



SAFETY CLIPS

SC-7

Trenches & Excavations Inspection

Items to inspect: (✓ = okay x = correction needed)

- () Documentation of start work notifications to regional centers and utility owners 2 days before
- () Approximate location of underground utilities determined and documented
- () Permit from DOSH if workers will enter excavation 5 feet or deeper
- () Underground utilities protected, supported or removed as necessary
- () Employees protected from cave-ins by proper protective systems for excavations 5' or deeper
- () Excavations less than 5' deep or in stable rock, must be cleared by a competent person before being excluded from a cave in protection system
- () Competent person on site is qualified for excavation safety and operations
- () Competent person inspects and monitors excavation continuously throughout the work day
- () Competent person has authority to stop work in event a hazardous condition develops
- () Soil classifications monitored continuously for possible required change in protective systems
- () Ladders or other access provided within 25' of work area when trench 4' or deeper
- () Potential for cave-in due to nearby traffic or other vibrations and movement is assessed
- () Excavation/trench clearly defined by appropriate warning signs and barriers where necessary
- () Excavated material and other material must be kept at least 2' from edge of excavation
- () Confined space hazards are assessed
- () Bridges with guardrails must be installed when trench is at least 6' deep and 30" or more wide
- () Toilet and hand washing facilities are clean and stocked
- () Shoring equipment is in good condition
- () Emergency medical service plan () First aid kit stocked and available
- () First Aid/CPR qualified personnel () Training provided and documented for all workers

Unsafe activity to watch for:

- () Personnel entering a excavation site not meant for entry
- () Personnel jumping over trenches/excavations
- () Personnel observing work in trench from unstable edge
- () Running near or along edge of excavation/trench
- () Using poor body mechanics
- () Operating vehicles too close to excavation/trench
- () Piling material too close to edge of excavation
- () Using ladder unsafely
- () Ignoring equipment traffic around the work site

Other safety issues noted:

Corrective Actions Taken:

Inspector: _____ Date: _____

The information contained herein is not intended to supersede any information provided by your insurance carrier nor is it intended to be legal advice.



A CONSTRUCTION ASSOCIATION SERVING
SONOMA, LAKE & MENDOCINO COUNTIES



Excavation/Trenching Safety Training

- Never enter a trench without approval of onsite supervisor
- Always be aware of heavy equipment movement
- Never guess about the location of underground utilities
- Never assume that entry is safe.....Ask your supervisor
- Always use your personal protective gear and wear proper work clothing
- A competent person must inspect shoring or other methods used to prevent cave ins
- Avoid the edge of any excavation when possible
- Drink sufficient amounts of water when working in a trench/excavation
- Report any unstable earth movement within an excavation to your supervisor
- Ensure means of egress (ladder every 25')

Post Training Questions:

- How should a worker enter an excavation/trench
- Is it necessary for the supervisor to okay entry today if you worked in the trench yesterday?
- How close can you pile equipment or material to the edge of a trench or excavation?
- Why is it important to hydrate while working in a trench?

Safety Recommendations by Employees:

Employees in Attendance:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Instructor name: _____ Date: _____

Note: This material represents additional resource information for periodic site inspections and employee safety training. It is not intended to meet all mandated compliance issues.

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