

## *Hutter Construction Excavation Checklist*

Date:

Organization:

Facility:

Location:

Excavation Description:

Excavation by (Name):

Title:

Telephone:

### **REQUIREMENTS FOR EXCAVATION**

No.	Item	Yes	No	Comments
1.	<b>SURFACE</b> Surface encumbrances are removed or supported			
2.	<b>UNDERGROUND</b> Underground utility installations have been determined prior to opening the excavation			
3.	Exact location of underground installation has been determined			
4.	Underground installation is protected, supported or removed while excavation is open			
5.	Structural ramps are used solely by employees designed by a competent person			
6.	Means of egress from trench excavations such as stairway, ladder, ramp or other means are provided for 4-foot deep or more trench excavations and requires no more than 25 feet lateral travel to reach			
7.	<b>TRAFFIC</b> Warning vests or similar high-visibility material are worn by employees exposed to vehicular traffic			
8.	<b>LOADS</b> Employees are not permitted underneath loads handled by lifting or digging equipment			
9.	<b>WARNING SYSTEM FOR MOBILE EQUIPMENT</b> A warning system such as barricades, hand and mechanical signals, or stop logs is used when mobile equipment is operated adjacent to an excavation or required to approach the edge of the excavation and the operator does not have a clear and direct view of the edge of the excavation			
10.	<b>HAZARDOUS ATMOSPHERES</b> Where hazardous atmosphere may exist such as oxygen deficiency and/or atmospheric contaminants or flammable gas, the atmosphere in the excavation is tested before employees enter			

No.	Description	Yes	No	Comments
11.	<b>EMERGENCY RESCUE EQUIPMENT</b> Emergency rescue equipment, such as breathing apparatus, a safety harness and line, or a basket stretcher is readily available where hazardous atmospheric conditions exist or may develop			
12.	Attendant is provided for emergency rescue equipment			
13.	Employee entering bell-bottom pier holes or there similar deep and confined footing excavations are wearing a harness with line-line securely attached and reports from material handling lines.			
14.	Each life-line is individually attended at all times			
15.	<b>PROTECTION FROM WATER ACCUMULATION HAZARDS</b> Employees do not work in excavations in which water is accumulating, unless adequate precaution taken to protect against water accumulation hazards			
16.	When water is controlled or prevented from accumulating, the water removal equipment and operations are monitored by a competent person			
17.	If excavation interrupts the natural drainage of surface water, diversion ditches, dikes or other suitable means are used to prevent surface water from entering the excavations and provide drainage			
18.	Excavations subject to runoff from heavy rains are inspected by a competent person to ensure protection from water accumulation hazards			
19.	<b>STABILITY OF ADJACENT STRUCTURES</b> Support systems such as shoring, bracing, or underpinning are provided to ensure stability of adjoining buildings, walls or other structures and protection of employees			
20.	Excavations below the base or footing of any foundation such as a retaining wall is not permitted unless a support system is provided, or the excavation is in solid rock, or approved by a registered professional engineer			
21.	Sidewalks, pavements, and appurtenant structures are not undermined unless supported by other protective systems used			
22.	<b>LOOSE ROCK AND SOIL</b> Employees are protected from loose rock or soil that could fall or roll on them by scaling, barricades, or other means			
23.	Excavated and other materials or equipment that could fall or roll on employees kept at least 2 feet from the edge and/or retaining devices used			
24.	<b>INSPECTIONS</b> Daily inspections are conducted by competent person prior to starting work and as needed throughout the shift, and often during rainstorms or other hazard increasing occurrences when employee's exposure is expected			
25.	Exposed employees are removed from the hazardous area when competent person finds hazardous situations and do not return until the necessary precautions have been taken			

No.	Description	Yes	No	Comments
26.	<b>FALL PROTECTION</b> Walkways or bridges with standard guardrails are provided where employees or equipment cross over excavations			
27.	Remotely located excavations have adequate barriers			
28.	All wells, pits, shafts, etc. are barricaded or covered			
29.	Temporary wells, pits, shafts, etc. are backfilled			
30.	<b>PROTECTIVE SYSTEMS Sloping and Benching</b> Protective systems, including sloping and benching, shields, and other similar systems, are used to protect all employees in excavations except when: - in solid rock, or - in less than 5 feet deep and approved by competent persons			
31.	Protective systems have the capacity to provide protection			
32.	Sloping and benching systems are selected and constructed in accordance with (options): 1. Allowable configurations and slopes, or 2. Determination of slopes and configurations using Appendices A and B, or 3. Designs using other tabulated data, or 4. Designed by a registered professional engineer			
33.	Support systems Design of support systems, shield systems, and other protective systems is in accordance with (options): 1. Designs using Appendices A, C, and D, or 2. Designs using manufacturer's tabulated data, or 3. Designs using other tabulated data, or 4. Designed by a registered professional engineer			
34.	Materials and equipment used for protective systems are free from damage or defects and maintained per the manufacturer's recommendations			
35.	Competent person examines damaged equipment and evaluates suitability for continued use			
36.	<b>INSTALLATION AND REMOVAL OR SUPPORT</b> Members of support systems are securely connected			
37.	Support is installed and removed so as to protect employees from cave-ins, collapses, or being struck			
38.	Support members do not exceed design loads			
39.	Additional precaution is taken before temporary removal of members			
40.	Support removal begins at, and progresses from, the bottom			
41.	Backfilling progresses with support removal			
42.	<b>ADDITIONAL REQUIREMENTS FOR SUPPORT SYSTEMS FOR TRENCHES</b> Material is not excavated greater than 2 feet below the bottom of support members unless designed for full depth of the trench and there is no loss of soil behind or below supports			

No.	Description	Yes	No	Comments
43.	Support systems are installed closely with excavation			
44.	Employees do not work on faces of sloped or benched excavations above employees except when the employees below are protected from falling, rolling, or sliding material or equipment			
45.	Shields are not subjected to loads exceeding design			
46.	Shields are installed to restrict lateral or other hazardous movement			
47.	Employees entering and exiting areas protected by shields are protected from cave-ins			
48.	Employees are not allowed in shields when the shields are being installed, removed, or moved vertically			
49.	Excavations are not permitted greater than 2 feet below the bottom of the shield unless it is designed for such situations and there is no loss of soil behind or below the shield			
NOTES:				
Completed by: _____ Date: _____ Title: _____				

August, 2010