

## CONFINED SPACE ENTRY LCP

### PURPOSE

A confined space entry should only be performed when there is no option for a lower risk, safer alternative to complete the task. This policy defines the Ecolab requirements for entry into confined spaces. The application of this policy is intended to prevent injuries and fatalities and manage the risks when entering confined spaces.

### SCOPE

This policy applies to all Ecolab global supply chain facilities and operations. It is applicable to all employees and supervised contractors. Third party contractors must comply with these Ecolab requirements when conducting work. In the event this policy conflicts with regional/local regulations, then the more stringent will apply.

### RESPONSIBILITIES

#### Site Level Management

- Ensure a Confined Space Entry program is established and maintained, including authorities, responsibilities, written procedures and program review. The program must also comply with any applicable regional/local regulations.
- Ensure the site is evaluated and all confined spaces are identified, documented, reviewed and updated annually. The documentation must include the hazards or evaluation of risk associated with the space, and pre-entry atmospheric monitoring requirements.
- Ensure employees are informed of the confined space location(s) and hazard(s).
- Ensure the provision and availability of appropriate equipment for confined space entry, including PPE.
- Ensure the provision of rescue services. If the site cannot provide and ensure a safe rescue, then the site is PROHIBITED from using employees for rescue/emergency services and must find a suitable alternative provision for this service.
- Ensure that emergency access and egress plans are defined and equipment for access and egress is maintained.
- Designate an entry supervisor(s) who knows and understands the requirements, procedures, and hazards for the confined space.
- Ensure each person involved in the confined space entry is trained and competent in confined space (certified in the U.S.).
- Provide each entrant (or the entrant's representative) with the opportunity to observe monitoring or testing of the space and the results.
- Re-evaluate the conditions in the confined space in the presence of the entrant (or the entrant's representative) when it is requested, OR if something changes that effects the risk or the condition(s) specified on the permit.
- Communicate the following to contractors who perform confined space entry:
  - Applicable confined spaces, hazards, procedures and requirements.
  - Coordinate entry operations among contractors and Ecolab personnel.
  - Notify Ecolab both during and after the entry, if there are any problems regarding the entry OR the confined space program.

### Contractors

- Comply with all Ecolab requirements for confined space entry.
- Obtain information from Ecolab about applicable confined spaces, hazards, procedures and permit requirements.
- Know the hazards of the space, including means of exposure; signs/symptoms; and consequences of exposure.
- Ensure the necessary equipment and devices are provided for their own personnel, including PPE.
- Ensure personnel are trained and competent for safe confined space entry.
- Coordinate entry operations among other contractors and Ecolab personnel involved in the entry to prevent accidents.
- Notify Ecolab both during and after the entry, if there are any problems regarding the entry OR the confined space program.
- Empowered to exercise “Stop Work Authority” for themselves or others if there is a failure to comply with any aspect of the confined space entry requirements. Report the information to the Ecolab site contact.

### Entrant(s)

- Know the hazards before entering the space, including means of exposure; signs/symptoms; and consequences of exposure.
- Wear a chest, full-body harness OR wristlets and retrieval line for all vertical entries according to the rescue procedures.
- Use confined space entry equipment properly, including PPE.
- Maintain communication with the attendant as necessary, to enable the attendant to monitor entrant status and alert entrants to evacuate the space.
- Alert the attendant of potential problems or prohibited conditions.
- Ensure monitoring of the atmosphere of the confined space; prior or during the entry (single or continuous monitoring depending on the space being entered).
- Empowered to exercise “Stop Work Authority” for themselves or others if there is a failure to comply with any aspect of the confined space entry requirements. Report the information to the entry supervisor.
- Exit the space when:
  - Ordered to exit by the attendant OR entry supervisor
  - A prohibited condition exists
  - Signs or symptoms of exposure to a dangerous situation are recognized
  - An evacuation alarm is activated.

### Attendant

- Know the hazards of the space, including means of exposure; signs/symptoms; and consequences of exposure.
- Maintain an accurate count of the entrants and ensure that they are the persons identified on the permit or tracking system. Ensure entrants sign in/out on the permit or tracking system (Refer to Appendix C for an example roster.)
- Remain outside the permit space during entry operations until relieved by another attendant. Attendant(s) must sign the permit as applicable.
- Communicate with entrant(s) to monitor their condition, provide instructions, and alert entrant(s) of the need to evacuate.

- Monitor conditions inside and outside of the space. (Refer to Appendix C for an example test record.)
- Empowered to exercise “Stop Work Authority” for themselves or others if there is a failure to comply with any aspect of the confined space entry requirements. Report the information to the entry supervisor.
- Order entrant(s) to evacuate when:
  - A prohibited condition exists
  - Entrant(s) display behavioral effects of hazard exposure
  - A condition outside the space may endanger the entrant(s)
  - The attendant is unable to perform all the attendant duties.
- Immediately summon rescue and other emergency services if the entrant(s) need assistance to escape.
- Remove unauthorized persons who approach or enter the space and inform the entrant(s) and entry supervisor.
- Perform non-entry rescue (uses hoisting device to pull the entrant from the confined space but in no way enters the space) and/or assist in rescue as trained.
- Perform no other duties that would interfere with the attendant duties.

### **Entry Supervisor**

- Designate properly trained entrants and attendants.
- Know the hazards of the space, including means of exposure; signs/symptoms; and consequences of exposure. Be trained and competent in confined space.
- Test, evaluate and record the initial conditions of the space.
- Verify that:
  - Required information is documented on the permit
  - Tests specified by the permit have been conducted and meet specified entry conditions
  - Procedures and equipment specified by the permit are in place.
- Verify that emergency access and egress plans are defined and all equipment for access and egress is maintained in place during the entry.
- Verify that emergency rescue services are available and can be summoned quickly. This would include a call to any outside rescue team, prior to entry, to verify availability.
- Prepare and sign the permit, when appropriate, and allow entry to begin. See Appendix 1 for a permit.
- Ensure entry operations comply with the entry permit and acceptable conditions are maintained throughout the entry or when duties are transferred.
- Remove unauthorized persons who approach or enter the confined space.
- Terminate the entry and cancel the permit when appropriate.

### **On-Site Rescue Team Members**

- Trained, competent and practiced in confined space, and rescue activities (including first aid and CPR).
- Know the hazards of the space, including means of exposure; signs/symptoms; and consequences of exposure.
- Capable of responding in a timely manner and available for the duration of the entry
- Prepared and properly equipped for rescue when summoned.

**Off-Site Rescue Team Members**

- Capable of responding in a timely manner and available for the duration of the entry.
- Capable of performing safe rescue for the types of confined space(s) identified by Ecolab.
- Informed by Ecolab of the hazards of the space, including means of exposure; signs/symptoms; and consequence of exposure.

**Employees:**

- Comply with all Ecolab requirements for confined space entry, including adherence to barricades and restricted areas for unauthorized personnel.
- Exercise “Stop Work Authority” for any unsafe acts or conditions. Report the information to a supervisor.

**POLICY REQUIREMENTS**

Note: A confined space entry should only be performed when there is no option for a lower risk, safer alternative to complete the task. The need for confined space entry must be evaluated during the risk assessment.

A procedure for safe entry into confined spaces is required and must include:

- Hazard Identification / Risk Assessment of the space prior to entry, including measures to isolate the space; isolation of any liquids or solids that may enter the space (from a fixed pipe, connection, etc.), purging, flushing or ventilating the space; and safe access and egress equipment.
- Required entry conditions and testing/monitoring both before and during the entry, including these atmospheric hazards:
  - Oxygen
  - Combustible Gas/Vapors
  - Toxic Gas/Vapors
- All equipment/devices and PPE for safe entry
- Permit preparation, issue, use, and cancellation (Refer to Appendix B for example permit)
- Responsibilities/Authorities to conduct a safe entry
- Required training/competencies for safe entry
- Provisions for a rescue team, including measures to prevent unauthorized personnel from attempting a rescue and access to applicable Safety Data Sheets
- Compliance to Fall Protection, Hot Work, LOTO, Equipment Opening and Barricades as applicable.
- Notification of the entry to affected area personnel
- Measures for area clean-up to restore safe operating conditions when the entry is completed.
- Coordination of entry operations during multiple entries (if applicable)
- Program review, update and records maintenance

## PERMIT

All confined spaces are considered permit-required confined spaces. A confined space entry permit must have the following information at a minimum:

- Name of space, purpose of entry
- Date and duration of the permit
- Potential hazards, risks and acceptable entry conditions
- List of authorized entrant(s), attendant(s) and entry supervisor
- Method(s) to isolate the space and control the hazards
- Results of initial and periodic atmospheric testing and signature of Tester
- Name and phone number of rescue and emergency services and method of contact
- Method to communicate with entrants
- Communications, alarms, equipment for safe access, egress, rescue and PPE
- Other permits required (as applicable)
- Confined Space Entry Signs/Barricading of the area (as applicable)

## AUDIT

The confined space entry program must be reviewed annually OR when there is reason to believe that the program may not protect employees. All deficiencies must be documented, corrected, and associated documents must be available for inspection by employees (and their representatives), as well as any government agencies upon request.

The review must include:

- Written procedure(s)
- Site documentation of identified confined spaces, including evidence of annual review and update based on any changes or additions
- Required training, drills and competency checks for authorized employees and on-site rescue teams
- Provisions for off-site rescue/emergency services
- Program records and supporting documentation
- Calibration/proper maintenance of equipment/devices and PPE
- Permit program, including cancelled permits (unless no confined space entries occurred in a 12-month period)
- Any reported incidents during a confined space entry or any use of Stop Work Authority.

## TRAINING

Training must be provided, and competency demonstrated prior to performing duties related to confined space entry. Refresher training is required whenever there is a change in the following:

- Regional/Local Regulations
- New equipment or new hazards
- Skills/competency of authorized personnel (based on the results of periodic review or management’s knowledge of deviations/inadequate work practice)

Topic	Entrant	Attendant	Rescue Team	Entry Supervisor
Hazards, symptoms and consequence of exposure	X	X	X	X
Acceptable/prohibited conditions for entry	X	X	X	X
Permit requirements	X	X	X	X
When to exit the space / emergency procedures	X	X	X	X
Use, calibration and maintenance of equipment/devices for safe entry (includes PPE)	X	X	X	X
How to use emergency rescue equipment for injured/non-injured persons			X	
CPR, First Aid, First Responder (Certified in the U.S)			X	
Annual confined space rescue drill			X	
Use of retrieval equipment and how/when to summon help		X		X
Initiate / complete / cancel permit				X
How to verify availability of rescue personnel				X

## RECORDS

- Entry permits must be kept for 1 year.
- Employee training (including rescue team drills/exercise) must be kept for the duration of employment
- Testing and evaluations (may be on permit).
- Confined space program reviews

## DEFINITIONS

**Attendant:** An employee outside of a confined space who monitors/observes the entrant and performs assigned duties

**Confined Space:** A space that has all 3 conditions listed below:

1. Large enough to allow an employee to bodily enter and perform assigned work;
2. Limited and/or restricted means for entry or exit
3. Is not designed for continuous person occupancy

**Confined Space Program:** Consists of training, PPE, audits, written procedures, requirements, specifications, equipment, rescue plans, and records for confined space entry

**Contractor:** Refers to a person or company that conducts work for Ecolab (under a service agreement or sub-contract) and are directly supervised by managers from the third party contracting company. Their work may be short, long term

**Employee:** Refers to all Ecolab employees and Ecolab contractors whose day-to-day activities are directly supervised by an Ecolab supervisor/manager

**Entrant:** The person (s) who enters the confined space

**Entry:** The action of passing through an opening into a confined space and performing activities in that space. **An entry is made when any part of the body passes through an opening into the confined space.**

**Entry Supervisor:** The person assigned responsibility for:

1. Determining if acceptable confined space entry conditions are present
2. Authorizing entry
3. Overseeing entry operations
4. Terminating entry

**GFCI:** Ground Fault Circuit Interrupter

**Hazardous Atmosphere:** An atmosphere that may expose employees to the risk of death, incapacitation, impairment of ability to self-rescue, injury, or acute illness

**Life Critical Policy (LCP):** Refers to an Ecolab SHE policy in which failure to follow the requirements may result in serious injury or death

**PEL:** Permissible Exposure Limit

**Permit-Required Confined Space:** Any confined space that has the potential to contain hazardous substances or atmospheres, contains the potential for engulfment or entrapment, or contains any other serious safety hazard

**PPE:** Personal Protective Equipment

**RCD:** Residual Current Device

**RAGAGEP:** Recognized and Generally Accepted Good Engineering Practice

**Rescue Team:** Personnel highly skilled and trained in confined space entry, rescue, hazards, use of retrieval equipment, PPE, first aid and CPR. This team must perform confined space rescue simulations on an annual basis. (Site procedures will further define the specifics of their training beyond the general requirements in this policy)

**Limited / Restricted Entry or Exit:** Configured as such that an entrant's ability to self-rescue in an emergency could be hindered. In general, if the entrant cannot enter or exit by walking fully upright and unimpeded through a door or access portal, it is restricted

**Management:** The highest-level manager at an Ecolab site, OR any person designated by local management to serve in this role

**STEL:** Short Term Exposure Limit – maximum exposure concentration for a continuous 15-minute period with a maximum of four such periods in a single day

**TLV:** Threshold Limit Value - maximum airborne concentration to which workers can be exposed during a normal daily and weekly work schedule

Version #	Date	Description	Revised by	Approved By
00	12/16/2012	New Ecolab Combined Policy	K. Stadnik	B. Hopkins
01	06/29/2018	New Format/Periodic Review	Regional SHE Leads	B. Ballard

## APPENDIX A

### Guidance for Implementation

*NOTE: This information is intended to provide additional guidance (as applicable to the site). If sites cannot comply with this content, then a risk assessment is needed.*

#### General Requirements:

- Future design and construction must comply with RAGAGEP.
- Employees must be informed of the confined space locations and hazards by posting danger signs or by other equally effective means. Example of a sign “DANGER -- PERMIT-REQUIRED CONFINED SPACE, DO NOT ENTER”.
- Attendants, Entrants and Entry Supervisors must sign-off/certify to the responsibilities of their role in the confined space entry. (Refer to Appendix D).

#### Confined Space Evaluation Prior to Entry:

- Develop and implement the means, procedures, and practices necessary for safe entry.
- All safety equipment required for the job will be on hand and checked to assure proper operation.
- Isolate the space, prevent unauthorized entry, and install barricades as needed to protect entrant(s) from external hazards.
- All electrical equipment associated with the vessel must have LOTO implemented.
- Electrical equipment used in the confined space must operate at voltages not to exceed 12 volts or be supplied utilizing a ground fault circuit interrupter.
- Process or service piping must be disconnected, blinded or double blocked and bled as close to the space as possible and identified with danger tags. Solenoid operated valves must have their power supply disconnected at the valve to prevent accidental opening.
- All radiation devices attached inside or outside the space must be removed.
- Flush with water, purge and ventilate the space with air as necessary to eliminate or control atmospheric hazards. **Do not use inert gas or oxygen.**
- Identify and evaluate the confined space conditions as follows:
  - Test the conditions in the confined space where employees are working to determine if acceptable safe conditions exist before and during entry.
  - Continuously monitor a confined space that cannot be completely isolated or if the work produces a hazardous atmosphere.
  - Test first for oxygen, then combustible gases, and then toxic gases.
  - If solid deposits, scale or sludge are present, then entry without breathing protection is prohibited unless it can be demonstrated that they are harmless. This means they will not release toxic or dangerous fumes or dust or cause oxygen deficiency due to any disturbance or work activity.
  - If pyrophoric materials are present, then all surfaces must be kept wet.
  - Equipment with lining (layers, coats) must be checked to ensure, where practicable, that toxic, corrosive or flammable material is not trapped behind the lining. Consider this in the plan if lining will be removed.

- Continuous or periodic air monitoring is required when the space has contained flammable or toxic chemicals.
- Ensure the space complies with the following minimum entry conditions:
  - Oxygen content 19.5% - 23.5%,
  - Flammable vapors below 10% of lower explosion limit (LEL)
  - Concentrations of combustible gases must be less than 10% of the LEL for the gas or combination of gases.
  - Toxic substance concentration below PEL, TLV, STEL (or Ceiling), or other concentration measuring system based on local regulations.
  - Adequate ventilation to provide a safe atmosphere.
- Provide the following equipment to the employee as needed and ensure the proper use and maintenance of the equipment.
  - Testing and monitoring equipment must be tested, calibrated and meet local standards.
  - PPE and ventilation equipment
  - Lighting and ground fault circuit interrupter (GFCI) or Residual Current Device (RCD) for electrical equipment
  - Retrieval, harness/wristlets and communication equipment.
  - Barriers, shields, spark proof tools.
  - Ladders, rescue and emergency equipment
  - Any other equipment necessary for safety and rescue.
- Entrants must wear required PPE and a retrieval harness unless the harness increases the risk of injury. PPE must be worn for the initial entry regardless of whether the space was cleaned unless another effective means of verifying cleanliness can be utilized e.g. testing final rinse water for potential chemical hazards or a risk assessment indicates that there is no harm due to chemical exposure possible. PPE utilized for each entry must be based on the MSDS for the material last contained in the space.
- If welding or other contaminant-generating operations are to be performed inside a confined space appropriate protective equipment must be worn. If adequate ventilation can be verified, then full or half face respirators with welding cartridges can be used. Otherwise air-line respirators are required. If the confined space atmosphere could become immediately dangerous to health during the operations, then an air-line or self-contained breathing equipment must be used.
- The person responsible for operation of the plant air supply must be notified when the entry starts and stops if an air line respirator is used.
- For entries more than 1.5 meters (5 feet deep), retrieval equipment must be in place and the harness of the entrant connected to it.
- An attendant must be in position at the confined space during the entry.
- Comply with other corporate safety standards that may be applicable such as Hot Work, LOTO, Fall Protection, Electrical Safety, Equipment Opening, and Barricades.

### **DURING ENTRY**

- The attendant must stay at the entry to the space when someone is inside.
- All plant and job safety rules and procedures must be followed.
- If any changes in conditions occur during a vessel entry, which may endanger the person inside, the entrant will leave the vessel immediately.
- A new confined space entry permit must be issued for new work crews
- Supervision specifically responsible for authorizing the entry must be at the plant site and must approve both the entry and the work completion.

### **Emergency and Rescue**

- Emergency access and egress plans must be defined for each entry, with all equipment for such access and egress maintained in place during the entry.
- Position retrieval equipment at the confined space entrance and ensure it is ready for use. Do not use retrieval equipment if it increases the overall risk of entry or would not contribute to the rescue of the entrant(s).
- Attach the retrieval line to a fixed point outside the confined space.
- Use a mechanical retrieval device for confined spaces more than 1.5 meters (5 feet) deep.
- Chemical hazard information and/or the safety data sheet (SDS) must be given to medical personnel if chemical exposure has occurred.
- Only trained rescue personnel can attempt a confined space entry rescue.
- If required by local legislation or government act, inform the appropriate authorities of any rescue operation performed.

### **AFTER ENTRY**

- The work area is to be completely cleaned. All equipment is to be cleaned and returned to storage.
- Locks, blinds, and tags are to be removed in accordance with the lock-tag-clear-try procedure.
- Operating supervision and the utilities operator are to be notified of work completion.

### **PERMIT**

- A confined space must not be entered without an entry permit.
- Before entry begins, the entry supervisor must sign the permit.
- The completed permit must be posted at the entry area.
- Problems encountered during an entry operation must be noted on the permit.
- The entry supervisor must cancel the entry and the permit when:
  - The entry operations are completed
  - A condition arises that is not allowed by the entry permit.
  - Additional permits and procedures that must be followed.

### **TRAINING**

- Topics to cover during equipment training include:
  - All testing and monitoring equipment, use calibration and maintenance
  - PPE and ventilation equipment, use and maintenance
    - Lighting and GFCI (Ground Fault Circuit Interrupter) protected electrical equipment
    - Retrieval, harness and communication equipment
    - Barriers, shields, spark proof tools
    - Ladders, rescue and emergency equipment
    - Any other equipment necessary for safety and rescue.

## APPENDIX B

### CONFINED SPACE ENTRY PERMIT

Confined Space \_\_\_\_\_ Date \_\_\_\_\_ Time \_\_\_\_\_ to \_\_\_\_\_  
 Purpose of entry \_\_\_\_\_  
 Hazards of space \_\_\_\_\_  
 (chemical, mechanical, thermal, atmosphere, etc.)

HAZARD ELIMINATION – CONTROL					
How was space cleaned _____					
Last pH of material in space (if any) _____		Temperature in space _____			
O <sub>2</sub> meter reading: top _____ % middle _____ % bottom _____ % Acceptable result: 19.5 - 23.5 Time _____ Initials _____		Flammable meter reading: Top _____ bottom _____ Acceptable result: <10%LEL Time _____ Initials _____		Toxics: (specify) Results _____ Instrument _____ Acceptable: below PEL/TLV	
Lock-Tag-Clear-Try			Disconnected and/or Blinded and Tagged		
	By	Crafts man		By	Crafts man
Agitator(s)			N <sub>2</sub> lines		
Pump(s)			Process lines		
R.R. Switch (tank car)			Steam Lines		
Other			Other		
Other precautions taken: <input type="checkbox"/> Constant mechanical ventilation <input type="checkbox"/> GFCI/low volt. Light <input type="checkbox"/> Alarms <input type="checkbox"/> Notify pers on responsible for breathing air <input type="checkbox"/> Spark proof tools <input type="checkbox"/> other _____ Other permits required <input type="checkbox"/> Hot Work <input type="checkbox"/> Linebreaking <input type="checkbox"/> Cold Work					
PERSONAL PROTECTIVE EQUIPMENT					
<input type="checkbox"/> Air line respirator	<input type="checkbox"/> Air pack (SCBA)	<input type="checkbox"/> Chemical goggles	<input type="checkbox"/> Fall protection	<input type="checkbox"/> Warning signs	
<input type="checkbox"/> Air line hood	<input type="checkbox"/> Air cooled clothes	<input type="checkbox"/> Body harness	<input type="checkbox"/> Hearing protection	<input type="checkbox"/> Barricades	
<input type="checkbox"/> Air purifying full face respirator	<input type="checkbox"/> Rubber gloves	<input type="checkbox"/> Safety line/rope	<input type="checkbox"/> Wristlets	<input type="checkbox"/> Slicker's suit bottom	
<input type="checkbox"/> Air purifying half face respirator	<input type="checkbox"/> Rubber boots	<input type="checkbox"/> Hoist	<input type="checkbox"/> Retrieval hoist	<input type="checkbox"/> Slicker's suit top	
SIGNATURES					
_____ ENTRANT	_____ ENTRANT	_____ CRAFT SUPERVISOR	_____ ATTENDANT		
_____ ENTRY SUPERVISOR SAFETY DESIGNEE	_____ PROCESS OPERATOR	_____ OPERATIONS SUPERVISOR			
Method of communicating with entrants: <input type="checkbox"/> voice <input type="checkbox"/> radio <input type="checkbox"/> hand signals					
CONTINUOUS/PERIODIC ATMOSPHERIC TESTS					
Oxygen		Flammable Gas		Toxic(s specify)	
Time _____	Time _____	Time _____	Time _____	Time _____	Time _____
Results _____	Results _____	Results _____	Results _____	Results _____	Results _____
Initials _____	Initials _____	Initials _____	Initials _____	Initials _____	Initials _____
Describe available rescue/emergency services _____					
Method of contacting this service _____				Phone # _____	
Time Entry Completed _____					
AFTER ENTRY					
Problems Encountered _____					
Checklist		Operations	Crafts man		
All locks and tags removed					
Lines unblinded, reconnected					
Safety equipment cleaned and returned					
Cleanup checked by _____					

Return this form to \_\_\_\_\_ . Keep on file for 1 year

### APPENDIX C

#### Confined Space Entry Permit Supplement Additional Testing and Roster

Atmospheric Test(s) Required: (I)-Initial (P)-Periodic (C)-Continuous

Condition (Test in Order)	Acceptable Entry Condition	(I)-Initial Result (Initials & Time)	Test Frequency (P) (C)	Results (Initials & Time)	Results (Initials & Time)	Results (Initials & Time)	Results (Initials & Time)
O2 min.	>19.5%						
O2 max.	<23.5%						
Flammability	<10% LEL						
Toxics	Below PEL						
Toxics	Below PEL						

Instruments used (name and serial #): \_\_\_\_\_

Calibrated by (name): \_\_\_\_\_

**ENTRANT ACCOUNTING**

NAME	TIME		TIME		TIME		TIME	
	IN	OUT	IN	OUT	IN	OUT	IN	OUT

NOTE ADDITIONAL PROBLEMS ENCOUNTERED DURING ENTRY:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## APPENDIX D

### CERTIFICATION OF INSTRUCTIONS FOR THE ATTENDANT AND ENTRANT

**Attendant Instructions:**

I understand that, as Entry Watch (Attendant), I am responsible for monitoring the safety of the confined space entrants and for summoning help or rescue as required. I must remain in communication with the entrants and must never leave the confined space unless relieved by another attendant. I must never enter the confined space. If a hazard develops or I need to leave the space, I will call the entrants out and will remain at the entrance until all entrants are out. I also understand that I am to do no other work while I am an Attendant. My sole purpose is to monitor the safety and health of the confined space entrants.

In the event of an emergency outside the space, I must notify the entrant of the emergency and assist the entrant in exiting the space. In the event of an emergency within the space, requiring rescue of an entrant, I must: 1) Call for rescue personnel and 2) Call for the supervisor. I MUST NEVER LEAVE MY ATTENDANT POSITION! I MUST NEVER ENTER THE SPACE FOR RESCUE.

**Initial Below:**

- \_\_\_\_\_ I know the potential hazards of the space
- \_\_\_\_\_ I know how to test atmosphere for flammable and oxygen content
- \_\_\_\_\_ I know how to shut-off electrical equipment taken into confined space (if used)
- \_\_\_\_\_ I know how to shut-off welding equipment (if used)
- \_\_\_\_\_ I know how to use lifeline, winch, harness (rescue equipment)
- \_\_\_\_\_ I know how to use the mechanical ventilation blower (if used)
- \_\_\_\_\_ I know the location of the nearest safety shower and extinguisher
- \_\_\_\_\_ I know how to summon emergency rescue personnel
- \_\_\_\_\_ I will maintain an account of all entrants and communicate with all entrants to monitor status
- \_\_\_\_\_ I will inform unauthorized personnel to stay away from the confined space and inform entrants and supervisor if unauthorized personnel enter the space.

---

**ENTRANTS Review**

I understand that as a confined space entrant, I am responsible for understanding the hazards of the space which I am entering, and following all mandated protective measures including, but not limited to: use of PPE, wearing a harness and lifeline, leaving the space immediately if directed, and insuring all preparations listed above are adequately completed. I must never enter a confined space, unless I am satisfied that all preparations have been adequately completed, and I feel adequately trained that the work can be done safely.

Name of Entrant #1: \_\_\_\_\_

Signature / Date: \_\_\_\_\_

Name of Entrant #2: \_\_\_\_\_

Signature / Date: \_\_\_\_\_

---

Supervisor authorization for entry: I certify that all the above applicable precautions have been taken for safe entry.

Name of Entry Supervisor: \_\_\_\_\_

Signature / Date: \_\_\_\_\_