

Permit Required Confined Space Entry Program

Company Name			
Address			
Phone Number			
Confined Space Coordinator			
Controlling Contractor			
Host Employer			
<i>Note: This program is to be used in conjunction with the company confined space entry policy, and OSHA regulations.</i>			
Permit Space Information			
<i>The following is a list of confined spaces covered by this entry plan. Spaces with similar characteristics and hazards will be listed under this program. Spaces with different hazards and configurations will be covered by their own entry program.</i>			
Space ID	Location	Description of Space	
Preventing Unauthorized Entry			
<i>Permit spaces may only be entered by authorized entrants in accordance with an active permit. The following precautions will be taken to prevent unauthorized entry.</i>			
<input checked="" type="checkbox"/>	Steps	Notes	
<input type="checkbox"/>	Space is locked.		
<input type="checkbox"/>	Space is mechanically sealed.		
<input type="checkbox"/>	Warning signs are posted.		
<input type="checkbox"/>			
<input type="checkbox"/>			
Permit Required Confined Space Hazards			
<input checked="" type="checkbox"/>	Hazards	Description	Acceptable Entry Conditions

<input type="checkbox"/>	Other	
<input type="checkbox"/>	Other	
Testing and Monitoring		
<i>Testing will be done prior to entry to ensure conditions are safe. Authorized entrants or the representatives will be given the opportunity to observe initial testing and monitoring.</i>		
Atmospheric Testing		
<i>Atmospheric testing will be done in the following order.</i>		
Step	Test	Notes
1	Oxygen	
2	Combustible gasses and vapors	
3	Toxic gasses and vapors	
4	Provide results to entrants.	
Atmospheric Monitoring		
<i>The company will use continuous monitoring, unless equipment is not commercially available or periodic monitoring as frequent enough to be sufficient for safety. If continuous monitoring is not used, testing intervals will be specified. Either option will provide entrants enough time to escape in the event of a ventilation failure.</i>		
<input checked="" type="checkbox"/>	Method	Description
<input type="checkbox"/>	Preferred Method: Continuous Monitoring	
<input type="checkbox"/>	Periodic Monitoring	
	Frequency of Monitoring	(Enter Frequency)
Permit Space Entry Team		
Attendant Duties		
<i>Permit space attendants will be designated on the entry permit. They must be trained on permit space operations, and their duties as attendants.</i>		
<ul style="list-style-type: none"> • Knows the hazards that may be faced during entry, including information on the mode, signs or symptoms, and consequences of the exposure. 		
<ul style="list-style-type: none"> • Is aware of possible behavioral effects of hazard exposure in authorized entrants. 		
<ul style="list-style-type: none"> • Maintains an accurate count of authorized entrants in the space. 		

<ul style="list-style-type: none"> Verifies that the appropriate entries have been made on the permit, all specified tests have been conducted, and all procedures and equipment are in place before endorsing the permit and allowing entry to begin.
<ul style="list-style-type: none"> Verifies that rescue services are available and they can be contacted.
<ul style="list-style-type: none"> Removes unauthorized individuals who enter or attempt to enter the space.
<ul style="list-style-type: none"> Terminates the entry and cancels the permit when appropriate.
<ul style="list-style-type: none"> Verifies that entry operations remain consistent with the permit while work is being done, or while responsibility for the operation is transferred.

Confined Space Rescue Plan

ONLY AUTHORIZED PERSONNEL MAY PERFORM PERMIT SPACE RESCUE. DO NOT ATTEMPT RESCUE IF YOU HAVE NOT BEEN TRAINED AND AUTHORIZED.

<input checked="" type="checkbox"/>	Rescue Method	Notes
<input type="checkbox"/>	Employer Rescue Team	Rescuers will be trained on permit space entry, proper PPE, CPR and first aid, and will have practiced rescue in similar space at least once every 12 months. Rescue Team members and their contact info will be listed on the permit.
<input type="checkbox"/>	Outside Rescue Services	Outside rescue services will be evaluated and selected based on the OSHA criteria.
	Rescue Service Name	
	Location	
	Expected Response Time	
	Dates & Time of Availability	
	Contact Number or Method	

Permit Space Work Coordination

Before permit space entry operations begin, the entry employer will coordinate with the controlling contractor. If there is no controlling contractor, the host employer will assume the duties.

	Step	Notes
1	Obtain all the controlling contractors information regarding permit space hazard information and entry operations.	

8	Isolate the space from sources of atmospheric hazards.	
9	Purge, inert, or flush the space of atmospheric hazards.	
10	Conduct atmospheric testing. Check for oxygen first, then combustible gasses, and then toxic gasses.	
11	Allow the entrants or representatives to monitor the testing. At any time they may request and receive a reevaluation of the space.	
12	Establish required ventilation.	
13	Retest the space after ventilation is established.	
14	Set up barriers to prevent unauthorized entry.	
15	Verify the monitoring equipment gives the entrants sufficient time to escape in the event of a ventilation failure.	
16	Station a permit space attendant.	
17	Verify the conditions are safe for entry.	
18	The entry supervisor will sign the permit to authorize entry.	
19	Display the authorized permit outside the entry space.	

Procedures for Permit Space That Cannot Be Isolated

Some spaces in construction operations may not be isolated, such as sewers. For these spaces, the following additional steps will be taken.

	Step	Notes
1	Perform pre-entry testing to the extent feasible.	
	Establish an early warning system that continuously monitors for non-isolated engulfment hazards. The detection system must give entrants enough time to escape if something is detected.	
2	Continuously monitor entry conditions in the area where the employees are working.	

Ending Entry Operations

When the space work is complete, the work evolution will be ended in accordance with the following procedure.

	Step	Notes
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1	Verify all work is complete.	
2	Verify all workers, tools, and equipment are clear of the space.	
3	Reinstall space access cover.	
4	Secure the space cover.	
5	Remove protective barricades.	
6	The entry supervisor cancels the permit.	
7	The entry supervisor discusses the work with the authorized entrants and attendants.	
8	Any thoughts or suggestions on hazards, procedures, or other items are noted on the back of the canceled permit.	
9	The cancelled permit is filed with the entry employer.	
10	Duplicate copies of the cancelled permit will be provided to either the controlling contractor, host employer, or other entry employers that may enter the space.	

SAMPLE PAGES