



DAILY EXCAVATION / TRENCHING CHECKLIST

1. Location:		2. Date:		3. Time:	
4. Weather: <input type="checkbox"/> Dry <input type="checkbox"/> Wet <input type="checkbox"/> Raining <input type="checkbox"/> Muddy			5. Employees Hydration Available		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
6. Signs Posted & Barricades in Place:		<input type="checkbox"/> Yes <input type="checkbox"/> No		7. Safety Briefing Conducted:	
				<input type="checkbox"/> Yes <input type="checkbox"/> No	
WET CONDITIONS			UTILITIES		
Precautions take to prevent employees from water accumulation (Dewatering)?		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A		Located and marked, if not has Sunshine 811 been called?	
Surface water or runoff diverted / controlled to prevent accumulation in the excavation / trench?		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A		Overhead powerlines identified and equipment operators briefed on their hazards?	
Excavation / Trench inspected after every rainstorm or other events that could increase the potential for hazards?		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A		Are utilities crossing the excavation / trench properly supported and protected?	
ENTRY & EXIT					
Are means of exit (i.e. ladder, sloped walls, etc.) within 25 feet of all employees?		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A		Are spoil piles, equipment and materials a minimum of 2 feet from the edge of the excavation / trench?	
Ladders properly secured and extend 3 feet above the top of the excavation / trench?		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A		Are surface encumbrances (i.e. utilities, foundations, transformers, walkways, bridges roads, etc.) taken into account?	
Are wooden ramps constructed of uniform material thickness and cleated together at the bottom		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A		Are employees protected from falling loads (i.e. materials properly secured)?	
Are employees properly protected from cave-ins?		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A		Has the location of utilities been briefed to equipment operators?	
SOIL TYPES & TESTS			AIR MONITORING		
SOIL TYPE		SOIL TEST		Is the excavation / trench deeper than 4 feet?	
<input type="checkbox"/> Type A Soil		Visual Test <input type="checkbox"/> Yes <input type="checkbox"/> No		- If answer above is yes check the following:	
<input type="checkbox"/> Type B Soil		Mechanical Test <input type="checkbox"/> Yes <input type="checkbox"/> No		Oxygen levels between 19.5% - 23.5 %?	
<input type="checkbox"/> Type C Soil		Type of Mechanical Test:		Lower Explosive Limit less than 10%?	
<input type="checkbox"/> Other:				Hydrogen Sulfide levels less than 10 ppm?	
		Results: <input type="checkbox"/> Pass <input type="checkbox"/> Fail		Carbon Monoxide levels less than 10 ppm?	
PROTECTION SYSTEMS			PERSONAL PROTECTIVE EQUIPMENT (PPE)		
Is the excavation / trench deeper than 4 feet?		<input type="checkbox"/> Yes <input type="checkbox"/> No		Is PPE available and being utilized?	
If yes, is a protective system in place?		<input type="checkbox"/> Yes <input type="checkbox"/> No		Safety Vest?	
SLOPING			Hard Hat?		
<input type="checkbox"/> 3/4 : 1 Type A		<input type="checkbox"/> 1 : 1 Type B		<input type="checkbox"/> 1 1/2 : 1 Type C	
Other (i.e. shoring, benching, shielding, etc.):				Eye Protection?	
				Safety Shoes?	
				<input type="checkbox"/> Yes <input type="checkbox"/> No	
				Other:	
COMMENTS:					
Form completed by:					
Name (Print): _____		Sign: _____		Date: _____	