Appendix D

Training Components

UC Irvine will coordinate all trenching and shoring training and provide a training program that will teach employees, who might be exposed to Trenching and Shoring hazards, how to recognize such hazards and how to minimize them. Employees will be trained in the following areas:

(a) the nature of Trenching and Shoring hazards in the work area;

(b) the correct procedures for erecting, maintaining, disassembling, and inspecting Trenching and Shoring protection systems;

(c) the use and operation of Trenching and Shoring equipment

(d) the role of each employee in the Trenching and Shoring safety monitoring system when the system is in use;

(e) the limitations of safety equipment during the performance of work;

(f) the correct procedures for equipment and materials handling and storage;

(g) employees’ roles in the UC Irvine Trenching and Shoring Program; and

(h) the details in this plan.

Additional Trenching and Shoring training details:

(a) The company or contractor hired by UC Irvine will conduct all Trenching and Shoring training.

(b) New employees will be oriented to the UC Irvine Trenching and Shoring Program as part of the new employee orientation program.

(c) All Facilities Maintenance employees will be trained in General Awareness Level Trenching and Shoring training every three years.

(d) All designated Competent Persons will sign off on all safety training related to Trenching and Shoring.

(e) Any employee who has not received appropriate training in the UC Irvine Trenching and Shoring Program will not be allowed to work with Excavations until the employee has been trained and understands the program.
(f) The Trenching and Shoring Program is based on published standards and these standards are considered to be a minimum program. The UC Irvine Excavations Plan has been designed to exceed the minimum requirements.

**Trainer:** The trainer must prepare a written certification that identifies the employee trained and the date of the training. The trainer must sign the training certification record for each employee. This certification record and training documentation are evidence of an employee receiving Trenching and Shoring training. Completion of this training equals competency in Trenching and Shoring activities.