

EMPLOYEE TRAINING RECORD

TRAINING TITLE Trenching Operations

KEY TEACHING POINTS

- Trenching operations account for many injuries. Accidents can happen to workers in trenches, to other workers as a result of excavated materials, and to workers working in the vicinity of trenches.
- As in the case with most accident situations, a few simple precautions take most of the risk out of trench construction.
- First of all, workers in trenches must have hard hats and should wear sturdy shoes.
- Workers should be safely spaced out in a trench unless there is a necessity of working together. They should also stay out of the immediate area of excavating equipment and not work ahead of the shoring.
- Workers are sometimes injured by slides of earth or rock into the trench in which they are working. All excavated materials should be placed a safe distance back from the edge of the trench. Workers should check with their supervisor for instructions as to how far back material should be placed.
- Even when this is done, large heavy objects can roll or slide down the incline and into the trench. Tools and rocks should either be placed on the outer slope of the excavated materials or else on the other side of the trench if the surface is flat.
- When workers are working on hard surface roads where a flow of traffic is being maintained, it is important that small stones be removed off the road. Stones are sometimes thrown with great speed by the tires of passing cars and can cause serious accidents.
- Broken arms and legs and other injuries can result when workers fall into construction trenches. They result because workers fail to look where they are going when they walk too close to the edge or when they attempt to leap across the trench.
- Rocks and tools thrown near the edge are not only a hazard to workers in the trenches but can cause falls into the trench by people walking on the surface.
- Use extra care in venturing near the edges of trenches and other excavations when the weather is bad and there are icy or muddy conditions.

TEST

QUESTION	ANSWERS	
	TRUE	FALSE
1 Broken arms and legs and other injuries can result when workers fall into construction trenches.		
2 Use extra care in venturing near the edges of trenches and other excavations when the weather is bad and there are icy or muddy conditions.		
3 Stones are sometimes thrown with great speed by the tires of passing cars and can cause serious accidents.		
4 All excavated materials should be placed a safe distance back from the edge of the trench.		
5 Workers in trenches must have hard hats and should wear sturdy shoes.		
EMPLOYEE'S NAME	EMPLOYEE'S SIGNATURE	DATE
INSTRUCTOR'S NAME	INSTRUCTOR'S SIGNATURE	DATE

1. True 2. True 3. True 4. True 5. True