

Safety Tips from the WorkSafe People

| Confined Space Checklist | | | | |
|--|-----|---------------------|-----|----------|
| Location/Department: | | Date of Inspection: | | |
| Inspectors: | | | | |
| Corrective Actions: Work order/memos were issued: <input type="checkbox"/> Yes <input type="checkbox"/> No Date issued: | | | | |
| The following safety and health checklist is based on the OSHA standards. It may not include <i>all</i> conditions, as it is intended to be used only as a guide. | | | | |
| Topic Description | Yes | No | N/A | Comments |
| Do your employees enter confined spaces? | | | | |
| Are written confined space entry procedures in place? | | | | |
| Do your confined space entries require a permit because of: | | | | |
| Atmospheric conditions (lack of oxygen, toxic substances, etc.)? | | | | |
| Configuration (shapes that could result in workers falling or getting stuck)? | | | | |
| Engulfment hazard? | | | | |
| Are confined spaces thoroughly emptied of corrosive and hazardous substances before entry? | | | | |
| Are all lines to a confined space containing inert, toxic, flammable, or corrosive materials valved off and blanked, or disconnected and separated before entry? | | | | |
| Is each confined space checked for decaying vegetation or animal matter which may produce methane? | | | | |
| Is the confined space checked for possible industrial waste which could contain toxic properties? | | | | |
| If the confined space is below the ground and near areas where motor vehicles will be operating, is it possible for vehicle exhaust or carbon monoxide to enter the space? | | | | |
| Are appropriate atmospheric tests performed to check for oxygen deficiency, toxic substances, and explosive concentrations in the confined space before entry? | | | | |
| Is the atmosphere inside the confined space frequently tested or continuously monitored during conduct of work? | | | | |
| Is natural or mechanical ventilation provided prior to confined space entry? | | | | |

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| Is approved respiratory equipment required if the atmosphere inside the confined space cannot be made acceptable? | | | | |
|--|------------|-----------|------------|-----------------|
| Topic Description | Yes | No | N/A | Comments |
| Whenever combustion-type equipment is used in a confined space, are provisions made to ensure the exhaust gases are vented outside of the enclosure? | | | | |
| Before gas welding or burning is started in a confined space, are hoses checked for leaks, compressed gas bottles forbidden inside of the confined space, torches lighted only outside of the confined area, and the confined area tested for an explosive atmosphere each time before a lighted torch is to be taken into the confined space? | | | | |
| If employees will be using oxygen-consuming equipment such as salamanders, torches, furnaces, etc., in a confined space, is sufficient air provided to assure combustion without reducing the oxygen concentration of the atmosphere below 19.5 percent by volume? | | | | |
| Is all portable electrical equipment used inside confined spaces either grounded and insulated, or equipped with ground fault protection? | | | | |
| Is adequate illumination provided for the work to be performed in the confined space? | | | | |
| If flammable gases or vapors are present or potentially present is the lighting and electrical equipment approved for hazardous environments? | | | | |
| Is it required that all impellers, agitators, or other moving equipment inside confined spaces be locked-out if they present a hazard? | | | | |
| Are appropriate warning signs and barriers placed near the entrance of the confined space? | | | | |
| Is there an assigned safety standby employee outside of the confined space, when required, whose sole responsibility is to watch the work in progress, sound an alarm if necessary, and render assistance? | | | | |
| Is the standby employee appropriately trained and equipped to handle an emergency? | | | | |
| Is the standby employee or other employees prohibited from entering the confined space until relieved by another attendant? | | | | |
| Is the standby employee or other employees prohibited from entering the confined space without lifelines and respiratory equipment if there is any question as to the cause of an emergency? | | | | |

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| Employee training: | | | | |
| Have all exposed employees been trained in the potential hazards of confined spaces | | | | |
| | Yes | No | N/A | Comments |
| Has appropriate training been developed and conducted for: | | | | |
| Authorized entrants? | | | | |
| Attendants? | | | | |
| Entry supervisor(s)? | | | | |
| Any in-house rescue/emergency teams? | | | | |
| Before entering the confined space, have all participants received information and/or training about: | | | | |
| The hazards that might exist in the space? | | | | |
| Signs, symptoms, and consequences of exposure? | | | | |
| Proper use of all required protective and other equipment? | | | | |
| How to maintain communication with other members of the team? | | | | |
| The importance of preventing unauthorized entry? | | | | |
| Any additional skills their particular assignment requires? | | | | |
| Is refresher or supplementary training provided whenever hazards or duties change or when there is any indication that employees do not have all the knowledge necessary to perform safely? | | | | |
| Is rescue and medical support available, and if so: | | | | |
| Have procedures been established for both non-entry and entry rescue? | | | | |
| Have on-site rescue personnel been trained in: | | | | |

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| The same material as authorized entrants? | | | | |
| Basic first aid? | | | | |
| Cardiopulmonary resuscitation? | | | | |
| Simulated rescue operations, at least once a year? | | | | |
| | Yes | No | N/A | Comments |
| Have off-site rescue services had access to all permit spaces to develop and practice rescue plans? | | | | |
| Has an assessment been conducted of the timeliness and speed of the rescue team response, packaging and retrieval procedures? | | | | |
| Have arrangements been made to provide all appropriate information to any medical facility treating a worker injured or exposed during a confined space operation? | | | | |
| Outside contractor concerns: | | | | |
| Are entries coordinated on multi-employee entries (your employees, independent contractors, sub-contractors) | | | | |
| Are contractors informed of the permit-required confined space hazards? | | | | |
| Are contractors informed of your permit-required confined space procedures? | | | | |
| Are debriefing meetings held following contractor entries? | | | | |