DYNAMIC CONSTRUCTION, INC.
Daily Excavation / Trenching Safety Checklist

Company		**Date**	
Project Name		**Emergency Phone #**	
Project Location		**Location of 1st Aid Equipment**	
Job#		**Safety Rep**	
Excavation Depth & Width		**Soil Classification**	
Equipment Used on Site			
Activities in Excavation			
Competent Person			

Excavation > four feet deep? ☐ Yes ☐ No If *Yes*, fill out a Confined Space Permit *PRIOR* to *ANY* person entering the excavation.

NOTE: Trenches over 4 feet in depth are considered excavations. Any items marked *NO* on this form *MUST* be remediated prior to any employees entering the excavation.

YES	NO	N/A	
			GENERAL
			Employees protected from cave-ins & loose rock / soil that could roll into excavation
			Spoils, materials & equipment set back at least 2 feet from the edge of excavation
			Engineering designs for sheeting and / or manufacturer's data on trench box capabilities on site
			Adequate signs posted and barricades provided
			Training (toolbox meeting) conducted w/ employees prior to entering excavation
			UTILITIES
			Utility company contacted and given 24-hours-notice and/or utilities already located and marked
			Overhead lines located, noted and reviewed with operator
			Utility locations reviewed with the operator, & precautions taken to ensure contact does not occur
			Utilities crossing the excavation supported, and protected from falling materials
			Underground installations protected, supported or moved when excavation is open
			WET CONDITIONS
			Precautions taken to protect employees from water accumulation (continuous dewatering)
			Surface water or runoff diverted / controlled to prevent accumulation in the excavation
			Inspection made after every rainstorm or other hazard increasing occurrence
			HAZARD ATMOSPHERES
			Air in the excavation tested for oxygen deficiency, combustibles or other contaminants
			Ventilation used in atmospheres that are oxygen rich/deficient and/or contains hazardous substances
			Ventilation provided to keep LEL below 10%
			Emergency equipment available where hazardous atmospheres could or do exist
			Safety harness and lifeline used
			Supplied air necessary (if yes, contact safety department)
			ENTRY & EXIT
			Exit (i.e. ladder, sloped wall) no further than 25 feet from ANY employee
			Ladders secured and extend 3 feet above the edge of the trench
			Wood ramps constructed of uniform material thickness, cleated together at the bottom
			Employees protected from cave-ins when entering or exiting the excavation

KEEP ONE COPY OF EACH DAILY EXCAVATION CHECKLIST ON SITE