

Test Administration Instructions



SAFETY EXCELLENCE INITIATIVE

How to Administer Tests to Trainees

In this document, you will find a 20-question multiple-choice test that corresponds with a particular MCAA Safety Training Video.

1. Ensure that you have the test that corresponds with the planned video training.
2. Make one copy of the test for each trainee.
3. Give one test to each trainee. Remind them to put their name on each page of their copy in case pages become separated.
4. Collect all test papers after they are completed.
5. Grade the tests using the answer keys provided in the "Answer Keys" document at www.mcaa.org/private/videos.
6. Return the graded test papers to each trainee. Make sure they understand the correct answers to all of the test questions they answered incorrectly.
7. Collect **ALL** of the test papers and place them in a secure file.
8. Keep the completed test papers with your documentation for this video to show proof of worker training.

Don't Let Safety Slide: Working Safety in Excavations Test



SAFETY EXCELLENCE INITIATIVE

Name: _____

Directions – Circle the letter corresponding to the best answer for each question.

1. A cubic yard (3 feet by 3 feet by 3 feet) of soil weighs about _____.
 - a. 2,000 lbs.
 - b. 3,000 lbs.
 - c. as much as a small pickup truck.
 - d. both b and c.
2. Cave-ins in shallow trenches or excavations where workers are present _____.
 - a. are never fatal.
 - b. are sometimes fatal.
 - c. rarely occur because the trench or excavation is too shallow.
 - d. occur only in Type C soil.
3. A protective system to prevent a trench or excavation cave-in is required when the trench or excavation is _____ feet or deeper.
 - a. 3
 - b. 4
 - c. 5
 - d. 6
4. The type of protective system where a trench box is used is called a _____ System.
 - a. Shield
 - b. Shoring
 - c. Sloping
 - d. Benching
5. An example of a protective Shoring System is _____.
 - a. a trench box.
 - b. excavating the sides away from the trench or excavation.
 - c. a metal, hydraulic, mechanical or timber structure designed to prevent cave-ins.
 - d. excavating the sides to form horizontal levels or steps around the trench or excavation.

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Name: _____

6. The type of protective system in which the sides of the trench or excavation are excavated to form horizontal levels or steps is called a _____ System.
 - a. Shield
 - b. Shoring
 - c. Sloping
 - d. Benching
7. An example of a protective Sloping System is _____.
 - a. a trench box.
 - b. excavating the sides away from the trench or excavation.
 - c. a metal, hydraulic, mechanical or timber structure designed to prevent cave-ins.
 - d. excavating the sides to form horizontal levels or steps around the trench or excavation.
8. Before entering any trench or excavation, check with the _____ to ensure that an evaluation has been done and it is safe to enter.
 - a. supervisor
 - b. jobsite superintendent
 - c. Competent Person
 - d. miss Utility
9. An adequate means for an emergency exit from any trench or excavation over _____ feet or deeper must be in place.
 - a. 3
 - b. 4
 - c. 5
 - d. 6
10. When a trench or excavation is deep enough to require a means for emergency exit, a stairway, ladder, ramp or other safe means of exit must be within _____ feet of every worker inside.
 - a. 10
 - b. 15
 - c. 20
 - d. 25

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Name: _____

11. Immediately leave the trench or excavation if you _____.
 - a. hear that a storm may be coming your way.
 - b. hear heavy equipment moving nearby.
 - c. see cracks in the walls.
 - d. none of the above.
12. Another reason to immediately leave a trench or excavation is if _____.
 - a. the soil is saturated.
 - b. the air temperature climbs above 90 degrees Fahrenheit.
 - c. the temperature drops below 32 degrees Fahrenheit.
 - d. none of the above.
13. The final reason(s) to leave a trench or excavation immediately is _____.
 - a. the wind speed has increased to 15 knots or more.
 - b. you have discovered standing water.
 - c. you have discovered any other changes in soil conditions.
 - d. both b and c.
14. Surface encumbrances are _____ that could change soil conditions in trenches and excavations.
 - a. nearby activities or situations
 - b. large cracks in Type A soil
 - c. above ground utilities
 - d. none of the above
15. Examples of surface encumbrances are _____.
 - a. telephone and utility poles.
 - b. crevices in a cohesive soil.
 - c. spoil piles less than 2' from the trench/excavation, heavy equipment or blasting nearby.
 - d. all of the above.

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Name: _____

16. Workers who must cross walkways over the top of excavations/trenches that are 6 feet or higher should be prevented from falling by _____
- a. a personal fall arrest system.
 - b. a warning line system.
 - c. a guardrail system.
 - d. a safety monitor.
17. If a trench or excavation is in a remote location, it should be surrounded by _____ to keep people from accidentally walking/falling in.
- a. warning signs
 - b. physical barriers
 - c. warning lights
 - d. none of the above
18. Some potential trench/excavation hazards other than cave-ins include _____
- a. oxygen deficiency.
 - b. carbon monoxide gas and sewer gases.
 - c. leaky gas mains and flammable or toxic gases.
 - d. all of the above.
19. If you are required to dig a trench or excavation you must first _____
- a. ask your supervisor where the underground utilities are buried.
 - b. determine yourself where the utilities are buried.
 - c. make sure the underground utilities have been clearly marked.
 - d. ask the jobsite superintendent where the utilities are buried.
20. If you witness or are in the area when a trench or excavation caves in on a worker, you should _____
- a. immediately start digging around where the person is buried.
 - b. call 911.
 - c. refuse to enter the trench or excavation.
 - d. both b and c.