

**Appendix B: Competent Person Identification/Evaluation – Trenching and Excavation**

This checklist was developed to assist the employer in determining if the person they have designated as a competent person is competent within the description and intent of the Occupational Safety and Health Administration's Excavation Standard.

Employee's name \_\_\_\_\_

How many years of experience in excavation and trenching operations? \_\_\_\_\_ Length of time with employer \_\_\_\_\_

Title and job duties:

<b>I. Training and Knowledge</b>	<b>Yes</b>	<b>No</b>
Does the designated competent person have training and knowledge in:		
1. Soils classification?		
2. Use of protective systems?		
3. All applicable requirements including definitions in <u>OSHA Standard 1926.650</u> ?		
4. Properly protecting utilities when they're involved.		
5. Recognizing working conditions that are unsanitary, hazardous, or dangerous to employees.		

<b>II. Authority: Does the designated competent person have the authority to:</b>	<b>Yes</b>	<b>No</b>
1. Take prompt corrective measures to eliminate existing and predictable hazards?		
2. Stop work and remove employees when hazards are identified until proper systems are in place?		

<b>III. Inspections: Does the competent person conduct daily inspections:</b>	<b>Yes</b>	<b>No</b>
1. Of the excavation and adjacent areas?		
a. Is there water in the excavation?		
If yes, is the water removal equipment being used and monitored to ensure safe operation?		
b. Was the soil reclassified following any influence of water or any condition that may have changed the initial classification?		
2. Of the protective system?		
a. Is damage evident to the structural members of the protective system?		
b. Is there evidence of failure of any portion of the protective system?		
If so, has the system been evaluated for suitability of use?		
3. Prior to the start of work and as needed during excavation operations?		
4. After every rainstorm or other hazard increasing occurrence?		
5. To identify confined spaces in the work environment?		



IV. Soils Classification	Yes	No
Did the competent person do the following:		
1. A visual test?		
2. A manual test		
a. If yes, which manual test(s) were performed?		
b. Name of person who classified the soil if someone other than your designated competent person?		
What qualifies them to perform the soils classification?		
3. What types of soils were identified?		
4. Have the soil conditions changed since the classification was made?		
5. Based on the soil classification, and the depth and the width of the excavation, has the proper cave-in protective system been selected?		
6. Does the cave-in protection meet the criteria outlined in <u>OSHA Standard 1926 Subpart P App F</u> ?		
What is the soils classification for this site?		

V. Access/Egress	Yes	No
1. If ramps are involved, are they constructed according to <u>OSHA Standard 1926.651(c)(2)</u> ?		
2. Is safe access/egress being provided into and out of the protective system?		
3. When using a ladder, does it remain within the protection of the system at all times?		

VI. Comments
Do you consider the individual to be competent within the requirements of <u>OSHA Standard 1926 Subpart P - Excavations</u> ?
If Not, Why?

Employer signature \_\_\_\_\_ Date \_\_\_\_\_

Company name \_\_\_\_\_ BWC policy number \_\_\_\_\_