**Daily Excavation Inspection Checklist**

For Free Safety & Health Consultation Assistance:

https://www.doli.virginia.gov/vosh-programs/consultation/

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| --- | --- |
| **Project Name:** | **Date / Time:** |
| **Competent Person:** | **Weather:** |
| **Soil Type:** | |
| **Excavation Depth x Width x Length:** | |
| **Protection System Used:** | |
| **Activities In Excavation:** | |

|  |  |  |  |
| --- | --- | --- | --- |
| **Yes** | **No** | **N/A** | **Excavation** |
|  |  |  | Excavations & Protective Systems inspected by Competent Person daily, before start of work. |
|  |  |  | Competent Person has authority to remove workers from excavation immediately. |
|  |  |  | Surface encumbrances supported or removed. |
|  |  |  | Employees protected from loose rock or soil. |
|  |  |  | Hard hats worn by all employees. |
|  |  |  | Spoils, materials, and equipment set back a minimum of 2' from edge of excavation. |
|  |  |  | Barriers provided at all remote excavations, wells, pits, shafts, etc. |
|  |  |  | Walkways and bridges over excavations 6' or more in depth equipped with guardrails. |
|  |  |  | Warning vests or other highly visible PPE provided and worn by all employees exposed to vehicular traffic. |
|  |  |  | Employees prohibited from working or walking under suspended loads. |
|  |  |  | Employees prohibited from working on faces of sloped or benched excavations above other employees. |
|  |  |  | Warning system established and used when mobile equipment is operating near edge of excavation. |
| **Yes** | **No** | **N/A** | **Utilities** |
|  |  |  | Utility companies contacted and/or utilities located. |
|  |  |  | Exact location of utilities marked when near excavation. |
|  |  |  | Underground installations protected, supported, or removed when excavation is open. |
| **Yes** | **No** | **N/A** | **Wet Conditions** |
|  |  |  | Precautions taken to protect employees from accumulation of water. |
|  |  |  | Water removal equipment monitored by Competent Person. |
|  |  |  | Surface water controlled or diverted. |
|  |  |  | Inspection made after each rainstorm. |
| **Yes** | **No** | **N/A** | **Hazardous Atmosphere** |
|  |  |  | Atmosphere tested when there is a possibility of oxygen deficiency or build-up of hazardous gases. |
|  |  |  | Oxygen content is between 19.5% and 21%. |
|  |  |  | Ventilation provided to prevent flammable gas build-up to 20% of lower explosive limit of the gas. |
|  |  |  | Testing conducted to ensure that atmosphere remains safe. |
|  |  |  | Emergency Response Equipment readily available where a hazardous atmosphere could or does exist. |
|  |  |  | Employees trained in the use of Personal Protective and Emergency Response Equipment. |
|  |  |  | Safety harness and life line individually attended when employees enter deep confined excavation. |