

## S18 – Toolbox Talk Lone Working

The major aspect that must be considered when lone working is becoming injured or sick and being unable to summon help.

You are permitted to work alone when it is necessary. However, when you are working alone, the consequences of an accident could be more serious because there is nobody present to help you. Whenever possible, it is better to avoid working alone.

- Time your tasks carefully to coincide with when others are present
- Seek assistance from persons nearby or from your supervisor or manager
- When you have to work alone, take extra care to ensure that you do not put yourself in any unnecessary danger. If you have any doubt about your ability to undertake a task safely, do not start the task. Seek advice from your supervisor or manager
- The tasks which must never be undertaken while working alone are those which involve any form of entry into a confined space, and (even if you are qualified to do so) any form of work involving live electrical conductors
- Tasks which could involve risks and which are best avoided when working alone if this is possible, include:
  - Welding, burning and other hot work
  - Handling or use of corrosive or otherwise dangerous substances
  - Working at height
  - Work involving excessive manual handling, and
  - Working under vehicles or heavy plant.

### Training register

Date .....

Name of attendee

Signature

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