

# Trench/Excavation Inspection Guide

Date: \_\_\_\_\_ Time: \_\_\_\_\_

Company Name: \_\_\_\_\_

Competent Person: \_\_\_\_\_

1. Location of the trench: \_\_\_\_\_
2. Weather conditions at time of visit: \_\_\_\_\_
3. What is the trench for: water / sewer / other \_\_\_\_\_
4. When is completion expected and how much is left: \_\_\_\_\_
5. Are there any underground utilities: electrical / gas / phone / other \_\_\_\_\_
6. Have the power and gas companies been notified: \_\_\_\_\_
7. Time competent person inspected trench: \_\_\_\_\_
8. Did competent person take soil tests: yes / no Analysis made: \_\_\_\_\_  
Outside firm that did the analysis: \_\_\_\_\_
9. How long has trench been open: \_\_\_\_\_
10. Has it rained while trench was open: \_\_\_\_\_
11. Are underground installations protected / braced / removed for employee's safety: \_\_\_\_\_
12. Size and kind of pipe/line: \_\_\_\_\_
13. Equipment used for digging: \_\_\_\_\_
14. Width of backhoe/excavator bucket: \_\_\_\_\_
15. Evidence of benching / sloping / shoring / sheeting / bracing / trench shield / other: \_\_\_\_\_
16. Was water or seep line observed in trench: \_\_\_\_\_
17. Was trench near: road / RR tracks Distance: \_\_\_\_\_
18. Was other mechanized equipment in or near the location: \_\_\_\_\_
19. Any evidence of employees working in trench: \_\_\_\_\_
20. How far were employees from exit: \_\_\_\_\_ Means of exit: \_\_\_\_\_
21. Were employees in trench protected: \_\_\_\_\_
22. Were employees working under backhoe/excavator bucket: \_\_\_\_\_

23. Was pipe lifted over employee's heads: \_\_\_\_\_

24. Were employees in trench at direction of management: yes / no If so, who: \_\_\_\_\_

25. Names of exposed employees: \_\_\_\_\_

26. Were emergency communications present: yes / no Distance from trench: \_\_\_\_\_

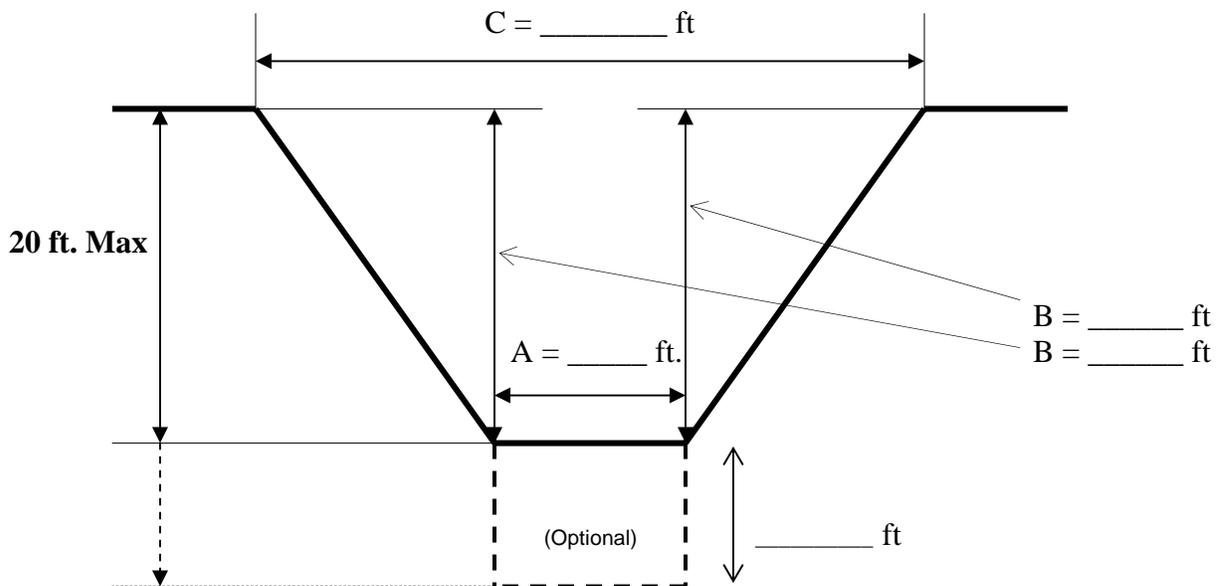
27. Type of material: course / fine Excavated soil: clumps / broken up

28. Side and surface area: cracks / fissures / spalling / overhangs

29. Previously disturbed soil: yes / no

30. Spill pile height: \_\_\_\_\_ Distance from trench: \_\_\_\_\_

### Measurements Taken at Exposure



Shallowest depth: \_\_\_\_\_

Deepest depth: \_\_\_\_\_

Widest width: \_\_\_\_\_

Narrowest width: \_\_\_\_\_

Excavation length: \_\_\_\_\_

Plasticity: \_\_\_\_\_

Dry Strength: \_\_\_\_\_

Thumb penetration: \_\_\_\_\_

$$C = A + B$$

$$C = A + 1.5B \quad 3/4 : 1$$

$$C = A + 2.0B \quad 1 : 1$$

$$C = A + 3.0B \quad 1 \frac{1}{2} : 1$$

Soil Classification: \_\_\_\_\_