



STOP if not clear how to do the work

Shallow Excavation/Boring/Drilling | Critical Checklist



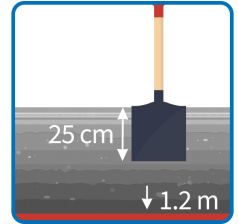
When to use

Important: Attach to completed JSA

For **any** ground disturbance **greater than 25 cm (1 shovel)** and **less than 1.2 m** deep in proximity of underground facilities and infrastructure as dictated by locate sheet.

Locates must be performed for applicable area by a qualified locating service.

If continuing to dig deeper than 1.2 metres, also use the **Deep Excavation Critical Checklist**. **Ensure other Critical Checklists are completed if applicable (e.g. LOTO, Confined Space, Hot Work).**



If excavation activity extends beyond one day, complete new checklist daily.

Work Order Number:

Site Location:

Contractor:

Date:

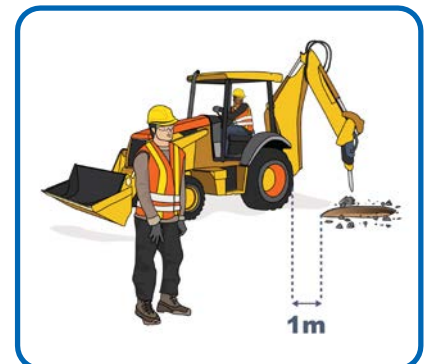
Description of work:

What could go wrong?

BEFORE work begins | Complete all steps

Done

- 1. Identify potential locations of all underground hazards in the **APPLICABLE AREAS** including:
 - Underground tanks (mogas, diesel, waste oil)
 - Underground piping (mogas, diesel, vents, remote fills)
 - Area around pump/dispensing equipment
 - Areas between tanks, pumps, remote fills and vents (potential piping areas)
 - Underground facilities and infrastructure
- 2. Erect proper barricades around the area where digging will occur
- 3. Ensure charged fire extinguisher within reach
- 4. Make safe any underground product lines and utilities
- 5. Locate overhead power lines and obstacles
- 6. Equipment operator has a clear view of the work area
- 7. Dedicated signaller / spotter is used and communication method with the signaller / spotter is defined and understood
- 8. Position mechanical equipment and materials a minimum distance of 1.0 m measured from edge of excavation
- 9. Break concrete as needed, taking care not to penetrate below the level of concrete
- 10. Use care and caution to locate and expose potential underground hazards (use locate service where applicable)
- 11. Carefully hand dig (shovel or other hand tools) and/or soft dig using non-penetrating equipment (e.g. hydrovac/daylighting or similar equipment)



Name of Worker:	Signature:	Date:
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