

Excavation work instructions

These instructions must be followed whenever the surface of the ground or a building floor must be broken.

STARTING THE WORK

Before starting an excavation or hammering work, a kick-off meeting must be held to go through the area's excavation instructions and any cables, sewers, utility lines and other structures located there. The order must provide the contractor with the relevant cable, pipe and sewer line maps and map the area using an utility locator before the excavation work is started. Before the work can start, there must be a valid work permit for the site in question, and the excavator operator must have these excavation work instructions.

Excavation

The area of the excavation is cordoned off with fencing and, if necessary, the fences are equipped with warning lights. All excavations are constructed in accordance with general quality requirements MaaRYL 2000 or a separate plan. If water must be pumped out from the excavation, the supervisor must be consulted for a suitable water discharge location. If necessary, the gas/oxygen levels in the excavations must be verified by measuring.

DIGGING

Digging is done by digging thin layers at a time. A spotter must monitor the progress of digging and, if necessary, verify the location of any cables, sewer lines or other obstacles with a shovel and an utility locator. A cable marked on the map and/or detected with an utility locator may in fact be a mat of cables with a width of about one metre. The contractor must have an utility locator that must be used for detecting underground utilities at least every 0.5 metres of depth when digging any deeper. **WHEN DIGGING NEAR A CABLE, THE EXACT LOCATION OF THE CABLE MUST BE VERIFIED BY HAND-DIGGING CAREFULLY WITH A SHOVEL!**

The attached checklist must be filled out before starting the work and the list must be kept at the site. The excavator operator fills out the list.

SOIL MANAGEMENT

Different types of soil are handled according to the orderer's instructions. (determining the types of soil to be excavated in the Suurteollisuuspuisto Industrial Park in Harjavalta)

ACCIDENTS AND INCIDENTS

In the event of an accident, the work supervisor must be notified immediately.

Never touch a damaged cable – stay at least two metres away until an electrically skilled person gives permission.

On-duty electrician: 040 712 7459; main gate: 02 535 8200; plant emergency number 02 535 8112

Excavator operator checklist

Go through the listed procedures before starting the work and complete as the work progresses.

Site _____

Ordering company _____

Work supervisor _____

Tel. _____

THE OPERATOR FILLS

1. I have familiarised myself with the excavation work instructions.	
2. The initial mapping of the area with an utility locator has been carried out and the cable and sewer line maps are available.	
3. The execution of the work has been gone through with the foreman / work supervisor.	
4. The work has a valid work permit.	
5. An utility locator is available at the site.	
6. The equipment is in proper condition and suitable for the work site.	
7. The work site is cordoned off properly.	
8. The excavation poses no danger to those working in there.	
9. A location for any water to be pumped out from the excavation has been agreed upon.	
10. A location for excavated soil has been agreed upon.	