

# Town of Morehead City

## TRENCHING SAFETY POLICY

### No. 1            **Policy**

It is the Policy of the Town of Morehead City to comply with the Occupational Safety and Health Act (OSHA) Standards as set forth in the Federal Register Vol. 54, No. 209, October 31, 1989 for Trench Safety.

### No. 2            **Personnel Affected**

These procedures and guidelines apply to all City employees (temporary, permanent, part-time and full-time) who, while performing their duties, are exposed to trenches. Visitors, vendors, contractors and any other nonemployee will not be allowed to enter any trench owned by the City unless a valid "Hold Harmless Agreement" is on file for such person(s).

### No. 3            **Responsibilities**

It shall be the responsibility of each Crew Foreman to insure that provisions of this policy are carried out within their respective crews. They shall be responsible to initiate disciplinary action for any violation of these procedures. **Each Crew Foreman shall possess in his City vehicle a copy of his certification of training and a copy of the guidelines for competent persons for trench safety.**

### No. 4            **General Requirements**

A) Follow excavation safety requirements to protect employees against cave-ins as set forth in the OSHA Standards and the 5-point guide for the competent person as follows:

1. Daily inspections before work begins, during the day, after hazard causing occurrences such as rains, drying, etc.
2. Daily inspections of protective systems, unsanitary conditions, and testing for hazardous atmospheres or conditions when there is reasonable cause to believe they exist.

3. Determine the degree to which actual slopes are reduced due to surcharge loading, operating equipment or traffic.
  4. Monitor the equipment and operations for water removal or trench dewatering.
  5. Design only structural ramps used by employees. Structural ramps used by equipment will be designed by a registered professional engineer. Design must follow certain guidelines.
- B) Use a ladder when the depth of cut is greater than or equal to 4 feet. Ramps, runways, ladders or stairs as means of access/egress must be within 25 feet of an employee work area if a trench is four feet deep.
- C) A Trench Box is required when the depth of excavation is 5 feet deep or more.
- D) Trench's need to be dewatered. If an employee has to work in a trench with water accumulation, precautions must be made to protect the employee. These precautions may include special support or shield systems, water removal and use of safety harness and lifeline.
- E) Material or equipment which might fall or roll into an excavation must be kept at least two feet from the edge of excavations, or have retaining devices, or be prevented from falling with a combination of both precautions.
- F) Use support systems such as shoring, bracing, or underpinning to ensure the stability of adjacent structures such as buildings, walls or sidewalks.
- G) Maximum allowable slopes and allowable configurations for sloping will be determined through use of Appendices A (Soil Classification) and B (Sloping and Benching) of the above federal register. A slope of 34 degrees or less is considered safe for any type of soil.