



STOP if not clear how to do the work

Deep Excavation | Critical Checklist



When to use

Important: Attach to completed JSA

For any manual or mechanical ground disturbance **deeper than 1.2 metres**

If ground disturbance activity extends beyond one day, complete a new checklist daily. Ensure other Critical Checklists are completed if applicable (e.g. LOTO, Confined Space, Hot Work, Shallow Excavation, Working at Heights)

DANGER

DEEP EXCAVATION

Site Location:	Work Order No:
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Contractor:	Date:
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Description of work:

What could go wrong?

BEFORE work begins | Complete all steps

Done

- 1. For first 1.2m of excavation, use **Shallow Excavation/Boring/Drilling Critical Checklist** if in proximity of underground facilities and infrastructure as dictated by locate sheet.

Before Excavation / Create Excavation Plan

- 2. Review locates
- 3. Competent/authorized person designs sloping/shoring based on soil type/site conditions
- 4. Review minimum required clearance between overhead live electrical lines and any part of the excavator - see table →
- 5. Excavation equipment is inspected and fit for purpose
- 6. Erect and maintain barricades around the digging area as required

Voltage (V)	Minimum Clearance (m)
750–150k	3.0
150k–250k	4.5
>250k	6.0

During excavation

- 7. Equipment operator is competent and has a clear view of the work area
- 8. Competent and dedicated signaller / spotter is used and communication method with signaller / spotter is defined and understood
- 9. Position equipment and excavated material a **minimum** of 1.0 m from edge of the excavation or as necessary to maintain excavation stability
- 10. Verify slope stability during excavation and/or rain / other event which increases potential for cave-in (e.g. water, vibration, change in slope or soil type)
- 11. Verify if de-watering is required
- 12. Immediately **stop work** and notify Owner if free hydrocarbons are encountered
- 13. Maintain barricading if excavation remains open overnight



If Workers enter the excavation

- 14. Ensure sloping or engineered shoring is in place and maintained
- 15. Ensure easy access entry and exit routes - minimum of 2 exits
 - Ladders installed at opposite sides of the excavation
 - Ladders anchored and extended 1.0m above edge
 - Distance from worker to escape ladder must meet local regulations but not exceed 8.0m
- 16. Remove significant water accumulation in the excavation prior to entry



Equipment Operator:	Signature:	Date:
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Spotter:	Signature:	Date:
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