

NRCA Safety Manual
Chapter Nine:
Excavations Checklist



NATIONAL ROOFING CONTRACTORS ASSOCIATION Y **CNA COMMERCIAL INSURANCE**

Pre-job			
1.	Does this project require work in trenches or excavations that are 5 feet or more in depth?	Y	N
2.	If so, are cave-in protection systems to be used?	Y	N
3.	Is the excavation in stable rock?	Y	N
4.	Has a competent person made a determination of the soil classification as Type A, B or C?	Y	N
5.	Was that soil classification based on a least one visual and one manual analysis?	Y	N
6.	Will sloping or benching be used for cave-in protection?	Y	N
7.	Will shoring be used for cave-in protection?	Y	N
8.	Will shielding be used for cave-in protection?	Y	N
9.	Will hazardous substances be used in the excavation or stored nearby the excavation?	Y	N
10.	If so, are procedures in place to monitor their presence and reduce or eliminate their concentration?	Y	N
Job-in-progress			
11.	For excavations that are 4 feet or more in depth, are means of egress from the excavation provided every 25 feet?	Y	N
12.	Is the area adjacent to the excavation subject to vehicle traffic?	Y	N

13.	Are employees in an excavation protected from falling loads from a lifting or digging machine?		
14.	Is the spoil pile located at least 2 feet from the edge of the excavation?	Y	N
15.	Are employees protected from rock or soil falling into an excavation?	Y	N
16.	Is a warning system in place for mobile equipment that is operated adjacent to the excavation to warn of its approach to the edge of an excavation?	Y	N
17.	Are employees protected from water accumulation in the excavation?	Y	N
18.	Have adjacent structures, foundations or footings, sidewalks or pavements been braced to prevent injury to employees in the excavation?	Y	N
19.	Are walkways provided over excavations?	Y	N
20.	When walkways are 6 feet or more above the bottom of the excavation is some type of fall protection, such as guardrails, provided?	Y	N
21.	Will hazardous substances be used in the excavation or stored nearby the excavation?	Y	N
22.	Has the atmosphere in the excavation been tested for hazardous substances prior to entry by employees?	Y	N
23.	Is supplemental ventilation equipment available to prevent an oxygen-deficient atmosphere in the excavation or the accumulation of an explosive amount of flammable gas?	Y	N
24.	Is periodic testing of the atmosphere in the excavation done to assess any contamination?	Y	N
	Post-job		

25.	Has documentation of atmosphere testing of the excavation been recorded and preserved?	Y	N
26.	Has documentation of any engineer-designed protection systems used in the excavation been recorded and preserved?	Y	N
27.	Have soil classification determinations by competent persons been recorded and preserved?	Y	N