



Competent Person Evaluation Excavation and Trenching

This checklist was developed to assist the employer in determining if the person they have designated as a **Competent Person (CP)** is competent within the description and intent of the **Excavation & Trenching Standard**.

Employee's name	How many years of experience in excavation & trenching operations?	Length of time with employer
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Title and Job duties:

I. Training and Knowledge	Yes	No
Does the designated CP have training and knowledge in:		
1. Soils classification?	<input type="checkbox"/>	<input type="checkbox"/>
2. Use of protective systems?	<input type="checkbox"/>	<input type="checkbox"/>
3. All applicable requirements including definitions in Part N, Chapter 296-155, WAC <i>Excavation, Trenching, and Shoring</i> ?	<input type="checkbox"/>	<input type="checkbox"/>
4. Properly protecting utilities when they're involved.	<input type="checkbox"/>	<input type="checkbox"/>

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

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

Continue on reverse

IV. Soils Classification		Yes	No
Did the CP do the following:			
1.	A visual test?	<input type="checkbox"/>	<input type="checkbox"/>
2.	A manual test	<input type="checkbox"/>	<input type="checkbox"/>
a.	If yes, which manual test(s) were performed?		
b.	Name of person who classified the soil if someone other than your designated CP?		
	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?	<input type="checkbox"/>	<input type="checkbox"/>
5.	Based on the soil classification, and the depth and the width of the excavation, has the proper cave-in protective system been selected?	<input type="checkbox"/>	<input type="checkbox"/>
6.	Does the cave-in protection meet the criteria outlined in Part N, Chapter 296-155, WAC Excavation, Trenching, and Shoring?	<input type="checkbox"/>	<input type="checkbox"/>
What is the soils classification for this site?			

V. Access/Egress		Yes	No
1.	If ramps are involved, are they constructed according to Part N, Chapter 296-155, WAC Excavation, Trenching, and Shoring?	<input type="checkbox"/>	<input type="checkbox"/>
2.	Is safe access/egress being provided into and out of the protective system?	<input type="checkbox"/>	<input type="checkbox"/>
3.	When using a ladder, does it remain within the protection of the system at all times?	<input type="checkbox"/>	<input type="checkbox"/>

VII. Comments		Yes	No
Do you consider the individual to be competent within the requirements of Part N, Chapter 296-155, WAC Excavation, Trenching, and Shoring?		<input type="checkbox"/>	<input type="checkbox"/>
If Not, Why?			

Employer Signature	Date