



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"/>
<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"/>	<input type="checkbox"/>
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"/>	<input type="checkbox"/>	Spoils at least 2 feet from edge of trench	
<input type="checkbox"/>	Pneumatic		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Equipment at least 2 feet from edge	
<input type="checkbox"/>	Hydraulic		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Backhoe at edge of trench	
<input type="checkbox"/>	Screw jacks		<input type="checkbox"/>	<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			<input type="checkbox"/>	<input type="checkbox"/>
			$\frac{3}{4}:1$ (53°)	q 1:1 (45°)	q 1½:1 (34°)		
Yes	No	ENVIRONMENTAL CONDITIONS				<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Gas detector used?				<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Confined space permit used?				<input type="checkbox"/>	<input type="checkbox"/>
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:							
Work Order #		TO BE FILLED OUT BY EHS PERSONNEL					
		Evacuation entry authorized by:					
						EHS Representative	