









Safe Work Practice / Job Procedure

Excavations and Shoring

Potential Hazards

- Suffocation and crushing injuries
- Falls into excavations
- Contact injuries
- Overhead hazards from hoisting and mobile equipment
- Confined entry hazards
- Flooding
- All personnel must ensure they have been appropriately trained by their supervisor.

Required Personal Protective Equipment and Devices

Foot Protection	Hearing Protection	High Visibility	Head Protection	Eye Protection	Face Protection	Hand Protection	Protective Clothing
							

Safe Job Procedures

1. Make sure you have contacted the utility provider before conducting excavation work
2. Conduct hazard assessment to determine if there are potential risks associated with the work
3. Ensure the worksite is properly guarded to protect the public and the workers from potential hazards
4. Provide a safe means of access and egress into and out of the excavation
5. Ensure that a proper support structure such as wood or steel shoring, trench cage or the walls of the excavation are sloped at an angle not greater than 45 degrees
6. Ensure shoring is installed from the top to the bottom of an excavation in descending order and removed in the reverse order from which it was installed.
7. Provide a barricade when possible with warning signs of a falling hazard

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If an emergency situation occurs while conducting this task, or there is an equipment malfunction, shut the equipment off immediately and follow the lock out procedure.

REPORT ANY HAZARDOUS SITUATION TO YOUR SUPERVISOR IMMEDIATELY

This SWP must be reviewed any time the task, equipment, or materials change and at minimum, every three years.