

City of Prince Albert Excavation/Trenching Hazard Checklist

Site Location:	Date(s):
Supervisor:	
Backhoe/Excavator Operator:	
Other PME Operators:	
Type of Soil (sand/clay/wet/etc.):	Soil classification(1-4):
Approximate Excavation Depth:	Excavation Width:

Utilities	Yes	No	N/A	Comments
Underground utilities contacted and clearly marked				
Overhead utilities identified and employees advised				
Have private utilities been identified and marked				
Underground utilities removed, supported or otherwise protected				
Are required permits/line locates on site?				

Safety	Yes	No	N/A	Comments
All staff wearing appropriate PPE				
Staff away from vehicle loading/unloading areas				
Staff prohibited from going under suspended loads				
Staff received a site orientation				

Traffic and Equipment Hazards	Yes	No	N/A	Comments
Has a traffic plan been developed and implemented				
Has a warning system to keep equipment away from excavation edge been developed				
Has the traffic plan incorporated communication and minimizing travel in reverse while staying on city land				

Excavation Protective System (most soil is Type 3 or 4 in Prince Albert - Natural freezing cannot be used)				
Excavation area will be sloped at 45 degrees (1:1)				
Trench cage will be used in accordance with engineer's design and specifications and inspected prior to use. Min. of 300 mm above surface level				
Shoring will be used				
Combination of protective systems will be used				
Excavation area will be sloped at: _____				

Protections	Yes	No	N/A	Comments
Ladder installed to 1m above ground level and within 8 m of staff or Ramps/stairs installed within 8m				
Plans in place to keep excavated material 1m from edge at all times				
Plans in place to deal with any accumulated water				
Top man assigned prior to entry by staff				
Plans in place to deal with loose soil/rock on surface of excavation to prevent damage to utilities/staff				
Plan to ensure safe atmosphere (i.e. asbestos, H2S)				