

Confined Space Entry Procedure

Entering a Permit Required Confined Space (PRCS)

1. The Entry Supervisor completes all items on the Confined Space Entry Permit and Record Sheet.
2. Ensure that one Attendant, one Standby Person and an Entrant participates in **each Permit Required Confined Space** entry.
3. As indicated on the permit, maintains rescue equipment at the space during the Permit Space operation.
4. Ensure that Entrant(s) wear retrieval equipment or an escape breathing device, and use any other safety equipment as necessary and as specified on the permit.
5. The Attendant verifies acceptable entry conditions by identifying, and controlling or eliminating any hazards, and by testing the atmosphere with the gas detector and by complying with the entry permit conditions.
6. The Attendant directs the Entrant(s) to enter and exit the space.
7. The Attendant orders an immediate evacuation of the space if safety equipment fails or if the space becomes, or has the potential to become, immediately hazardous (IDLH).

Entering an "Alternate Entry Procedure" Permit Space

- A. **This Alternate Entry Procedure** may be used if the **only hazard** present in the confined space is: **1)** atmospheric in nature, and **2)** the atmospheric hazard **can be controlled** by mechanical ventilation alone, and if **3)** the Permit Space atmosphere will not become immediately dangerous to life and health (IDLH) if the mechanical ventilation should fail.
- B. After evaluating the "Permit Required Confined Space" and establishing appropriate atmospheric controls, the Entry Supervisor may classify the Permit Space as an Alternate Entry Space by checking the appropriate box in Section #2 of the Confined Space Entry Permit and Record Sheet, and complete the Entry Permit.
- C. The Entrant (see note below) may enter the confined space without the assistance or use of an Attendant, following the procedure listed below.
- D. When entering the Alternate Entry Confined Space the Entrant will:
 1. establish and ensure that the mechanical ventilation system is operational and providing clean, fresh air to the Entrant(s) work location within the space, during the entire entry.
 2. test the atmosphere of the Permit Space prior to entry into the space.
 3. use and continually operate a personal gas detector during the entire confined space operation.
 4. immediately evacuate the space if the ventilation fails, or if the portable air sampling equipment fails.
 5. immediately evacuate the space if you discover, or become aware of a previously unrecognized hazard. If this occurs, immediately notify your Supervisor. Reevaluate the space and implement appropriate safety precautions prior to resuming the confined space operation.
- E. All steps taken to reclassify the Permit Space to an Alternate Entry Space must be written on the entry permit.

Entering a Non-Permit Confined Space

- A. If there is no inherent hazard associated with the space, or if the inherent hazards have been "ELIMINATED" (not controlled but eliminated), the space may be entered by following the guidelines listed in this Section.
- B. Statement "C" of the above Section applies. (Entering an "Alternate Entry Procedure" Permit Space)
- C. When entering the Non-Permit Confined Space the Entrant:
 1. should always test the Non-Permit confined space with a gas detector before entry,
 2. will enter Non-Permit Required Confined Spaces by following generally acceptable safe work practices, and
 3. must not use paints, thinners or other chemicals; weld or create any other atmospheric or mechanical hazard while working in a Non-Permit Confined Space.
 4. will not introduce any atmospheric, mechanical, engulfing, or electrical hazard into the space.
- D. No Attendant or Standby Person is necessary when employees perform Non-Permit Space entries.
- E. All steps taken to reclassify the Permit Space to a Non-Permit Space must be written on the entry permit.

NOTE: Only (Permit Required Confined Space) trained personnel may classify confined spaces. Non-trained personnel shall not participate in confined space entries.