TOOLBOX TALK AWARENESS PACKAGES

HAZ-DRP · Dropped Objects Awareness

Product Overview

Audience: Workers who work at height or below it · Duration: 20–30 minutes

Version 1.0 · 8 November 2026

For workers at height and the people below them: how objects fall, and the controls that stop them falling or hitting someone.

A small tool dropped from height can kill. Dropped objects include tools, materials and fixtures that fall from where they were, and objects knocked or pulled loose by equipment, loads or weather.

This talk covers static and dynamic dropped objects, securing tools and materials, exclusion zones, and checking fixtures and fittings at height before they fail.

Learning outcomes

By the end of the session participants will be able to:

- Explain how even a small object dropped from height can cause serious injury or death
- Tell the difference between a static dropped object (one that falls from where it was) and a dynamic one (knocked or pulled loose)
- Secure tools and materials at height, using tethers, containers and toe boards
- Set up and respect exclusion zones below work at height and lifting
- Check fixtures and fittings at height, such as lights, signs and covers, for corrosion and loose fastenings
- Keep work areas at height tidy, and report anything loose or damaged

What it covers

Module	Covers
How objects fall	Static and dynamic dropped objects; Why height and mass matter; Common scenarios
Preventing the fall	Tethering tools; Containers, toe boards and mesh; Housekeeping at height; Inspecting fixtures
Protecting people below	Exclusion zones and barricades; Lifting operations; Head protection as a last line

Activities

- Loose items hunt: workers list what could fall in a photo or description of an elevated work area, and how to secure each
- Drop zone: workers mark the exclusion zone needed for three scenarios

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What is in the package

Item	File
Editable PowerPoint presentation with speaker notes, plus PDF	02_TRAINING_PRESENTATION/Training Presentation.pptx and .pdf
Facilitator guide with a running sheet, discussion prompts and model answers	03_FACILITATOR_GUIDE/Facilitator Guide.docx and .pdf
Participant handout with the key points to take away	04_PARTICIPANT_HANDOUT/Participant Handout.docx and .pdf
Attendance record form, to capture who attended, when, and who facilitated	06_RECORDS/Attendance Record.docx and .pdf
Excel attendance register	06_RECORDS/Attendance Register.xlsx
Multiple-choice theory assessment, to record understanding if your business wants to	05_ASSESSMENT/Theory Assessment.docx and .pdf
Answer key for the assessment	05_ASSESSMENT/Assessment Answer Key.docx and .pdf
Certificate template	06_RECORDS/Certificate Template.docx
Start here: Read Me First, Product Overview, Permitted Use Terms, Version Information	01_START_HERE/ (four PDFs)

What you need to deliver it

- A facilitator such as a supervisor, leading hand or WHS adviser who has read the facilitator guide and knows your site's arrangements for the topic
- A screen or projector, or printed slides or handouts: it works in a crib room, site office or on a video call
- Your own site procedures for the topic, to point to during the session

Questions

Can we add our own site procedures and photos? Yes. The slides, handout and guide are editable, and the facilitator guide marks the places to add your own procedures, contacts and photos of your workplace.

Do we have to use the assessment? No. It is there if your business wants a record that each worker understood the key points. The attendance record on its own shows who attended and when.

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TOOLBOX TALK

Dropped Objects Awareness

How objects fall, and the controls that stop them falling or hitting someone

20–30 minutes · Workers who work at height or below it

[Company name] · [Date] · [Facilitator name]

DRP

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What this talk is, and is not

This talk covers

- ✓ How objects fall: static and dynamic drops
- ✓ Securing tools and materials at height
- ✓ Checking fixtures and fittings at height
- ✓ Exclusion zones below work and lifts

This talk is not

- ✕ Working at heights or harness training
- ✕ Scaffolding or EWP training, or a licence
- ✕ Dogging or rigging, or a licence
- ✕ Our procedure: **[Your dropped objects procedure]**

Awareness only. Scaffolding work, dogging and rigging need high risk work licences, and working at height needs its own training.

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Why dropped objects matter

A small tool dropped from height can kill. The people hurt are usually below, doing something else.

- Tools, bolts, offcuts and materials left at the edge
- Fixtures that corrode or work loose: lights, signs, covers
- Objects knocked loose by a load, a machine or the wind
- Nobody below expects it, and there is no time to move

A composite example

- A maintenance worker on a platform puts a spanner down on the handrail while he checks a valve.
- His sleeve catches it. It falls 8 metres and strikes a worker walking below.

If it can fall, plan for it to fall.

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Static and dynamic dropped objects

Static: falls from where it was

- A tool left on a handrail or ledge
- A bolt that corrodes or vibrates loose
- A light, sign or cover whose fixing fails
- Materials stacked near an edge

Dynamic: knocked or pulled loose

- Struck by a crane load, boom or hook
- Hit by a vehicle, forklift mast or machine
- Blown off by wind
- Caught by a sleeve, hose or lead

Look for both: what is loose, and what could knock it.

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Why height and mass matter

The higher it falls and the heavier it is, the harder it hits.

- A 1 kilogram tool falling 10 metres hits at about 50 kilometres an hour
- Double the mass, or double the height, and it hits with double the energy
- Objects bounce and deflect off structures, landing well outside the line below
- A hard hat is designed for small, light objects, not heavy ones

Common scenarios

- Scaffolds and platforms
- Roofs and gutters
- Racking and mezzanines
- Cranes and lifts
- Overhead fixtures and services

A hard hat is the last line, not the plan.

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TOOLBOX TALK · HAZ-DRP

Dropped Objects Awareness

Participant handout · keep this

A small object dropped from height can kill. Most people hurt are below, doing something else. Keep this page.

How objects fall

- Static: falls from where it was (left on a ledge, corroded, vibrated loose)
- Dynamic: knocked or pulled loose (by a load, machine, wind or sleeve)
- Higher and heavier means harder: a 1 kg tool from 10 metres lands at about 50 km/h
- Objects bounce and scatter

At height: before you start

- ☐ Tools tethered, or in a pouch or holster
- ☐ Tools counted: **[Your tool register]**
- ☐ Toe boards and mesh in place
- ☐ Materials in closed containers, away from edges
- ☐ Nothing on handrails, ledges or beams
- ☐ The zone below set up and clear

Below: never under it

- Stay out of exclusion zones
- Never cross a barricade
- Never stand or walk under a suspended load
- Hard hats are the last line, not the plan

Fixtures at height

- Look for corrosion, cracks, loose or missing fixings
- Check secondary retention, such as safety wires
- Report anything loose or damaged

Stop and report when

- Something is loose or corroded at height
- A toe board, mesh or barricade is missing
- Something drops, even if nobody is hurt
- Report to: **[Who to report to here]**

Secure it, or keep people out from under it. Report every drop.

This is awareness training. It is not a licence, a ticket, a permit or a competency. It does not train you to work at height, erect scaffolding or sling loads.

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