



**Wilson's**  
*Petroleum Equipment, Inc.*

## **Wilson's Petroleum Toolbox Talk**

### **Excavation and Trenching**

Specific requirements must be met and enforced when **trenching or excavating** takes place.

#### **Training:**

It is the responsibility of management overseeing the operations to assure that the individuals who are involved in and exposed to trenching or excavating have been properly trained and instructed. Training must include excavator notification and excavation practices.

#### **Competent Person:**

A competent person must document the layout and diagram of the trench and/or excavation prior to start-up and conduct daily documented site inspections. Inspections must also be documented after natural events such as rainstorms or other hazard-increasing occurrences such as nearby traffic or simultaneous work.

#### **Safe Work Practices:**

The estimated location of utility installations, such as sewer, telephone, fuel, electric, water lines, or any other underground installations that reasonably may be expected to be encountered during excavation work, shall be determined prior to opening an excavation.

A stairway, ladder, ramp, or other safe means of egress must be in trench excavations that are 4 feet or more in depth so as to require no more than 25 feet of lateral travel for employees.

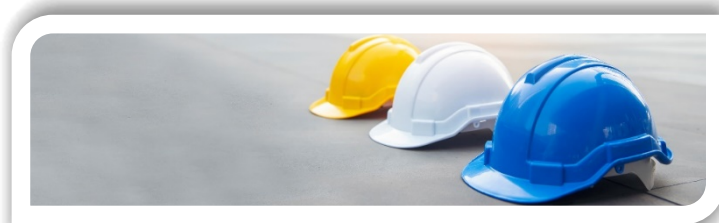
Employees exposed to public vehicular traffic must be provided with, and wear, warning vests or other suitable garments marked with or made of reflectorized or high-visibility material.

To prevent employee exposure to harmful levels of atmospheric contaminants and to ensure acceptable atmospheric conditions within excavations specific requirements must be met.

Employees may not work in excavations where there is accumulated water or in excavations where water is accumulating, unless adequate precautions have been taken to protect employees against the hazards posed by water accumulation.

All surface encumbrances that are located that create a hazard to employees must be removed or supported, as necessary, to safeguard employees.

Soil classifications must be determined by testing and protective systems designed according to soil classifications.





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**Toolbox Talk - Excavation and Trenching**

Date:		Job No.:	
Job Name:		Supervisor:	

**Employee Safety Recommendations**

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**Documents Reviewed**

Excavation Permit / Competent Person Checklist  
Excavation / Trenching Daily Inspection Form  
Soil Classification Worksheet

**Attendees**

*(print name)*


Supervisor Signature:	
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