



**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)



Site Location:	Work Order No.
Contractor:	Date:
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 on right
- ☐ 5. Excavation equipment is inspected and fit for purpose
- ☐ 6. Erect and maintain barricades around the digging area as required

Voltage (v)	Minimum Clearance in all directions (m)
750-150k	4.0
150k-250k	5.0
>250k-500k	6.0
>500k	7.0

To establish OH&S safe limits of approach to power lines, employers must consult the owner of the electrical utility system prior to any work within 7 m of an overhead power line

### 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:
Spotter:	Signature:	Date: