

TITLE	Start Work Check – Excavation		
Document Type	Department	Control No.	Revision
FRM	HSSE	HAS-GUI-011-FRM-006	1.0

WHEN TO COMPLETE – Before the start of any EXCAVATION activities			
Confirm each control / safeguard below before starting works	Guidance for confirming each control/safeguard	Person(s) Performing Work	Start Work Verifier
ENERGY ISOLATION			
I HAVE CONFIRMED:			
(1) The excavation has been evaluated for energy isolation requirements. Does excavation require energy isolation? ☐ Yes ☐ No If yes, complete Energy Isolation Start Work Check If no, continue to Step 2	- All potential energy sources have been identified, isolated, and locked and tagged per isolation plan. - The system has been drained, flushed, or purged to remove explosive materials or gases.		
PRIOR TO EXCAVATION ACTIVITIES			
I HAVE CONFIRMED			
(2) Underground utilities are visibly marked (e.g. pipelines, cables, communications, power)	- Local utilities have been consulted about the dig so they can identify their lines - Underground utilities are visibly identified with flagging or paint - Depth and width of utilities or structures are known before digging - Before starting mechanical excavation, actions have been taken to locate and expose underground line/utility and structures (e.g. probing, hand digging, soft digging, air knifing, hydro-vac)		
(3) Excavation equipment maintains minimum clearances from overhead obstructions	- The exact location, height and voltage of overhead power lines have been identified: - Maintain identified minimum distance between equipment and energy source - To help with this, use flagging or barriers on overhead power lines		
(4) Excavation area is secured, and barriers are in place to prevent unauthorised access	- Excavation area is visibly identified with caution tape, silt fencing, or other visual identification - Excavation area is secure from unauthorized access		

TITLE	Start Work Check – Excavation		
Document Type	Department	Control No.	Revision
FRM	HSSE	HAS-GUI-011-FRM-006	1.0

	- No personnel are in Line of Fire hazards (e.g. swing radius of excavator, discharge side of trencher) - Only essential personnel/crew are in the area where the excavation work is occurring		
(5) Soil stability has been assessed, and controls/safeguards are in place per excavation plan	- A competent person assessed the soil type to define the excavation safeguards - Excavations have a protective system (sloping, shoring or shielding) in place, as applicable - Storage of excavated material is at least 2ft (0.61m) from the edge of excavation - Ensure stability of adjacent utilities/structures potentially affected by excavation through means of shoring, bracing and underpinning.		
(6) Equipment stability and potential for unplanned movement have been assessed	- Equipment, load and ground surface have been assessed for stability - Verify: - Load securing - Workplace conditions/travel path - Equipment capacity - Equipment maintains safe distance from the unprotected edges of excavation or trenches to prevent cave ins		
HOLD POINT Continue if personnel can enter excavation			
I HAVE CONFIRMED:			
(7) The excavation has been evaluated to determine if it is a confined space. Is excavation a confined space? ☐ Yes ☒ No If Yes: complete Confined Space Entry Start Work Checks If No: continue to Step 8	- The excavation has been evaluated to determine if it is a confined space (trench depths greater than or equal to 4 ft (1.2m) with vertical walls and limited access/egress) - If the excavation is a confined space, follow the organization/company's confined space guidance, local regulations and complete the Confined Space Entry Start Work Check		
(8) A plan is in place to protect personnel entering the excavation from: Cave in	- Excavation has been inspected by the competent person prior to entry, and as conditions change - Protective systems are in place and may include:		

TITLE	Start Work Check – Excavation		
Document Type	Department	Control No.	Revision
FRM	HSSE	HAS-GUI-011-FRM-006	1.0

• Hazardous atmosphere • Water accumulation	- Bracing - Shoring - Underpinning - Benching • Retaining devices or shield systems in place • Daily inspections are performed to identify hazards and changing conditions • Initial gas testing is conducted by a Qualified Gas Tester • Required follow-up testing frequency is established per the plan • Crew will conduct daily inspections to identify hazards and changing conditions (e.g. contamination, water accumulation, or utilities encountered)		
(9) Excavations deeper than 4 ft (1.2m) have access and egress	• There is a safe means of access and egress when entering an excavation greater than 4 ft (1.2m) in depth, up to 25ft (6.7m) of lateral travel • Examples are: - Ladders - Stairways - Ramps - Sloping for ingress/egress		

Confirm these controls/safeguards are in place and verified prior to starting work.

Stop and seek help if anything changes.

	Printed Name & Role	Signature	Date
Person(s) Performing Work			
Start Work Verifier			

TITLE	Start Work Check – Excavation		
Document Type	Department	Control No.	Revision
FRM	HSSE	HAS-GUI-011-FRM-006	1.0

