OpsAuditHub opsaudithub.com	DOC ID: **SAF-0054**	REVISION: **Rev 2.4 (2026)**
	STANDARD: **OSHA 29 CFR 1926 Subpart P**	AUDIT FREQUENCY: **Daily Pre-Shift**

Excavation And Trenching Safety Safety Audit Checklist

Operational Scope: This audit checklist defines the operational verification protocol for all excavation and trenching activities to mitigate cave-in hazards, struck-by incidents, and hazardous atmospheres. Compliance is mandatory for all site supervisors and competent persons prior to employee entry.

MANDATORY PPE:	Hard Hat (ANSI Z89.1), Steel-Toe Boots (ASTM F2413), High-Visibility Safety Vest (ANSI/ISEA Class 2), Safety Glasses with Side Shields (ANSI Z87.1), Fall Protection Harness and Lanyard (ANSI Z359)
PREREQUISITES:	Verify competent person has completed daily site assessment | Confirm utility locate tickets (811) are active and onsite | Ensure atmospheric monitoring equipment is calibrated and ready

PRE-ENTRY & COMPETENT PERSON ASSESSMENTS

#	COMPONENT / ITEM	VERIFICATION CRITERIA & ACCEPTANCE STANDARD	SEVERITY	STATUS
1	**Competent Person Designation**	A designated competent person is on-site, fully trained, and authorized to take prompt corrective measures.	**Critical (Immediate Out of Service)**	[ ] PASS [ ] FAIL [ ] N/A
2	**Underground Utilities Verification**	All underground installations have been located, marked, and verified through potholing if digging within tolerance zones.	**Critical (Immediate Out of Service)**	[ ] PASS [ ] FAIL [ ] N/A
3	**Surface Encumbrances**	Trees, rocks, or other surface encumbrances that may create a hazard to employees have been removed or safely supported.	**Warning**	[ ] PASS [ ] FAIL [ ] N/A

EXCAVATION PROTECTION & ACCESS SYSTEMS

#	COMPONENT / ITEM	VERIFICATION CRITERIA & ACCEPTANCE STANDARD	SEVERITY	STATUS
4	**Cave-In Protection Systems**	Excavations 5 feet or greater in depth are protected via sloping, shoring, shielding, or benching designed by a registered professional engineer if required.	**Critical (Immediate Out of Service)**	[ ] PASS [ ] FAIL [ ] N/A
5	**Spoil Pile Placement**	Excavated soil and materials are placed at least 2 feet away from the edge of the excavation to prevent roll-back or surcharge loads.	**Warning**	[ ] PASS [ ] FAIL [ ] N/A
6	**Safe Means of Egress**	Ladders, ramps, or stairs are securely positioned and located within 25 feet of lateral travel for employees in trenches 4 feet or deeper.	**Critical (Immediate Out of Service)**	[ ] PASS [ ] FAIL [ ] N/A
7	**Edge Protection & Barricades**	Warning systems, guardrails, or physical barriers are installed around excavations deeper than 6 feet that are remote or not readily visible.	**Standard**	[ ] PASS [ ] FAIL [ ] N/A

ATMOSPHERIC & ENVIRONMENTAL HAZARDS

#	COMPONENT / ITEM	VERIFICATION CRITERIA & ACCEPTANCE STANDARD	SEVERITY	STATUS
8	**Atmospheric Testing**	Atmosphere is tested for oxygen deficiency (<19.5%), flammable gases (>10% LEL), and toxic contaminants in trenches deeper than 4 feet where hazardous atmospheres are suspected.	**Critical (Immediate Out of Service)**	[ ] PASS [ ] FAIL [ ] N/A
9	**Water Accumulation Controls**	Water accumulation is controlled via pumps or drainage, and water removal equipment is monitored by a competent person to ensure no structural undercut occurs.	**Warning**	[ ] PASS [ ] FAIL [ ] N/A
10	**Mobile Equipment Proximity**	Stop logs, warning systems, or designated signalers are utilized when mobile equipment operates adjacent to the excavation edge.	**Critical (Immediate Out of Service)**	[ ] PASS [ ] FAIL [ ] N/A

Certified Inspector / Competent Person Signature: _____	**Date / Time:** _____	**Badge / Cert #:** _____
Site Safety Supervisor / Operations Manager Sign-off: _____	**Review Date:** _____	**Audit Status:** [ ] Approved [ ] Rectify

COMPLIANCE NOTICE: This document must be archived for a minimum of 12 months in accordance with workplace safety recordkeeping guidelines.