



10.03	Is a safe method used for putting in the support, i.e. one that does not rely on people working within an unsupported trench?				
10.04	If the sides of the excavation are sloped back or battered, is the angle of batter sufficient to prevent collapse?				
10.05	Is there safe access to the excavation, e.g. by a sufficiently long secured ladder?				
10.06	Are there guardrails or other equivalent protection to stop people falling in?				
10.07	Are properly secured stop blocks provided to prevent tipping vehicles falling in?				
10.08	Does the excavation affect the stability of neighboring structures?				
10.09	Are materials, spoil or plant stored away from the edge of the excavation in order to reduce the likelihood of a collapse of the side?				
10.10	Is the excavation inspected by a competent person at the start of every shift; and after any accidental collapse or event likely to have affected its stability?				
11.00	<b>MANUAL HANDLING</b>				
11.01	Has the risk of manual handling injuries been assessed?				
11.02	Are hoists, tele-handlers, wheel-barrows and other plant or equipment used so that manual lifting and handling of heavy objects is kept to a minimum?				
11.03	Are materials such as cement ordered in 25kg Bags whenever practicable?				
11.04	Can employees avoid the handling of heavy blocks whenever practicable?				
12.00	<b>HOIST</b>				
12.01	Is our hoist protected by substantial enclosure to prevent someone from being struck by any moving part of the hoist or falling down the hoist way?				
12.02	Are the gates provided at all landings, including ground level?				
12.03	Are the controls arranged so that the hoist can be operated from one position only?				
12.04	Are the hoist operators or sub-contractors trained and competent?				
12.05	Is the hoist's safe working load clearly marked?				
12.06	If the hoist is for the materials only, is there a warning notice on the platform or cage to stop people riding on it?				
12.07	Is the hoist inspected weekly, and thoroughly examined every six months by a competent person?				
12.08	Are the results of inspection recorded?				
13.00	<b>CRANES AND LIFTING APPLIANCES</b>				
13.01	Is the mobile or static crane working on a firm level base?				
13.02	Are the safe working loads and corresponding radial known and considered before any lifting begins?				
13.03	If the crane has a capacity of more than one (1) ton, does it have an automatic safe load indicator that is maintained and inspected weekly?				
13.04	Are all operators trained competent?				
13.05	Do the operator and signaler/ slinger/signaler been trained to give signals and attach loads correctly?				
13.06	Do the operator and signaler/ slinger/banksman find out the weight and centre of gravity of load before trying to lift it?				