



Trench Competent Person Assignment Form

**This model form/template must be customized to meet your Agency’s needs.**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (name of individual)

has been designated a “Competent Person” for Trenching and Excavation Operations by

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (name of District / Employer)

based on the individual’s training, experience, and demonstrated skills in the following:

1) Site conditions and soil analysis

2) Use of protective systems and understanding of Manufacturer’s Tabulated Data

3) Requirements of Cal/OSHA’s Excavation Standards 1539 - 1541

As such, the individual has the ability and experience to detect:

1) Conditions that could result in cave-ins

2) Failures in protective systems

3) Hazardous atmospheres

4) Other trench hazards including those associated with confined spaces

5) The authority to take prompt corrective measures to eliminate existing and predictable hazards and to stop work when required.

Inspections shall be made by the Competent Person and must be documented. The following specifies the frequency and conditions requiring inspections:

1) Daily, before the start of work and throughout the shift

2) As dictated by the work being done in the trench

3) After every rainstorm or other events that could increase hazards, (e.g. snowstorm, windstorm, thaw, earthquake, vibration, etc.)

4) When fissures, tension cracks, sloughing, undercutting, water seepage, bulging at the bottom, or other similar conditions occur.

5) When there is a change in the size, location, or placement of the spoil pile

6) When there is an indication of change or movement in protective systems or adjacent structures.

Review of supporting documents related to Competent Person designation: (attach copies)

\_\_\_\_\_ Training, classes and workshops attended

\_\_\_\_\_ Years of experience in supervisor or lead person: number of years/months \_\_\_\_

\_\_\_\_\_ Formal education, union apprenticeship, etc.

**Trench Competent Person Evaluation Date Evaluated / Passed by**

* Understands and Implements Employer’s Trench SOP \_\_\_\_\_ \_\_\_\_\_
* Completes Trench Form and Performs Inspections \_\_\_\_\_ \_\_\_\_\_
* Tests soils and determines appropriate protective system \_\_\_\_\_ \_\_\_\_\_
* Knows and follows the 8-1-1 process \_\_\_\_\_ \_\_\_\_\_

Evaluated and Designated by:

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Individual assigned as Trench Competent Person:

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Title \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_