



Trench Site Safety Plan & Daily Inspection Form (exhibit A to Appendix M.)

Project Name: _____ Date: _____

Site Location: _____

Inspector: _____ Phone #: _____

(Trench competent person)

Scope of Work: _____

If scope of work includes connection to existing water supply, lock out tag out (LOTO) and method of preventing water accumulation in trench implemented? Yes No LOTO and safety plan attached to this plan? Yes No

Name & telephone number of person responsible for LOTO _____

Depth of Trench: _____ Name of Excavator: _____

In-ground Utilities located and markers visible? Yes No

Name of company or person who located utilities: _____

Are there records of utility locate? Yes No If "YES" copy of utility locate documentation saved to project file on site? Yes No

Utilities on private property verified by Owner? Yes No

Soil Classification: Type C Type B Soil condition: _____

Environmental issues: _____

(I.e. Hazardous atmosphere, near-by water source, drainage or discharge)

Describe Protective system used: _____

Note: VSC will not proceed with work in any trench with a hazardous atmosphere.

Trench protection system: _____ Engineer data for trench box on site? Yes No

Weather Conditions: _____

Overhead utility or obstructions: Yes No If yes, describe Preventative Measures used: _____

If Building or Structure within close proximity of trench, please describe: _____

Name of Professional Engineer (P.E.) if required for this job site: _____

Describe Utility or object unearthed during excavation: _____

Describe Support or Protection of excavated utilities: _____

Trench Barricaded properly: Yes No

If trench is **4 ft or deeper** the following boxes must be checked to prevent fall hazards: Ladder access Ladder extends 3 ft above edge of trench workers in trench wearing hard hats sides of trench barricaded or spotter workers in trench are within 25ft of ladder for egress

Methods to lower material & equipment into trench: No workers in trench beneath suspended loads Workers wearing hard hats Tag lines used as needed Rigging equipment inspected. Does equipment operator know load capacity? Yes No

Spoil Pile & Material are located 2 feet from edge of trench: Yes No

Describe Site Condition changes: _____

Describe accidents that occurred during project _____

Signature of person completing this inspection: _____ Date and time: _____