

Excavation Permit Form Sample

Purpose: This **excavation permit form sample** includes detailed sections on shoring and trenching requirements to ensure safety and compliance with regulations. It outlines necessary precautions and procedures for secure excavation practices. Use this form to facilitate proper planning and execution of excavation projects.

| | | | |
|-------------------------------|--|-----------------|--|
| 1. Project and Permit Details | | | |
| Project Name: | | Permit No.: | |
| Location: | | Date Issued: | |
| Start Date: | | End Date: | |
| Contact Person: | | Contact Number: | |

| | |
|---|-------------------|
| 2. Description of Excavation Work | |
| Type of Excavation: | <div>Trench</div> |
| Dimensions: Depth _____ meters, Width _____ meters, Length _____ meters | |
| Soil Type: _____ | |
| Purpose of Excavation: _____ | |

| | | | |
|--|---|------------------------|--|
| 3. Shoring and Trenching Details | | | |
| Shoring Required | <div><input type="checkbox"/> Yes <input type="checkbox"/> No</div> | Type of Shoring | <div><input type="checkbox"/> Timber</div> <div><input type="checkbox"/> Hydraulic</div> <div><input type="checkbox"/> Mechanical</div> <div><input type="checkbox"/> Other: _____</div> |
| Trench Depth (>1.2m requires shoring): | | | |
| Trench Access/Egress: | <div><input type="checkbox"/> Ladder</div> <div><input type="checkbox"/> Ramp</div> <div><input type="checkbox"/> Steps</div> | | |
| Protective Systems in Use: | <div><input type="checkbox"/> Sloping</div> <div><input type="checkbox"/> Benching</div> <div><input type="checkbox"/> Trench Shield</div> <div><input type="checkbox"/> None</div> | | |
| Support Designed/Certified By: | _____ | | |
| Daily Inspections Scheduled | <div><input type="checkbox"/> Yes <input type="checkbox"/> No</div> | Inspector Name/Contact | _____ |

Note: Trenching deeper than 1.2 meters (4 feet) requires shoring or equivalent protection per safety regulations.

| | |
|---|--|
| 4. Precautions and Safety Measures | |
| <div><div><input type="checkbox"/> Locate and mark all underground utilities</div><div><input type="checkbox"/> Barricade and sign the work area</div><div><input type="checkbox"/> Provide emergency rescue equipment onsite</div><div><input type="checkbox"/> Monitor for hazardous atmospheres</div><div><input type="checkbox"/> Supervise by competent person</div></div> | |

- ☐ Soil stability assessment completed
- ☐ Rainwater and groundwater control arranged
- ☐ Personal protective equipment required (specify): _____

5. Authorization

| | | | |
|--|--|-------------|--|
| Requester Name / Signature | | Date | |
| Supervisor Name / Signature | | Date | |
| Safety Officer Name / Signature | | Date | |

For questions or additional guidance, refer to relevant local or national excavation and trenching safety standards and regulations.