear to back away from the trench 8 Back away slowly

If an emergency situation occurs while conducting this task, or there is an equipment malfunction, engage the emergency stop and follow the lock out procedure

REPORT ANY HAZARDOUS SITUATIONS TO YOUR SUPERVISOR

Guidance Documents/Standards: MB Workplace Safety & Health Act & Regulations: 6 Personal Protective Equipment 12 Hearing Conservation and Noise Control 26.15-26.32 Excavations and Tunnels Work Safe Bulletin No. 142	This Safe Work Procedure will be reviewed any time the task, equipment or materials change and at a minimum of every three years Reviewed By Worker Rep/WSH Committee: Date:
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