InspectionReport

Trenching and Excavation Daily Inspection Log

Site / Project		**Address**	
Inspector name		**Company**	
Date		**Time**	

Documentation aid only. Adapt this resource to the site, manufacturer instructions, and applicable local requirements. It does not replace a competent person, professional judgment, legal advice, or a required statutory form.

Jurisdiction: Adaptable. Covers OSHA 29 CFR 1926 Subpart P (US) and UK HSE HSG47 (Great Britain). Must be executed by a Competent Person. Apply only the section and thresholds for the governing jurisdiction; do not combine US and UK requirements as if they were one code.

Inspection checklist

Inspection header

Site name and location

Competent Person name and qualification

Inspection date and time

Inspection type (start-of-shift / post-event)

Soil classification and stability

☐ Soil type: Type A / Type B / Type C	☐ Pass	☐ Fail	☐ N/A	Notes:	
☐ Trench depth	☐ Pass	☐ Fail	☐ N/A	Notes:	
☐ Signs of wall instability: tension cracks, bulging, sloughing	☐ Pass	☐ Fail	☐ N/A	Notes:	
☐ Weather conditions (rain, vibration from nearby equipment)	☐ Pass	☐ Fail	☐ N/A	Notes:	

Protective systems

Protective system type: sloping / benching / shoring / trench box / shielding	Pass	Fail	N/A	Notes:
Shoring / trench box: installed correctly, no damage or deformation	Pass	Fail	N/A	Notes:
Safe egress provided for trenches 4 ft (1.22 m) or deeper, with no more than 25 ft (7.62 m) lateral travel	Pass	Fail	N/A	Notes:
Protective system provided at 5 ft (1.52 m) or deeper unless the excavation is entirely in stable rock; shallower excavations are also protected when a competent person identifies cave-in potential	Pass	Fail	N/A	Notes:
Protective system for excavations deeper than 20 ft (6.1 m) designed or approved by a registered professional engineer	Pass	Fail	N/A	Notes:

Egress and atmospheric safety

Safe means of egress (ladders, steps, ramps): within 25 lateral feet for all workers	Pass	Fail	N/A	Notes:
Atmospheric testing: oxygen, LEL, toxic gases (if hazardous atmosphere expected)	Pass	Fail	N/A	Notes:

Spoil piles and surcharge loads

Excavated material kept at least 2 feet (0.61 m) from trench edge	Pass	Fail	N/A	Notes:
Heavy equipment positioned at safe distance from trench edge	Pass	Fail	N/A	Notes:
No surcharge loads on trench walls	Pass	Fail	N/A	Notes:

Underground utilities (UK HSG47)

Underground utilities located and identified (CAT scan, potholing)	Pass	Fail	N/A	Notes:
Utilities physically marked on ground	Pass	Fail	N/A	Notes:
No utility strikes detected	Pass	Fail	N/A	Notes:

Post-event triggers

Inspection after rainstorm: Yes / No	Pass	Fail	N/A	Notes:

☐	Inspection after nearby blasting or heavy equipment movement: Yes / No	☐ Pass	☐ Fail	☐ N/A	Notes:
☐	Corrective actions taken	☐ Pass	☐ Fail	☐ N/A	Notes:
☐	Competent Person signature	☐ Pass	☐ Fail	☐ N/A	Notes:

Findings

#	Item	Location	Severity	Action required
1				
2				
3				
4				
5				
6				
7				
8				

Signature

Inspector signature _____ **Name** _____

Date _____

References consulted

OSHA 29 CFR 1926 Subpart P – Excavations

UK HSE – HSG47: Avoiding danger from underground services

OSHA 1926.651 – Specific requirements for trenching

UK HSE – Trenching safety (HSG100)

Verify the current edition and local adoption before use.