







Pre-Task	<ul style="list-style-type: none"> Consider the task and follow safe job procedures, industry best practices, and legislative requirements. Complete a hazard assessment and follow the required controls. Secure area and confirm that no unauthorized persons are in the area (signage, barricades, etc. as necessary). Before an excavation begins or the soil is distributed the owner must identify and mark the location of all buried facilities. Always daylight or expose buried facilities by hand excavation or non-destructive techniques prior to the use of mechanical excavation equipment. Soil should be classified to determine the appropriate cutback or shoring required. Spoil piles must be kept a minimum of 1 meter from the excavation or trench.
During	<ul style="list-style-type: none"> If the excavation is assessed as a confined space, follow the practices of SWP 0011. The excavation must be kept free of an accumulation of water that may pose a hazard to a worker. A worker needs a safe means of entering and leaving an excavation not more than 8 meters from the worker. Groundworkers and equipment operators should practice appropriate communication methods (e.g., radios, hand signals, etc. as appropriate). Traffic, including equipment, must be controlled by barriers or flaggers. Cutbacks must meet requirements for the soil type. Where the cut back method is not possible, provide timber shoring, trench jacks, sheet piling, cage, or other approved methods.
Post-task	<ul style="list-style-type: none"> Mark and secure all unattended excavations. Excavations and trenches should be backfilled as soon as possible to prevent unauthorized entry.

Task/Environment/Equipment	
Excavations and Trenches (working in and around)	
Protective Measures	
SSHA	
Engineering	
Training	
SJP	
ERP	
PPE	

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