Vacuum Excavation Pre-Start check list

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| **HSP49a Vacuum Excavation Pre-Start Checklist**  **(This form is referenced in** [***HSI 49 Vacuum Excavation***](https://thameswater.sharepoint.com/:b:/r/hss/HSSWDocuments/HSI%2049%20-%20Vacuum%20Excavations.pdf?csf=1&web=1&e=4dK8C5)**)** | | | | | | |
| **Site** |  | **Contractor** |  | | | |
| **Project** |  | **Date** |  | | | |
| **Permits & RAMS** | | | | **Yes** | **No** | **N/A** |
| 1. Have relevant Essential Standard (ES) and Health and safety information (HIS) been exchanged and identifying in the RAMS? | | | |  |  |  |
| 1. Have any primary authorisations (TOCOP/TWOSA) been issued to the principal contractor, displayed and current with site plan attached? | | | |  |  |  |
| 1. Are there clear roles and responsibilities identified within the RAMS/Permits? | | | |  |  |  |
| 1. Is there a valid permit to break ground? | | | |  |  |  |
| 1. Has the Permit been signed by the appropriate site manager? | | | |  |  |  |
| 1. Are there any hold points required within the permit, if so, are they clearly identified and briefed to team? | | | |  |  |  |
| 1. Has everyone involved in the activity been briefed and signed onto the RAMS? | | | |  |  |  |
| **Suction Vacuum / Excavation** | | | | **Yes** | **No** | **N/A** |
| 1. Are suitable and sufficient utility plans available on site? | | | |  |  |  |
| 1. Have surveys been undertaken prior to the excavation? | | | |  |  |  |
| 1. Have the necessary unexploded ordinance survey been conducted where necessary? | | | |  |  |  |
| 1. Has the Suction / vacuum operators rescan the area to be excavated before work starts? | | | |  |  |  |
| 1. Do the RAMS identify traffic management arrangements, incorporating suitable access and egress to the location of work? | | | |  |  |  |
| 1. Is the site setup suitable and sufficient, all exclusion zones controls related to practical disruption, noise, and people plant interface, be it on site or offsite? | | | |  |  |  |

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| **Suction Vacuum / Excavation (continued)** | **Yes** | **No** | **N/A** |
| 1. Are the traffic and pedestrian routes around the work area clear and understandable? |  |  |  |
| 1. Is there an emergency spill plan in place to prevent contamination? |  |  |  |
| 1. Have specific emergency procedures been defined for the site? 2. Are reliable communications in place between suction/vacuum excavator operator and guidance operator? |  |  |  |
| 1. Are all Securing devices fitted to all hose’s using compressed air (whipcords)? |  |  |  |
| 1. Is the vacuum excavation unit / air Lance equipment services and certificated and within date? |  |  |  |
| 1. Are there overhead cables on site? |  |  |  |
| 1. Has a safe method of working in the vicinity of Overhead cables been considered and adopted? |  |  |  |
| 1. Excavations supported (Timber/Sheet Piles/ Frames/) and temporary works in place including mandatory temporary works daily checks register? |  |  |  |
| **Training and Competence** | **Yes** | **No** | **N/A** |
| 1. Have the vacuum excavation team Thames Water passport training / Amp7 Induction? |  |  |  |
| 1. Has the vacuum excavation team been inducted / briefed about management arrangement? |  |  |  |
| 1. Are the vacuum excavation team suitably and sufficiently trained and competent to undertake the task? |  |  |  |
| 1. Are the vacuum excavation team suitably and sufficiently trained and competent to undertake air Lance work (Air Pick)? |  |  |  |
| 1. Can the vacuum excavation / air Lance work operators show proof of training? |  |  |  |

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| **Personnel / Supervision** | **Yes** | **No** | **N/A** |
| 1. Is the work being undertaken by a two-person team? |  |  |  |
| 1. Is there evidence that personnel are using the situational awareness technique and can articulate hazards in their 3 & 10 and have put the correct mitigation in place to make safe? |  |  |  |
| 1. Is there adequate personnel and supervision during the entirety activity? |  |  |  |
| 1. Are the Supervisors suitably and sufficiently trained and competent? |  |  |  |
| 1. Can supervisors show proof of suitably and sufficiently training? |  |  |  |
| **PPE & Equipment** | **Yes** | **No** | **N/A** |
| 1. Are the team in appropriate PPE for the task? Flame and Arc resistant as per Essential Standard 1. |  |  |  |
| 1. Is the PPE suitably and sufficiently for the specific task being undertaken? |  |  |  |
| 1. Is there sufficient RPE on site for the team when confined space has been authorized? |  |  |  |
| 1. Has hearing protection been provided and being worn at the time of inspection? |  |  |  |