



Confined Space Entry

Oneida County Sewer District Standard Operating Guidelines

Purpose:

The purpose of this guideline is to properly inform all workers of the dangers of confined space entry and the necessary steps to be taken to ensure that only trained workers with the proper safety precautions and equipment enter a confined space to perform necessary work.

Definitions:

A **confined space** has the following characteristics:

- Is large enough for an employee to enter to perform work;
- Is not intended for continuous occupancy by an employee;
- Has a limited or restricted means of entry or exit.

A **permit-required** confined space has one or more of the following characteristics:

- Contains or has the potential to contain a hazardous atmosphere
- Contains a material with the potential to engulf someone who enters the space
- Has an internal configuration that might cause an entrant to be trapped or asphyxiated by inwardly converging walls, or by a floor that slopes downward and tapers to a smaller cross section
- Contains any other recognized serious safety or health hazards

(Source: OSHA)

Safety:

Only workers with the appropriate and up-to-date OSHA confined Space Training, as well as any municipal training necessary, may enter permit-required confined spaces. Do not enter any confined space (permit required or no-permit required) without permission from a supervisor. Do not attempt to enter a confined space without an attendee. Do not attempt to enter a confined space if you are physically compromised. Do not enter a confined space without taking the proper preparatory steps, as outlined below!

Procedure:

The following steps should be taken before, during and after a confined space entry.

1. Ensure that all permit-required confined spaces be labeled to eliminate accidental entry. Report any newly identified hazardous confined spaces to _____.
2. Inform your supervisor before entering any permit or non-permit required confined space. Document your intention to enter a confined space (permitted or not permitted), the location of the confined space, and the reasons for your entry (repair work, inspection, etc.).
3. Before allowing entry, the supervisor must gather any relevant information about the conditions of the confined space, any hazards to be aware of, and any tests that must be done (particular attention should be placed on the type of atmosphere within the confined space).
4. After consideration for the reasons for confined space entry, and the hazards associated with the confined space entry, the request for entry will either be approved with an entry permit or denied.
5. The entry permit should be made available before any employee enters the confined space and should be posted on the entry point. The entry permit should outline the reason for the entry, the hazards identified, and the steps and equipment to have ready before entry. The permit should also specify the acceptable entry conditions and have emergency contact information.
6. Upon approval to perform the task requiring confined space entry, the proper equipment to handle all identified hazards must be furnished, at no cost, for all employees attempting to enter the confined space.
7. Only enter a hazardous confined space when the hazards have been identified and the proper protective wear and equipment have been furnished for each individual attempting entry.
8. Proper signage and barriers should be set up at the confined space entry point to prevent injury to bystanders.
9. Employees entering a confined space must have an attendee to monitor the employee's progress, and watch for changes in the condition of the confined space and make changes accordingly. Employees entering a confined space should have a means of communication with the attendee on site. Employees should follow the attendee's orders to exit without hesitation.
10. It is the attendee's job to summon immediate medical and emergency aid if the employee in the confined space is in danger.
11. Any flashlights and other equipment brought into a hazardous atmosphere shall be explosion proof.
12. In confined space areas with restricted entry or exit, the proper extraction equipment (e.g., harness and rope) should be utilized and set up on site.
13. Equipment should be on site to monitor any changes in the hazardous conditions of the confined space. Any significant travel within a confined space shall be preceded by a condition assessment and atmospheric testing before the employee can continue further.
14. Execute an immediate and efficient extraction of all employees within the confined space, if the conditions in the confined space change.
15. After your successful completion of the assignment and safe exit from the confined space notify your supervisor.
16. Safely secure the entry point to the confined space with a lid or lock, and take the proper steps to prevent accidental entry and provide proper labeling.
17. Remove any equipment from the site and return it to its proper location.
18. Remove and properly dispose of any trash or debris resulting from the confined space entry.