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|  |  **Excavation & Trenching**  **Check List** | **Miss Utility Ticket # :**Date: |
| **Section 1 – Preparation** (Controlling Contractor Safety Manager/Engineer Completes Section 1) |
| Job Name:  |
| Name of Contractor: |
| Location of The Excavation Work: |
| Description of Excavation Work : |
| Subsurface Engineering Utility Locating Company Name: Locater Employee Name: |
| ACS/ Verizon Communication Verification Signature:  |
| MWAA Utilities Verification Signatures: Electrical Shop: Pipe Shop: |
| FAA Utility Verification Signature: ASIG Fuel Utility Verification Signature:  |
| National Park Service Verification: |
| **Following Items Listed Below Must Be Done Prior To Opening an Excavation** |
|  |
| Pre-Planning Meeting with MWAA  |  | Yes |  | No  |
| GIS Plans Reviewed For Existing Utilities  |  | Yes |  | No |
| Utility Grid Sweep Conducted of the “**Entire”** Excavation Area and 5 feet beyond marked excavation perimeter. |  | Yes |  | No |
| Utilities Marked and Utilities Physically /Visually Located (hand dig, pot hole, hydro) |  | Yes |  | No |
| **Section 2 – Excavation** (Contractor Competent Person Completes Section 2) |
| Competent Person Name: |
| Soil Type: Slope Ratio: Protective System Used (Tabulated Data Submitted to MWAA): |
| Excavation/Trench Depth: Excavation/Trench Width: |
| Note: DCA/IAD Soils are classified as “C” type soils on Airport Authority Construction Projects |
| **Section 3 – Hazard Assessment and Control** ( Contractor Competent Person Completes Section 3) |
| **Controls to be Implemented** | **Completed** | **N/A** |
| Personnel &PropertySafetyIssues | Competent Person has inspected excavation, adjacent areas, and protective systems prior to employees performing work in the excavation/trench. |  |  |
| Professional Engineer was obtained to approve excavation of >20’ depth. |  |  |
| Trench/Excavation area shall be protected by an anchored physical barrier from vehicle traffic. Guardrails shall be installed at unprotected edges of sheer walls of the excavation/trench if the trench/excavation is over **6 feet** in depth. In addition, a barrier shall be back 6 feet to protect pedestrian traffic. |  |  |
| Employees protected from loose rock/soil that could pose a hazard by falling or rolling into the excavation/trench. |  |  |
| Trench is shored and/or sloped per CFR 1926 Subpart P requirements. |  |  |
| Trench is free from standing water and other contaminants. |  |  |
| Excavated material, equipment and other items will be placed at least 2’ from edge of trench. |  |  |
| Employees are prohibited working under suspended loads. |  |  |
| Walkways and bridges over excavations/trenches **6 feet** or more in depth shall have standard guardrails and toe boards. |  |  |
| **Open ends** of a trench boxes shall be sloped 1 ½:1 or shielded |  |  |
| Underground utilities protected, supported or removed when excavation is open (P.E. stamp shall be required for supporting critical utilities that could impact airport operations). |  |  |
| Wood used for shoring or bracing is in good condition and free from defects. |  |  |
| Ladder provided in trench >**4’ depth** with ladder extending at least 3’ above top of trench. |  |  |
| Ladder, ramp, or stair is provided within **25’** of all personnel working in trench. |  |  |
| Air testing was performed at **4’ depth** or more (Oxygen, LEL, Toxics). Results:  |
| Test Pitting with digging bars is prohibited unless they are non-conductive type of digging bar. |  |  |
| If an excavation/trench is **4 feet** in depth or above; shoring, sloping or shields are required |  |  |
| **Section 4 – Approvals** – I have reviewed this Permit and all conditions and agree that work can proceed safely.  |
| *Contractor Project Manager/General Superintendent Name & Signature:*  |  *Date:* |
| *Competent Person Name, Title & Signature:* |  *Date:* |