

**GENERAL**  
Current health and safety legislation requires that construction equipment users formulate a site specific Safe System of Work (SSoW) to undertake the works they are proposing. This document is intended to provide sufficient product specific guidance on handling, installing, maintaining and removing MGF equipment to allow the SSoW to be compiled. It should always be read in conjunction with the product specific technical files and the site specific design information (including any residual risks to be managed on site) provided by MGF or others.

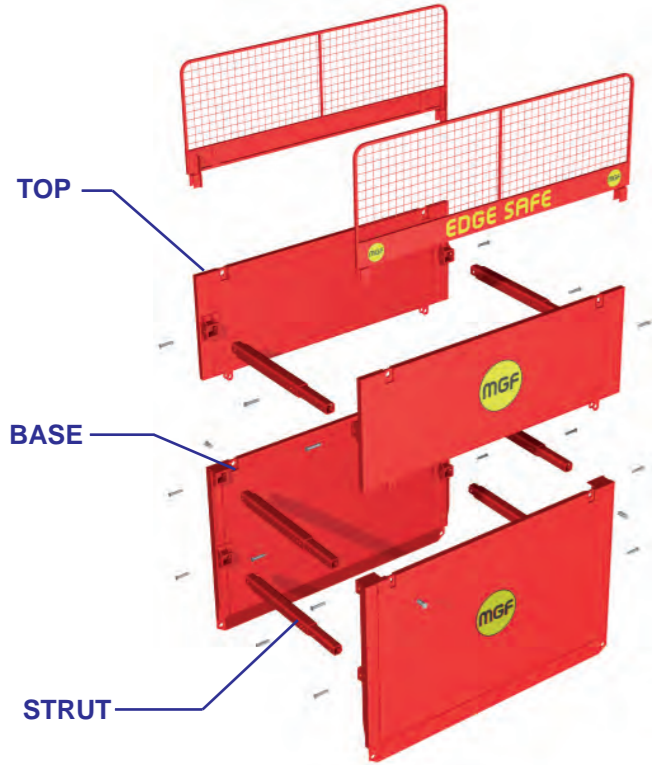
Users of this equipment should be both familiar with and competent in its use. MGF can provide toolbox talks and training material / advice on request.

MGF excavation systems can be supplied with a full range of site safety products and ancillaries. These products are designed to comply with current best practice and meet the requirements of the Lifting Operations & Lifting Equipment Regulations, Work at Height Regulations and the Confined Spaces Regulations.

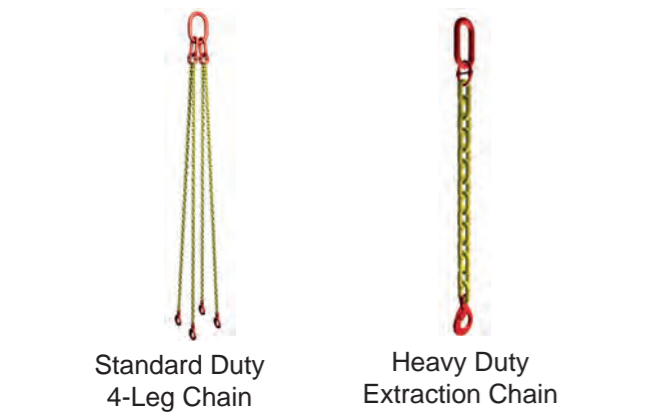
For MGF contact details or further information visit [www.mgf.ltd.uk](http://www.mgf.ltd.uk)

**SAFETY TIPS**

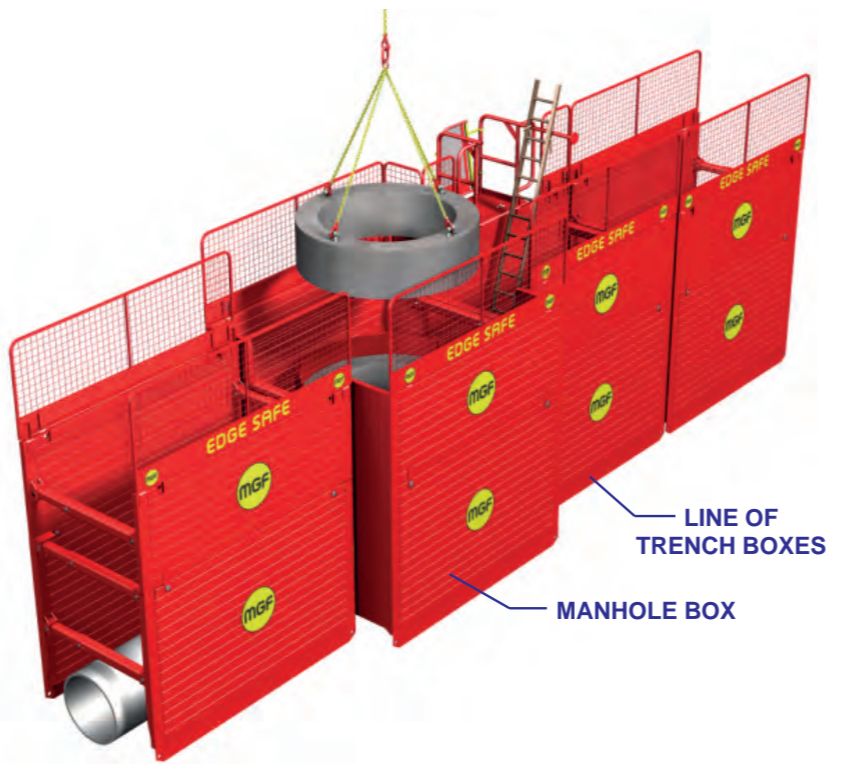
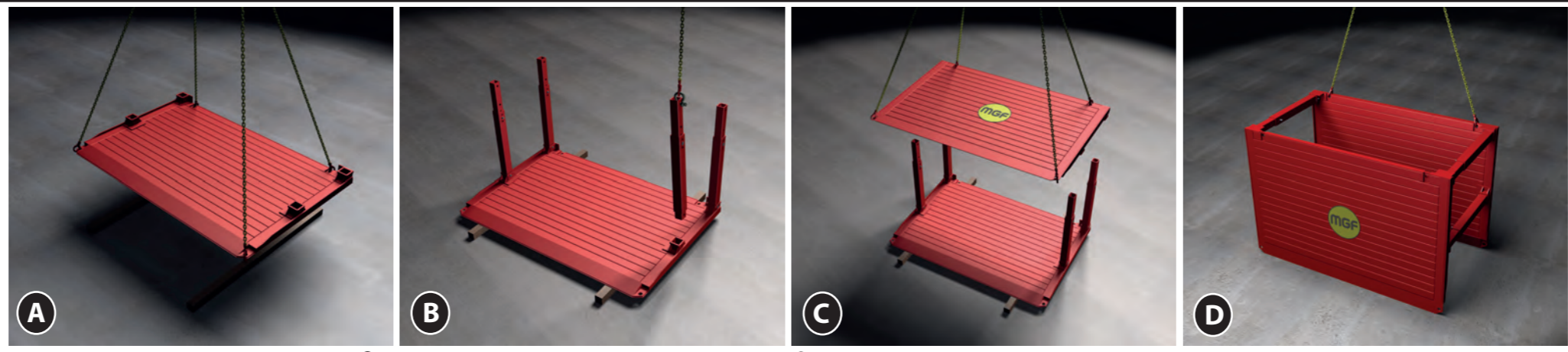
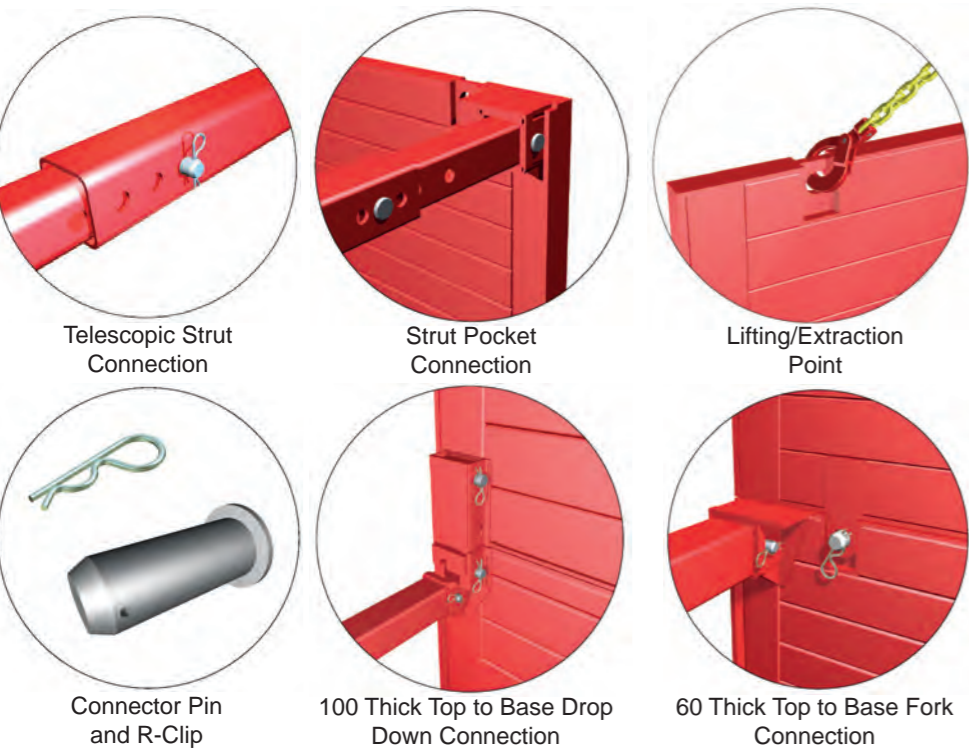
1. If used in very weak, problematic or saturated ground always ensure a site specific temporary works design is provided.
2. Always inspect lifting points prior to every lifting operation and ensure all personnel are well clear of operation.
3. Box should never be flown above the base of the excavation by more than 150mm (subject to a risk assessment).
4. Only access the box via a suitable secured ladder placed within the box. Never enter via the ends/faces of an unsupported excavation.
5. Always ensure all pins and retaining clips are correctly fitted prior to use.
6. If box becomes stuck in the ground only use designated extraction chains to release each corner at a time. N.B. Extraction loads of up to 50Tc can be generated.
7. Do not allow personnel to enter the box whilst excavator is moving box.
8. Always ensure the box is evenly supported by the ground on opposite faces to avoid boxes becoming unstable.
9. Always work from a position of safety. Avoid working above on an unsupported edge, an unprotected edge or under a suspended load.
10. Very heavy equipment to be installed by competent groundwork contractors only.
11. Take care to avoid accidentally striking struts or using struts for lifting/moving the box.
12. Avoid standing on steel panels especially when wet.
13. Do not assemble panels on top of other panels or on sloping ground as they can potentially slide when attaching the top panel.
14. Warning! Assembled boxes do not have fully rigid connections and panels can tilt or rotate during assembly or handling. Do not rest ladders against panels.



**ASSEMBLY**



**ANCILLARIES**



**K Maintenance**

- Prior to permitting entry always ensure:-  
Panels are installed plumb, square and level to each other
  - All components are fitted and show no signs of damage or distress
- Safe means of access/egress is provided from within the box

**L Removal**

Removal is a reverse of installation ensuring material is backfilled and compacted as extraction proceeds.

**IF IN DOUBT ASK!**

**MGF Design Services Ltd**  
Grant House, Lockett Road  
Ashton In Makerfield, Wigan, WN4 8DE  
T: 01942 402 704 F: 01942 402 766 E: design@mgf.ltd.uk

**Guidance for Safe Systems of Work: Trench Boxes**

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