



Excavation and Trenching Daily Inspection Form

Excavation/Trench Location:	Date:
Excavation Depth:	Excavation Length:
Excavation Width:	
Description of Protective System:	
Weather Conditions:	Amount Precipitation Last 24 Hours:
Competent Person:	
Signature of Competent Person:	

Utilities:	Yes	No	NA
1. Has JULIE been contacted at least 2 working days prior to start of digging?			
2. Has Utilities identified underground installations and marked locations?			
3. Have underground installations been protected, supported, or removed when the excavation is open?			
4. Is the equipment operator(s) aware of overhead powerlines and required approach distances?			
Excavation/Trench:	Yes	No	NA
1. Has the soil been classified? If no, it must be assumed to be Type C.			
2. Are daily inspections of the excavation, the adjacent areas, and protective systems made by a competent person prior to start of work?			
3. Does the competent person have the authority to remove workers from the excavation immediately?			
4. Have surface encumbrances been supported or removed?			
5. Are employees protected from loose rock or soil?			
6. Are all employees wearing proper PPE?			
7. Are spoils, materials, and equipment set back at least 2' from the edge of excavation?			
8. Has the work area been identified using barricades, fencing, or some other physical barrier?			
9. Has a traffic control plan been completed and implemented?			
10. Is high visible clothing worn by all employees exposed to vehicular traffic?			
11. Are excavations 6' or deeper with walkways or bridges equipped with guardrails?			
12. Are employees prohibited from working or walking under suspended loads?			
13. Are employees prohibited from working on faces of sloped or benched excavations above other employees?			
14. Has a warning system been established and used when mobile equipment is operating near the edge of the excavation?			
15. Have means of egress (e.g. ladders, steps, ramps) been provided so that no employee must travel further than 25'?			
16. If ladders are used for egress, are they secured and do they extend at least 3' above the top of the excavation?			
17. If wood ramps are used for egress, are they constructed of uniform material thickness and cleated together at the bottom?			
Wet Conditions:	Yes	No	NA
1. Have precautions been taken to protect employees from hazards posed by water accumulation?			
2. If water removal equipment is in operation, is it being monitored by the Competent Person?			
3. Is surface water being collected or diverted?			
4. Is an inspection of the excavation, adjacent areas, and protective system performed and documented after each rainstorm?			
Hazardous Atmosphere:			
1. In excavations 4' or deeper, where a hazardous atmosphere exists or could reasonably exist, is the atmosphere being tested for low oxygen, hazardous fumes, and toxic gases before employees enter the excavation?			
2. Is oxygen concentration between 19.5% and 23.5%?			
3. Is emergency response equipment readily available where a hazardous atmosphere could or does exist (e.g., retrieval unit)?			

NOTES

1. Excavations 5' deep or greater require a protective system unless the excavation is made entirely of stable rock.
2. For excavations less than 5', a competent person can determine that a protective system is not required.
3. Excavations 20' deep or greater require protective systems designed by a registered professional engineer or be based on tabulated prepared and/or approved by a registered professional engineer.
4. Excavations 4' deep or greater require a means of access/egress located within 25' of each worker.
5. Benching is not allowed for Type C soil.