

# PRE-EXCAVATION CHECKLIST

(To be completed during the planning stage)

Date \_\_\_\_\_  
Job # \_\_\_\_\_  
Location \_\_\_\_\_

Superintendent \_\_\_\_\_  
Competent Person \_\_\_\_\_  
Dig # \_\_\_\_\_

## 1) Pre-construction:

**YES NO**

- A. J.U.L.I.E. one-call \_\_\_\_\_
- B. Overhead power lines \_\_\_\_\_
- C. Emergency procedures discussed with crew \_\_\_\_\_
- D. Date work will start \_\_\_\_\_
- E. Excavation will remain open \_\_\_\_\_ days
- F. Excavation will be approximately \_\_\_\_\_ deep

## 2) Surface Encumbrances:

**YES NO**

- A. Building or other structures \_\_\_\_\_
- B. Roads, alleys or sidewalks \_\_\_\_\_
- C. Utilities \_\_\_\_\_
- D. Will run-off water flow to excavation \_\_\_\_\_
- E. Adequate clearance for excavation & equipment \_\_\_\_\_

## 3) Soil Classification: Type A)\_\_\_\_\_ B)\_\_\_\_\_ C)\_\_\_\_\_

- A. Visual test performed \_\_\_\_\_
- B. Manual test performed \_\_\_\_\_

## 4) Soil Conditions:

**YES NO**

- A. Saturated \_\_\_\_\_
- B. Fissured \_\_\_\_\_
- C. Weak soil layers \_\_\_\_\_

## 5) Protection System:

**YES NO**

- A. Slope \_\_\_\_\_ B. Bench \_\_\_\_\_ C. Shore \_\_\_\_\_
- D. Shoring system \_\_\_\_\_
- E. Means of egress within 25' of workers \_\_\_\_\_
- F. Spoil pile 2' from excavation \_\_\_\_\_
- G. Materials 2' from excavation \_\_\_\_\_
- H. Potential for hazardous atmosphere \_\_\_\_\_
- I. Adjacent vibration source \_\_\_\_\_

**6) Special Conditions:**

**YES      NO**

- A. Adjacent structures supported
- B. Underground utilities supported
- C. Prior excavations nearby
- D. Undermined structures supported
- E. Fall protection for employees working above

_____	_____
_____	_____
_____	_____
_____	_____

**7) Sidewalk/Roadway Safety:**

**YES      NO**

- A. Excavation barricaded
- B. Fencing
- C. Barricade tape
- D. Lighted Barricades
- E. Orange safety vests
- F. Lane or street closures
- G. Flagging personnel needed

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

8) Make a reference drawing referring to the excavation, existing utilities, and surface encumbrances surrounding the excavation.