



# CONFINED SPACE ENTRY PROCEDURES

## TOOLBOX TALK SERIES – CONFINED SPACE

January 2023

Confined spaces present a serious hazard in the workplace. As such, the Town of Perinton has established a clear entry policy when it comes to confined spaces. This can be found in the Town of Perinton Safety Manual section D-1.

**Step 1** – Identify the space as a confined space and determine potential hazards. Confined spaces can be permit required or non-permit required. Non-permit required spaces are spaces in which all potential hazards can be eliminated. Hazards include configuration, engulfment, atmospheric and other recognizable hazards. All attempts must be made to mitigate all hazards prior to entry.



**Step 2** – Atmospheric monitoring needs to be conducted of the space. Testing should be performed remotely or from otherwise outside of the space. Testing should be done for Oxygen Concentration, flammable gas, toxic contaminants, and combustible dusts. Monitoring should be conducted at multiple locations and levels within the space,

**Step 3**- Obtain an entry permit when entering any permit required confined spaces. These permits are required to be completed and approved by the Town of Perinton Safety Coordinator. Permits are required for each shift. Safety briefings need to occur prior to any entry activity.

**Step 4** – Air monitoring continues throughout the entry. Proper staffing must be present including an Entry Supervisor, Attendant, and designated rescue personnel. All staff involved in the operation must have Town approved confined space training. All staff must utilize PPE per entry permit and Safety Manual requirements.

**THIS IS NOT AN EXHAUSTIVE LIST – CONSULT THE TOWN OF PERINTON SAFETY MANUAL FOR DETAILED REQUIREMENTS AND GUIDELINES**

**“YOU ARE YOUR LAST LINE OF DEFENSE IN SAFETY. IT BOILS DOWN TO YOU” – Kina Repp**