

Excavation Permit Form Sample

Download the **excavation permit form sample** featuring a comprehensive safety checklist to ensure compliance and prevent accidents. This template streamlines the approval process while promoting workplace safety during excavation projects. Perfect for contractors and site managers seeking organized documentation.

Section 1: General Information

Project Name	
Location	
Permit No.	
Date of Excavation	
Start Time	
Expected Completion Time	
Supervisor/Responsible Person	
Contact Number	
Name of Contractor	

Section 2: Description of Work

Description of Excavation Activity

Section 3: Safety Checklist

Checklist Item	Checked (✓/ X)	Remarks
Permit-to-Work obtained and valid		
Plans/locations of underground services reviewed (e.g., gas, electricity, water, telecom)		
Utility services isolated or protected if required		
Barricades, signs, and warning lights in place		
Safe means of entry and exit provided		
Proper shoring, benching or sloping ensured		
Atmospheric testing (if required)		
Daily inspection of excavation by competent person		
Personal Protective Equipment (PPE) being used		
Emergency procedures in place and communicated		
Weather/ground conditions checked for stability		
No heavy equipment operating near edge of excavation		

Section 4: Authorization & Signatures

Supervisor/Manager Name	
Signature	
Date	

NOTICE:

This permit is valid only for the duration and scope specified above. Any significant changes require a new permit. All safety precautions on the checklist must be implemented prior to starting work.