



35 MacDonald Ave,
Dartmouth, NS, B3B 1C6
Tel: 902 468 6696
Toll Free NS: 1 800 971 3888
Fax: 902 468 8843
Web: www.constructionsafetyns.ca

Safe Job Procedures

Name of Job: Installation/Removal of Shoring	Development Date: March 30th, 2011	Developed By: CSNS
--	--	------------------------------

Possible Hazards Present

Asphyxiation	Loose grounding	Muscle strain	Fall injuries
--------------	-----------------	---------------	---------------

Personal Protective Equipment (PPE) and Devices Recommended

Steel toed boots	Eye protection	Hand protection	Hard hat
Visibility vest	Hearing protection		

What is a proper safe job procedure to follow?

- While shoring is in progress the bucket of the excavator should be placed in the trench directly in front of shoring being installed
- It is essential that the struts or jacks be installed from the top down. The top strut/jack shall be placed 0.5 meters below the surface, and the second strut/jack placed according to shoring table
- If plywood is used, the jacks/struts must never be installed directly on the plywood. The jacks/struts must be placed on the uprights that support the plywood
- Once a minimum of 2 struts/jacks are placed on each set of uprights, the installation of the bottom jacks can be done
- This method allows the worker to be protected by the bucket of the excavator and the already installed shoring
- When removing shoring use the above method in the reverse order
- The bottom struts/jacks are removed first.

Please note: This document is for information purposes only as a guide. The safe job procedures (SJP) and safe work practices (SWP) created for your workplace should reflect your organizations processes, equipment and hazards as identified by a hazard analysis. Construction Safety Nova Scotia does not assume responsibility for the use of information in this document. If assistance is needed to complete a SWP and SJP for your organization please contact CSNS member services at constructionsafetyns.ca or 1.800.971.3888.