

Confined Space Permit-required Entry Procedure

Department: Chemical and General Safety

Program: Confined Space

Owner: Program Manager, Scott Blankenship

Authority: ES&H Manual, Chapter 6, Confined Space

Step	Person	Action
1	Competent entry supervisor Attendants Entrants Emergency services personnel Employees involved in confined space entry	Completes confined space entry training Note: if the competent entry supervisor has reason to believe an entrant/attendant has an inadequate understanding of the requirements, his or her participation in the confined space entry will not be permitted.
2	Competent entry supervisor	Evaluates the confined space to assess potential hazards and determines the necessary control measures Note: the Confined Space Database will be used to document the evaluation of potential hazards of the space and associated controls.
3	Competent entry supervisor	Ensures that the space's atmosphere is tested prior to entry, using properly calibrated monitoring equipment, and defines any required monitoring in the permit Note: contact the confined space program manager for assistance.
4	Competent entry supervisor	<ul style="list-style-type: none"> • Completes the confined space entry permit • Ensures that potential hazards are identified and associated control measures are implemented • Verifies that all required equipment and personnel

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		(attendants, entrants, emergency services) are available for the confined space entry
5	Competent entry supervisor	<p>Verifies that</p> <ul style="list-style-type: none"> • All appropriate information has been completed on the permit • All tests specified by the permit have been conducted • All personnel are trained, entry conditions are acceptable • All procedures and equipment specified by the permit are in place before signing the permit or authorizing entry <p>Note: if desired, competent entry supervisors may refer to the Entry Supervisor Pre-Entry Checklist to assist in verifying and documenting pre-entry conditions.</p>
6	Competent entry supervisor	<p>Conducts a pre-entry briefing for all personnel involved in the entry operation. At a minimum, topics include</p> <ul style="list-style-type: none"> • The work to be performed • The anticipated hazards, including signs, symptoms and consequences of exposure to the hazards • Hazard control measures • Emergency rescue procedures • Prohibited work activities <p>Note: notification of the confined space program manager is required prior to entering a permit-required confined space with a known atmospheric hazard(s).</p>

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7	Authorized entrants (listed on the permit)	<p>Enter the permit-required confined space only if</p> <ol style="list-style-type: none"> 1. Entry conditions are acceptable and all of the control measures specified on the permit are implemented 2. Entry is only made during the time specified on the permit 3. All members of the confined space entry team have received proper confined space entry training 4. Adequate rescue provisions have been made
8	Attendant	<p>Controls entry into the PRCS by remaining at the work site and keeping an accurate accounting of entrants in the PRCS on the permit. The attendant maintains communication with the entrant(s) and performs no other duties that might interfere with his or her ability to observe and protect the entrant(s).</p> <p>Note: the attendant never enters the confined space unless fully trained as an entrant, has been replaced by another qualified attendant, and the entry is noted on the permit.</p>
9	Competent entry supervisor	<p>Periodically verifies that entry operations remain consistent with terms of the permit and that acceptable entry conditions are maintained:</p> <ul style="list-style-type: none"> • During the entry at intervals dictated by the hazards and operations performed within the space • Whenever responsibility for a permit space entry is transferred to another entry

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10	Attendant	<p>supervisor.</p> <p>Orders the entrant(s) to evacuate the space if the attendant:</p> <ul style="list-style-type: none"> • Detects a prohibited condition or • Detects the behavioral effects of hazardous exposure (to an chemical, biological or physical stressor) in an authorized entrant or • Detects a situation outside the space that could endanger the authorized entrant(s) or • Cannot effectively and safely perform all the required duties <p>Note: anyone, including an entrant, may terminate the entry and initiate a new evaluation for potential hazards if work operations or conditions in the space change so that the magnitude of identified hazards increase or new hazards are identified or introduced into the space.</p>
11	Competent entry supervisor	<p>Cancels the permit at the completion of the job, the end of the work shift, or when a change in the work conditions or methods or acceptable entry conditions occurs</p>
12	Competent entry supervisor	<p>Performs a review of the cancelled permit and conducts and documents a post-entry debriefing with entrants and attendants</p>
13	Competent entry supervisor	<p>Upon completion of review of the permit, forwards a copy of the terminated permit to the confined space program manager (B024, MS 84).</p>

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14	Confined space program manager	Maintains the canceled confined space entry permits for at least one year