

## Excavation & Trenching Safety Checklist

A Competent Person shall perform this excavation safety evaluation whenever a Notre Dame employee is to enter an excavation or trench. All precautions and entry conditions must be met prior to entry or N/A'd.

Project Name: \_\_\_\_\_

Contractor: \_\_\_\_\_

ND Competent Person (Print): \_\_\_\_\_

Date: \_\_\_\_\_ Time \_\_\_\_\_

Section	Description	Yes	N/A	
<b>General Site Information</b>				
1	a. Is the contractor's competent person onsite during excavation & trenching operations?			
	b. Excavation greater than 5 feet have protective systems in place?			
	c. Have provisions been made to keep soil piles and equipment at least 2 feet from the edge of an excavation?			
	d. Workers and machinery protected from traffic?			
	e. Workers are cleared and away from overhead hazards?			
	f. Excavation greater than 20 feet in depth have engineered protection systems?			
	g. Engineering designs for sheeting & or manufacturers data on trench box available on site?			
	h. Adequate signs posted and barricades provided?			
	i. Has a PPE assessment been completed and are workers wearing the appropriate PPE?			
	j. Is the contractor competent person performing daily inspections on the work area and protective systems?			
<b>Utilities:</b>				
2	a. Has the Utility Locate Request Permit been completed?			
	b. Have the location of utilities been marked?			
	c. Overhead lines located, noted and reviewed with operator.			
	d. Underground installations protected, supported, or removed when excavation is open.			
<b>Wet Conditions</b>				
3	a. Precautions taken to protect workers from water accumulation if applicable (continuous dewatering).			
	b. Surface water or runoff diverted or controlled to prevent accumulation in the excavation.			
<b>Means of Access and Egress:</b>				
4	a. Lateral travel to means of egress no greater than 25 feet in excavations four feet or more in depth.			
	b. Ladders use in excavations are secured and extended three feet above the edge of the trench?			
	c. Are structural ramps designed and inspected by the competent person?			
<b>Environmental Hazards</b>				
5	a. There is no evidence of odors, oil or contaminated soil in the excavation.			
	b. Excavation greater than 4 feet in depth does not contain potential hazardous atmosphere.			
<b>Condition</b>		<b>Limit</b>	<b>Result</b>	<b>Time</b>
Oxygen		19.5 - 22%		
Flammable		0% LEL		
CO		≤ 13 ppm		
H <sub>2</sub> S		≤ 0.5 ppm		
VOC		≤ 100 ppm		

**ALL PROBLEMS OR CONCERNS SHALL BE ADDRESSED WITH A CORRECTIVE ACTION**

Provide detailed description of deficiencies and corrective action initiatives required for all items

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ND Competent Person Signature: \_\_\_\_\_

Date: \_\_\_\_\_