ESTVOLD OILFIELD SERVICES

EXCAVATION AND TRENCH SAFETY POLICY

Document Number: EST-HSE-507
Title: Excavation and Trench Policy
Revision: 1
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Owner: HSE Department

Policy Control Item	Policy Information
Company	Estvold Oilfield Services
Document Type	Policy / Program Manual / Field Forms / Excavation Safety and Audit Package
Applies To	All employees, temporary workers, supervisors, managers, contractors under company direction, excavations, trenches, utilities, customer sites, yards, construction areas, vehicles, and field operations
Program Intent	Excavation hazard recognition, cave-in prevention, utility protection, competent person oversight, access control, emergency readiness, corrective action follow-up, and continuous improvement
Regulatory Alignment	This Excavation and Trench Safety Policy is established to support compliance with applicable Occupational Safety and Health Administration (OSHA) regulations, including 29 CFR 1926 Subpart P – Excavations, and other applicable federal, state, and local safety requirements
Revision	Comprehensive V2 - Editable Master
Approval	Management / HSE / Operations

INCLUDED IN THIS PACKAGE

- Expanded excavation and trench safety policy manual
- Roles, responsibilities, competent person expectations, and accountability requirements
- Excavation planning, utility locate verification, soil classification, and protective system guidance
- Access/egress, spoil placement, atmospheric monitoring, water accumulation, and public protection controls
- Emergency response, rescue readiness, Stop Work Authority, and serious risk escalation process
- Trend analysis, KPIs, audit expectations, and management review
- Contractor and third-party coordination expectations
- Comprehensive field forms, inspection checklists, tracking logs, and closeout tools

DOCUMENT CONTROL

Revision	Date	Description of Change	Approved By
0	Initial Release	Original controlled document issue	Management
1	Current Draft	Expanded excavation and trench safety manual and forms package	Management
2	Current Revision	Comprehensive program language, competent person tools, utility verification, protective system controls, field forms, tracking logs, and audit tools expanded	Management / HSE / Operations

This document is considered a controlled safety management document. Printed copies are considered uncontrolled unless verified current through the company safety management system or authorized document control location.

DISTRIBUTION AND CONTROL

Controlled copies may be distributed to HSE, operations management, field supervision, training coordinators, company shared safety systems, client-required safety documentation platforms, and field locations where excavation and trenching activities are planned or performed.

HOW TO USE THIS MANUAL

- Use Sections 1-26 as the governing excavation and trench safety program standard.
- Use the Supervisor Quick Response Guide when excavation hazards, utility concerns, protective system concerns, or environmental changes occur.
- Use Forms A-L as field-ready documentation tools for planning, competent person inspection, utility verification, protective system review, atmospheric monitoring, and closeout.
- Review excavation trends monthly and assign corrective actions with accountable owners and due dates.
- Use Stop Work Authority whenever excavation conditions change, utilities cannot be verified, protective systems are inadequate, or serious injury exposure exists.

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TABLE OF CONTENTS

1. PURPOSE AND POLICY STATEMENT

Estvold Oilfield Services is committed to protecting employees, contractors, visitors, client representatives, and the public from excavation and trenching hazards during company operations. Excavation work can expose personnel to cave-ins, engulfment, utility strikes, atmospheric hazards, falling materials, equipment movement, water accumulation, limited access/egress, and restricted rescue access.

The Excavation and Trench Safety Program establishes company expectations for pre-job planning, competent person oversight, utility locate verification, soil classification, protective system selection, atmospheric monitoring, daily inspection, emergency response readiness, documentation, and continuous improvement. The company recognizes that excavation incidents are often influenced by changing soil conditions, weather, vibration, operational pressure, communication gaps, equipment positioning, utility uncertainty, and insufficient field verification.

No production expectation, operational pressure, schedule demand, customer request, or client expectation shall take priority over employee safety, public protection, or environmental protection. Employees are expected to stop, ask, reassess, and correct excavation hazards before continuing work.

2. SCOPE AND APPLICATION

This policy applies to all Estvold Oilfield Services employees, temporary workers under company supervision, supervisors, management personnel, contractors, and company-controlled worksites involving excavation, trenching, ground disturbance, utility exposure, or work near open excavations.

The process applies to trenches, excavations, utility work, pipeline activities, construction sites, maintenance activities, environmental work, customer sites, yards, construction areas, and any ground disturbance operation. It applies whether Estvold personnel perform the excavation directly, supervise the work, coordinate contractor work, or are exposed to excavation hazards created by others.

This process complements existing company safety systems including JSAs, inspections, audits, utility locate processes, permit programs, incident investigations, corrective action processes, Stop Work Authority expectations, and leadership engagement activities.

3. REGULATORY ALIGNMENT AND REFERENCES

This policy is written to align with OSHA excavation and trenching expectations, competent person requirements, soil classification principles, protective system requirements, hazard recognition expectations, applicable client standards, and company safety management expectations.

This program does not replace OSHA compliance requirements, customer site rules, company procedures, utility owner requirements, equipment manufacturer instructions, state one-call requirements, or task-specific regulatory standards. Where another requirement is more stringent, the more protective requirement shall apply.

4. DEFINITIONS

Excavation: Any man-made cut, cavity, trench, or depression in an earth surface formed by earth removal.

Trench: A narrow excavation where the depth is greater than the width and the width does not exceed 15 feet.

Protective system: A method used to protect employees from cave-ins, including sloping, benching, shoring, shielding, trench boxes, or engineered systems.

Competent person: An individual capable of identifying existing and predictable excavation hazards and authorized to take prompt corrective action.

Utility locate: The process used to identify, mark, communicate, and verify underground utility locations prior to excavation.

Change condition: Any weather, vibration, water, soil, equipment, utility, or operational change that may affect excavation stability or safety.

5. EXCAVATION AND TRENCH SAFETY PHILOSOPHY AND CORE PRINCIPLES

The Estvold Oilfield Services excavation safety process is based on the principle that excavation hazards must be identified, controlled, and re-evaluated before personnel are exposed. Excavation conditions can change rapidly due to weather, vibration, water accumulation, soil disturbance, adjacent loads, utility exposure, or changes in work scope.

The program is most effective when employees and supervisors treat excavation safety as an active field-management process rather than a one-time inspection. Competent person authority, employee communication, and immediate correction of unsafe conditions are essential to preventing serious injury and fatality exposure

6. ROLES AND RESPONSIBILITIES

Employees are responsible for recognizing excavation hazards, following protective system requirements, staying out of unprotected excavations, reporting unsafe conditions, participating in inspections, maintaining access and egress, and using Stop Work Authority when excavation conditions are unclear or unsafe.

Supervisors are responsible for ensuring excavation planning is completed, competent person inspections are performed, utilities are identified and verified, protective systems are selected and implemented, atmospheric monitoring is performed where required, and unsafe conditions are corrected before work proceeds.

Competent persons are responsible for evaluating soil conditions, protective systems, water accumulation, access/egress, adjacent loads, utility exposure, atmospheric concerns, and changing site conditions. Competent persons must have authority to remove employees from exposure and stop work when hazards are not controlled.

Management is responsible for providing resources, supporting competent person authority, reviewing trends, correcting barriers, reinforcing accountability, and ensuring excavation safety controls are not bypassed due to production pressure.

7. EXCAVATION PLANNING REQUIREMENTS

Excavation planning shall occur before ground disturbance begins. Planning shall address scope of work, excavation depth, soil conditions, utility exposure, protective system requirements, access and egress, spoil placement, equipment movement, public protection, environmental conditions, emergency response access, and work coordination requirements.

- Review work scope, location, depth, width, duration, and personnel exposure.
- Confirm utility locate requirements and customer/site-specific excavation approvals.
- Identify protective system requirements before employees enter.
- Evaluate spoil placement, equipment position, vibration sources, weather, and water accumulation.
- Confirm emergency response access, communication methods, and rescue limitations.

Planning Item	Required Consideration
Scope / Depth	Determine excavation type, depth, work activities, and employee exposure.
Utility Exposure	Verify locates, markings, customer requirements, and field confirmation.
Protective System	Select sloping, benching, shoring, shielding, trench box, or engineered controls.
Access / Egress	Provide safe access and exit where required and maintain it during work.
Emergency Access	Review rescue limitations, EMS access, and communication before exposure begins.

8. COMPETENT PERSON AUTHORITY AND INSPECTION EXPECTATIONS

Excavation activities shall be evaluated by a competent person before employees enter and as conditions change. Competent person inspections are intended to identify and correct hazards before employees are exposed to cave-in hazards, utility hazards, atmospheric hazards, water accumulation, falling materials, or equipment exposure.

The competent person shall have the authority to stop work, remove employees from exposure, require additional protective systems, suspend entry, and request additional support when conditions exceed field controls.

- Inspect excavations before entry and at the start of each shift.
- Reinspect after rain, freezing/thawing, vibration, blasting, water accumulation, soil movement, or any change in conditions.
- Verify protective systems remain properly installed and used.
- Confirm access, egress, barricades, spoil placement, and adjacent load controls.
- Document findings and corrective actions when required.

9. UTILITY LOCATE AND VERIFICATION REQUIREMENTS

Utilities shall be located, identified, communicated, and verified before excavation begins. Excavation shall not proceed when utility locate information is incomplete, outdated, unclear, or inconsistent with field conditions. Utility uncertainty shall be treated as a serious exposure condition requiring Stop Work Authority and escalation.

Field crews shall review markings, drawings, customer information, visible indicators, previous excavation history, and site-specific conditions. Hand digging, potholing, daylighting, or other approved verification methods shall be used where required by site conditions, utility owner requirements, or supervisor direction.

- Confirm one-call or client locate requirements before ground disturbance.
- Maintain visible utility markings and protect them from damage.
- Communicate utility locations during the JSA and pre-job review.
- Use approved verification methods before mechanical excavation near known utilities.
- Stop work immediately if unmarked, mismarked, or unexpected utilities are discovered.

10. SOIL CLASSIFICATION AND PROTECTIVE SYSTEM EXPECTATIONS

Protective systems shall be selected based on excavation depth, soil classification, environmental conditions, water accumulation, adjacent loads, vibration, and work activities. Soil conditions shall not be assumed based only on prior work in the area; the competent person shall evaluate current conditions.

Protective systems may include sloping, benching, trench boxes, shoring, or engineered systems. Employees shall not enter excavations requiring protection until the protective system is installed, inspected, and confirmed acceptable by the competent person.

Protective Method	Use Consideration	Key Verification
Sloping / Benching	Used when soil type, space, and depth allow stable excavation geometry.	Slope/bench reviewed by competent person.
Trench Box / Shield	Used to protect employees working inside the shielded area.	Box rated, positioned, and used correctly.
Shoring	Used to support excavation walls and prevent movement.	Installed as designed or per tabulated data.
Engineered System	Used for complex, deep, unusual, or high-risk conditions.	Approved design available and followed.

11. ACCESS AND EGRESS REQUIREMENTS

Safe access and egress shall be provided for excavations meeting applicable depth requirements and whenever employees may need rapid exit due to changing conditions. Access methods shall be maintained in safe condition, positioned appropriately, and protected from equipment traffic or falling material exposure.

- Provide ladders, ramps, stairways, or other approved access methods where required.
- Maintain access points within required travel distance.
- Keep ladders and access routes free from mud, ice, debris, and obstruction.
- Inspect access and egress during daily and change-condition inspections.
- Prevent employees from climbing on trench boxes, shoring, or unstable excavation edges.

12. ATMOSPHERIC HAZARD AND MONITORING EXPECTATIONS

Atmospheric monitoring shall be conducted where hazardous atmospheres may exist, including confined excavations, utility exposure areas, contaminated soil areas, oxygen-deficient environments, areas near pipelines, areas near tanks or process equipment, or locations where vapor migration may occur.

Monitoring shall be performed by trained personnel using calibrated equipment. Employees shall not enter excavation areas with suspected atmospheric hazards until conditions are evaluated and controls are implemented.

13. WATER ACCUMULATION AND ENVIRONMENTAL CONTROLS

Water accumulation shall be controlled to prevent cave-ins, unstable conditions, engulfment hazards, slipping hazards, and unsafe work conditions. Water may rapidly change soil stability and protective system effectiveness. Excavations with water accumulation shall be reassessed by the competent person before work continues.

- Remove or control water accumulation where necessary.
- Reinspect excavation walls and protective systems after water intrusion.
- Evaluate pumping discharge to prevent environmental impact or erosion.
- Suspend work when water creates uncontrolled instability or employee exposure.

14. EQUIPMENT, SPOIL PLACEMENT, AND ADJACENT LOAD CONTROLS

Spoil piles, equipment, materials, vehicles, and other loads shall be controlled to reduce cave-in potential, falling material exposure, and struck-by hazards. Excavation edges shall be protected from unnecessary loading, vibration, and equipment movement.

- Maintain spoil piles, materials, and equipment a safe distance from excavation edges.
- Control vehicle and equipment movement near excavations.
- Use barricades, spotters, or exclusion zones where equipment operates near personnel.
- Evaluate vibration from traffic, compactors, equipment, or adjacent operations.
- Keep employees clear of suspended loads, swing radius, and dump zones.

15. BARRICADES, PUBLIC PROTECTION, AND SITE SECURITY

Barricades, signage, fencing, lighting, or other controls shall be used where excavation exposure creates hazards to personnel, traffic, contractors, customer personnel, or the public. Public protection controls shall be appropriate to the location, traffic pattern, depth, visibility, and duration of work.

- Install barricades around open excavations where exposure exists.
- Use signage, cones, fencing, or lighting where appropriate.
- Protect access routes, walkways, and traffic areas.
- Secure unattended excavations or restrict access as required.
- Coordinate public protection requirements with customer or site representatives.

16. DAILY INSPECTION, REINSPECTION, AND CHANGE MANAGEMENT

Excavations shall be inspected daily and as conditions change by a competent person. Inspections shall evaluate protective systems, soil conditions, water accumulation, utility exposure, access systems, environmental conditions, adjacent hazards, spoil placement, and employee exposure.

Change management is required when weather, water, vibration, depth, scope, equipment position, or utility information changes. Work shall pause until the competent person reassesses conditions and confirms controls remain effective.

Inspection Trigger	Required Action	Documentation / Control
Start of shift	Competent person inspection before employee exposure.	Inspection checklist
After rain / thaw	Reassess soil and protective system stability.	Reinspection notes
Water accumulation	Stop and evaluate stability and controls.	Hazard assessment
Utility concern	Stop excavation and verify utility status.	Utility verification
Protective system concern	Remove employees until corrected.	Corrective action log

17. EMERGENCY RESPONSE AND RESCUE EXPECTATIONS

Emergency response planning shall address rescue access, utility hazards, atmospheric hazards, water accumulation, engulfment potential, emergency communication, and EMS coordination before excavation work begins. Employees shall understand that unplanned trench rescue attempts can create additional fatalities and shall not enter an unsafe excavation for rescue unless properly trained, equipped, and authorized.

- Review emergency communication and EMS access during pre-job planning.
- Identify assembly points and access routes for emergency responders.
- Stop work immediately when cave-in, utility strike, atmospheric alarm, or water intrusion occurs.
- Maintain personnel accountability during emergency events.
- Preserve the scene where possible for investigation after emergency response is complete.

18. CONTRACTOR AND THIRD-PARTY EXPECTATIONS

Contractors working on company-controlled sites are expected to comply with excavation safety expectations, utility locate requirements, competent person requirements, protective system expectations, emergency response requirements, and inspection requirements. Contractor activities shall be coordinated to control simultaneous operations and prevent conflicting hazards.

- Contractor excavation plans shall be reviewed before work begins where applicable.
- Immediate serious hazards shall be stopped regardless of employer.
- Contractor competent person responsibilities shall be clearly identified.
- Contractor deficiencies shall be documented and tracked through corrective action when required.

19. DOCUMENTATION AND RECORDKEEPING

The company shall maintain excavation inspections, hazard assessments, utility locate documentation, atmospheric monitoring records, protective system documentation, corrective action records, audit documentation, training records, and incident review documentation. Records shall be retained according to company retention requirements, client requirements, or applicable regulatory expectations.

Record Type	Minimum Content
Excavation Hazard Assessment	Location, scope, depth, utilities, protective system, hazards, controls.
Competent Person Inspection	Soil, protective systems, access, water, utilities, adjacent hazards, corrective actions.
Utility Locate Verification	Locate status, markings, communication, verification method, documentation.
Atmospheric Monitoring Log	Readings, instrument, location, action taken, monitor initials.
Corrective Action Log	Action, owner, due date, completion, verification.

20. INCIDENT REPORTING AND INVESTIGATION

Excavation incidents, utility strikes, cave-ins, atmospheric alarms, protective system failures, public exposure events, water intrusion, or unsafe excavation conditions shall be reported immediately. Incident reviews shall identify contributing factors, communication issues, work planning concerns, environmental conditions, supervision factors, and corrective actions.

21. STOP WORK AUTHORITY

All employees and contractors have the authority and responsibility to stop work when excavation hazards exist, utilities cannot be verified, protective systems are inadequate, atmospheric conditions are unknown, water accumulation creates instability, or serious injury exposure exists. Employees shall not face retaliation for exercising Stop Work Authority in good faith.

Stop Work Trigger	Required Action
Unverified utilities	Suspend excavation and verify utility status before continuing.
Protective system concern	Remove employees and reassess excavation controls.
Water accumulation or soil movement	Stop work and competent person reassessment required.
Atmospheric concern	Monitor atmosphere and control exposure before entry.
Public or traffic exposure	Secure area and establish protection controls.

22. TRAINING REQUIREMENTS

Training may include excavation hazard recognition, competent person expectations, soil classification principles, utility locate requirements, atmospheric monitoring, protective systems, access and egress, emergency response, contractor coordination, and Stop Work Authority.

Training Audience	Training Topics
All Employees	Hazard recognition, Stop Work Authority, utility awareness, access/egress, reporting.
Competent Persons	Soil classification, inspections, protective systems, change conditions, authority.
Supervisors	Planning, utility verification, contractor coordination, corrective action, emergency response.
HSE / Management	Audit, trend review, training support, program review, barrier removal.

23. TREND ANALYSIS, KPIS, AND DATA REVIEW

Excavation inspection data, utility verification concerns, corrective actions, near misses, incident reviews, employee feedback, and audit findings shall be reviewed periodically to identify recurring hazards and system improvement opportunities. Trend review shall focus on preventing serious exposure rather than assigning blame.

Metric	Purpose
Competent Person Inspection Completion	Confirms inspections are completed before and during excavation work.
Utility Verification Quality	Identifies recurring utility communication or locate concerns.
Protective System Deficiencies	Highlights repeat issues with sloping, shielding, shoring, or installation.
Corrective Action Closure	Confirms hazards are assigned, completed, and verified.
Stop Work / Good Catch Reports	Measures proactive employee involvement and hazard recognition.
Contractor Excavation Findings	Identifies coordination and oversight improvement needs.

24. LEADERSHIP AND SUPERVISOR ACCOUNTABILITY

Leadership personnel shall participate visibly in the excavation safety process through field interaction, pre-job planning support, competent person authority reinforcement, trend evaluation, corrective action support, and resource allocation. Employees judge the value of excavation safety by what leaders do when production pressure conflicts with field conditions.

Leadership Expectation	Evidence of Completion
Field Presence	Documented leadership field reviews and crew conversations.
Barrier Removal	Corrective actions completed and resources provided.
Trend Review	Excavation trends reviewed with operations and HSE.
Competent Person Support	Stop work and corrective authority reinforced.

25. AUDITING AND PROGRAM REVIEW

The company shall periodically review excavation inspections, protective system effectiveness, utility verification quality, competent person documentation, corrective action completion, incident trends, employee feedback, contractor coordination, and program consistency. The audit shall evaluate whether the program is being used as intended and whether controls are effectively reducing excavation exposure.

Audit Item	Satisfactory Evidence
Planning Quality	Excavation scope, depth, utilities, protective systems, and access reviewed.
Inspection Completion	Competent person inspections complete and based on actual conditions.
Protective System Control	Required systems selected, installed, and verified.
Utility Verification	Locate records, markings, and communication documented.
Corrective Action Closure	Actions have owners, due dates, and verification.
Employee Trust	Employees stop work and report excavation concerns without fear.

26. SUPERVISOR QUICK RESPONSE GUIDE

Situation	Immediate Action	Key Documentation / Control
Protective system concern identified	Stop work, remove employees, and reassess excavation.	Inspection checklist
Utility strike risk identified	Suspend excavation activities and verify utility status.	Utility verification
Water accumulation identified	Implement controls immediately and reassess stability.	Hazard assessment
Atmospheric concern identified	Initiate monitoring and reassess entry.	Monitoring log
Excavation incident occurs	Initiate emergency response and incident review.	Incident review form

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27. FORMS PACKAGE

The following forms are provided as editable templates. The company may convert these forms into electronic format, fillable PDF, shared drive logs, or safety management software entries as needed.

FORM A - EXCAVATION HAZARD ASSESSMENT FORM

Date	Jobsite / Location	Supervisor	Customer / Site
Task Description	Excavation Depth	Weather / Conditions	Crew / Contractor

HAZARD / CONTROL REVIEW

Assessment Item	Yes	No	Comments / Controls
Utility locate verified	☐	☐	
Protective system required	☐	☐	
Atmospheric monitoring required	☐	☐	
Water accumulation concern	☐	☐	
Spoil / equipment setback acceptable	☐	☐	
Emergency access reviewed	☐	☐	

Additional Controls Required: _____

Competent Person Review: _____ Date: _____

FORM B - COMPETENT PERSON INSPECTION CHECKLIST

Item	Acceptable	Needs Improvement	Comments
Protective system acceptable	☐	☐	
Soil conditions stable	☐	☐	
Utilities identified / protected	☐	☐	
Access and egress acceptable	☐	☐	
Water accumulation controlled	☐	☐	
Spoil and equipment placement acceptable	☐	☐	
Barricades / public protection adequate	☐	☐	
Atmosphere monitored if required	☐	☐	

Corrective Actions / Restrictions: _____

FORM C - UTILITY LOCATE VERIFICATION CHECKLIST

Item	Yes	No	Comments
Utility locate completed	☐	☐	
Utility markings visible	☐	☐	
Locate documentation current	☐	☐	
Crew communication completed	☐	☐	
Excavation boundaries verified	☐	☐	
Hand dig / pothole required	☐	☐	

FORM D - PROTECTIVE SYSTEM VERIFICATION FORM

Protective System	Verified	N/A	Comments
Sloping / benching acceptable	☐	☐	
Trench box / shield rated and positioned	☐	☐	
Shoring installed as required	☐	☐	
Engineered system documentation available	☐	☐	
Employees protected from cave-in exposure	☐	☐	

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FORM E - EXCAVATION ACCESS AND EGRESS CHECKLIST

Item	Verified	N/A	Comments
Ladder / ramp / access provided	☐	☐	
Access within required travel distance	☐	☐	
Access route clear and stable	☐	☐	
Entry/exit protected from equipment exposure	☐	☐	
Access inspected after conditions changed	☐	☐	

FORM F - ATMOSPHERIC MONITORING LOG

Date / Time	Location	Oxygen	LEL	Toxic Gas	Action Taken

FORM G - SUPERVISOR AUDIT AND OBSERVATION FORM

Audit Area	Satisfactory	Needs Improvement	Comments / Action
Pre-job planning completed	☐	☐	
Competent person inspection documented	☐	☐	
Utility verification completed	☐	☐	
Protective system verified	☐	☐	
Access / egress acceptable	☐	☐	
Corrective actions closed	☐	☐	
Employee feedback reviewed	☐	☐	

Overall Audit Result: ☐ Acceptable ☐ Needs Improvement ☐ Action Required

Auditor: _____ Date: _____

FORM H - CORRECTIVE ACTION TRACKING FORM

Action ID	Source	Corrective Action	Owner	Due Date	Completion Date	Verified By	Status

Effectiveness Review Notes: _____

FORM I - EXCAVATION INCIDENT REVIEW FORM

Date	Location	Incident Type	Supervisor
Description / Immediate Actions	Contributing Factors	Corrective Actions	Follow-Up Required

FORM J - EXCAVATION CLOSEOUT INSPECTION FORM

Closeout Item	Verified	N/A	Comments
Personnel and equipment removed	☐	☐	
Utilities protected / restored	☐	☐	
Excavation backfilled or secured	☐	☐	
Barricades removed or maintained as needed	☐	☐	
Environmental concerns addressed	☐	☐	
Final supervisor review completed	☐	☐	

FORM K - EXCAVATION SAFETY ENGAGEMENT MEETING RECORD

Date	Department / Crew	Facilitator	Meeting Type
Excavation Trends Discussed	Positive Recognition Shared	Corrective Actions Reviewed	Employee Feedback

Attendees: _____

Key Decisions / Follow-Up: _____

FORM L - EXCAVATION PROGRAM REVIEW SUMMARY

Review Period	Reviewer(s)	Departments Included	Date Completed
Top Safe Practices	Top At-Risk Trends	System Barriers Identified	Program Improvements Needed

Management Review Notes: _____

Approved By: _____ Date: _____

APPENDIX A - OSHA EXCAVATION REFERENCE SUMMARY

This program is intended to support excavation hazard recognition, competent person expectations, protective system requirements, utility protection principles, inspection expectations, emergency response readiness, and excavation safety management practices. OSHA excavation requirements and applicable client expectations shall be followed where they are more protective than this program.

APPENDIX B - MINIMUM EXCAVATION PPE REQUIREMENTS

- Hard hats, safety glasses, gloves, high-visibility clothing, and safety footwear.
- Respiratory protection where atmospheric hazards may exist.
- Hearing protection where equipment noise exposure exists.
- Additional protective equipment based on excavation conditions, customer requirements, and task hazards.

APPENDIX C - COMPETENT PERSON EXPECTATIONS

Competent person evaluations should include soil condition review, utility verification, protective system inspection, water accumulation review, access/egress verification, adjacent load evaluation, atmospheric hazard evaluation, environmental condition monitoring, and corrective action tracking. The competent person must have authority to remove employees from exposure and require corrective action when unsafe conditions are identified.