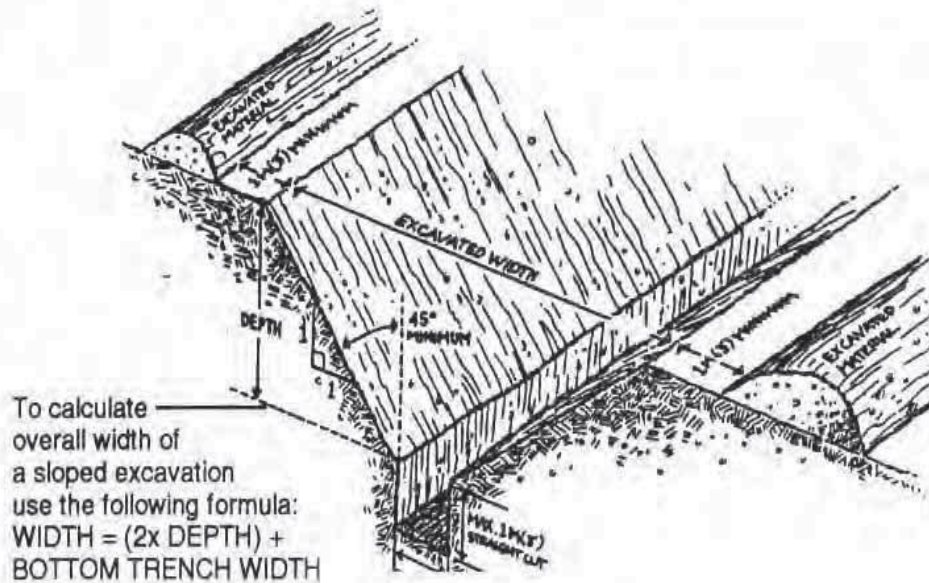


Excavating and Trenching

Facility:	Written By:	Approved By:	Date Created:	Date of Last Revision
Hazards Present:		PPE or Devices Required:		Additional Training Required:
Heavy Equipment		Hard Hats		Trenching and Excavation Safety
Trench Walls		Hi-Vis PPE		CPR
Other Workers		Steel Toed Footwear		Confined Spaces
Utility Lines		Safety Gloves		
Worker(s) in open excavations		Utility Locates and Field Licenses		
Safe Work Procedure:				
<ol style="list-style-type: none"> 1) Perform on-site Hazard Analysis 2) Supervisor: Ensure Utility locates for Hydro, Telephone, Gas and Pipelines have been completed and visibly marked. 3) The Contractor that is performing the excavation work is responsible for taking out the excavation serial number. 4) Supervisor: If workers will be entering a trench or open excavation that exceeds 1.5 Meters, ensure a License has been obtain from Manitoba Workplace Safety and Health by means of a Notice of Excavation and that the serial number has been recorded in the Docket that is maintained at the Job Site. No excavation work may begin until the serial number has been obtained. 5) Supervisor: Ensure the only Trained and qualified workers are entering the trench or excavation. The Supervisor <u>must remain on-site</u> to ensure the work is being carried out in a safe manner. 6) Supervisor: If the excavation work is to be completed by a Contractor/ Subcontractor, the serial number must be noted on the Docket before any Precision Land Solutions Employees are permitted to enter the trench or excavation. 7) Workers must remain attentive to their surroundings and report any unsafe situations or activities to the Supervisor. 8) Trenches and excavations must be made utilizing a 45° degree angle or an engineered safety cage. No other methods of digging or shoring are permitted. 9) Excavated material must be placed one Meter from the edge of the opening. 10) Vehicles must be parked at a safe distance from the opening. 11) A Lookout must be positioned safely at the edge of the trench/excavation whenever a worker is entering an open trench or excavation that exceeds 1.5 Meters (5 feet) in depth. The sole function if the lookout is to monitor the sides of the trench or excavation for signs of cave in or wall collapse. The lookout should also ensure that the ladder used for enter and egress purposes is placed no further than 10 feet from the worker while the worker is in the trench or excavation. 				



If an emergency situation occurs while conducting this task, or there is an equipment malfunction, engage the emergency stop and follow the lock out procedure

REPORT ANY HAZARDOUS SITUATIONS TO YOUR SUPERVISOR IMMEDIATELY

Guidance Documents/Standards:

MB Workplace Safety & Health Act & Regulations:

- 26 Excavations and Tunnels General Matters
- 26.4 Notice of Excavation
- 26.5 Employer appoint supervisor
- 26.6 Underground Facilities
- 26.11 Powered mobile equipment or machinery
- 26.14 Safe means of entering and exiting
- 26.15 Open Excavations
- 26.16 Trenches
- 26.25 No worker shall enter
- 26.26 Trench Excavation by mechanical equipment

This Safe Work Procedure will be reviewed any time the task, equipment or materials change and at a minimum of every three years.

Reviewed By WSH Committee:

Date: