

Permit Required Confined Space

Purpose: To protect employees and outside contractors from hazards of entry into permit required confined spaces.

Scope: All employees and outside contractors entering into a confined space.

Definitions: Confined space – a space large enough that an employee can bodily enter and perform assigned work. A confined space has limited or restricted means for entry or exit in areas such as tanks, vessels, silos, storage bins, hoppers, vaults, and pits. Confined spaces are not designed for continuous employee occupancy.

Non-permit required confined space – a confined space that does not contain atmospheric hazards or any other hazards capable of causing death or serious physical harm.

Permit required confined space – a confined space that has one or more of the following characteristics:

1. Contains or has the potential to contain a hazardous atmosphere.
2. Contains a material that has the potential to engulf an entrant.
3. Inward converging walls or a floor that slopes that has the potential to trap or asphyxiate an entrant.

I. General Requirements

- A. All county buildings and workplaces will be evaluated to determine if any spaces are permit required confined spaces.
- B. A log of each space and its associated hazard(s) will be maintained in the Master Safety Guide (see Appendix B).
- C. Employees shall be notified of the presence of confined spaces when the space cannot be marked.
- D. Only trained employees will be allowed to enter permit required confined spaces unless the space has been declassified.

II. Entry

- A. Any conditions making it unsafe to remove an entrance cover shall be eliminated before the cover is removed.
- B. Isolate permit space.
- C. Purging, flushing, or ventilating the permit space as necessary to eliminate or control atmospheric hazards.
- D. When entrance covers are removed, the openings shall be guarded by a railing, temporary cover, or other temporary barrier that will prevent an accidental fall through the opening and also protect each employee working in the space from objects entering the work area.
- E. The following equipment will be provided:
 - 1. Air testing and monitoring equipment
 - 2. Ventilation
 - 3. Communication
 - 4. Personal protective equipment
 - 5. Lighting
 - 6. Barriers and shields
 - 7. Equipment needed for safe ingress and regress
- F. One trained attendant must be provided outside the permit space for the duration of the entry operation.
- G. Ventilation
 - 1. An employee may not enter the space until forced air ventilation has eliminated any hazardous atmosphere.
 - 2. Ventilation shall continue until all employees have left the space.
 - 3. Air supply shall be from a clean source
 - 4. The atmosphere within the space shall be tested periodically to ensure the ventilation is sufficient.
 - 5. If hazardous conditions are detected, each employee shall leave the space immediately.

H. Permit Requirements

1. The Maintenance Supervisor and Loss Prevention Coordinator shall verify that the space is safe for entry and that pre-entry measures have been taken.
2. A written certification that contains the date, location of the space, and the signatures of the Maintenance Supervisor and Loss Prevention Coordinator will be made before entry and shall be made available to each employee entering the space.
3. The completed permit shall be made available at the time of entry to all authorized entrants by posting it at the entry portal so the entrants can confirm the pre-entry preparations have been completed.
4. "VOID" will be written on the permit so it cannot be reused.
5. The Loss Prevention Coordinator shall retain each cancelled entry permit for at least 1 year.