



TRENCH INSPECTION AND ENTRY AUTHORIZATION FORM

Location:				Date:				Time of inspections:			
Weather conditions:								Approx. temp:			
Competent person:						Supervisor:					
DIMENSIONS						Yes	No	HAZARDOUS CONDITIONS			
Depth:	Top W:		Bottom W:			<input type="checkbox"/>	<input type="checkbox"/>	Saturated soil/standing or seeping water			
	Top L:		Bottom L:			<input type="checkbox"/>	<input type="checkbox"/>	Cracked or fissured wall(s)			
SOIL TYPE						SOIL TEST		<input type="checkbox"/>	<input type="checkbox"/>	Bulging walls	
<input type="checkbox"/>	Solid rock (most stable)		<input type="checkbox"/>	Yes		<input type="checkbox"/>	<input type="checkbox"/>	Floor heaving			
<input type="checkbox"/>	Average soil		<input type="checkbox"/>	No		<input type="checkbox"/>	<input type="checkbox"/>	Frozen soil			
<input type="checkbox"/>	Fill material		Soil test performed:			<input type="checkbox"/>	<input type="checkbox"/>	Super-imposed loads			
<input type="checkbox"/>	Lose sand					<input type="checkbox"/>	<input type="checkbox"/>	Vibration			
PROTECTION METHODS						<input type="checkbox"/>	<input type="checkbox"/>	Depth greater than 10'			
Shoring (walls MUST be vertical - NO voids)						Yes	No	PLACEMENT OF SPOILS & EQUIPMENT			
<input type="checkbox"/>	Timber		<input type="checkbox"/>	<input type="checkbox"/>	Spoils at least 2 feet from edge of trench						
<input type="checkbox"/>	Pneumatic		<input type="checkbox"/>	<input type="checkbox"/>	Equipment at least 2 feet from edge						
<input type="checkbox"/>	Hydraulic		<input type="checkbox"/>	<input type="checkbox"/>	Backhoe at edge of trench						
<input type="checkbox"/>	Screw jacks		<input type="checkbox"/>	<input type="checkbox"/>	Compressor, etc. at remote location						
<input type="checkbox"/>	Trench shield		Yes	No	LADDER LOCATION						
For uneven/irregular walls						<input type="checkbox"/>	<input type="checkbox"/>	Located in protected area			
<input type="checkbox"/>	Trench box	OR	Sloping:	q 1:1 (45°)	q 1½:1 (34°)	<input type="checkbox"/>	<input type="checkbox"/>	Within 25 feet of safe travel			
<input type="checkbox"/>	<input type="checkbox"/>	ENVIRONMENTAL CONDITIONS				<input type="checkbox"/>	<input type="checkbox"/>	Secured			
<input type="checkbox"/>	<input type="checkbox"/>	Gas detector used?				<input type="checkbox"/>	<input type="checkbox"/>	Extends 36 inches above landing			
<input type="checkbox"/>	<input type="checkbox"/>	Confined space permit used?				<input type="checkbox"/>	<input type="checkbox"/>	Leads to safe landing			
Note:						Yes	No	OTHER			
All unsafe conditions must be corrected prior to trench entry. If any hazardous conditions are observed, the trench must be immediately evacuated, and no one allowed re-entry until corrective action has been taken.						<input type="checkbox"/>	<input type="checkbox"/>	Shoring equipment/materials inspected prior to use?			
						<input type="checkbox"/>	<input type="checkbox"/>	Is trench SAFE to enter?			
Comments:						TO BE FILLED OUT BY EHS PERSONNEL					
Work Order #			Evacuation entry authorized by:								
						EHS Representative					