



[Section 209: Confined Space Entry](#) is part of the OSU [Safety \(SAF\) Manual](#).

Purpose of the Confined Space Program

To protect employees from the hazards associated with entering and conducting operations in permit-required confined spaces.

Awareness Training

This document provides employees, who work in areas where permit spaces may be present, a basic overview of the permit space program, permit space entry, alternate entry, and the means to recognize permit spaces to all

Note: Additional training is required prior to anyone entering a permit space.

Definitions

Confined space – A space that meets all of the following:

- Large enough and so configured that an employee can fully enter the space and perform work.
- Has limited or restricted means for entry and/or exit.
- Is not designed for continuous human occupancy.

Permit-required confined space (permit space) – A confined space that has one or more of the following characteristics:

- Contains, or has a potential to contain, a hazardous atmosphere.
- Contains a material that has the potential to engulf an entrant.
- Has an internal configuration such that an entrant could become trapped or asphyxiated by inwardly converging walls or by a floor which slopes downward and tapers to a smaller cross-section.
- Contains any other recognized serious safety or health hazard that can inhibit an entrant's ability to self-rescue.

Entry – The action by which any part of an employee's body breaks the plane of an opening into a confined space. Entry (or entry operations) also refers to the period during which an employee occupies a confined space.

Policy

Permit space entry shall not be initiated until all applicable requirements of the Oregon State University [Confined Space Entry Program](#) have been satisfied.

Confined Space Entry Program Elements

- Policy and Responsibilities.
- Definitions.
- Identification, evaluation and documentation.
- Procedures for entering a permit space.
- Completing the entry permit.
- Duties of entrants, attendants, and entry supervisors.
- Alternate procedure for entering a permit space.
- Employee training.
- Rescue and emergency services.
- Annual program review.

Training

Training will be provided in the following manner:

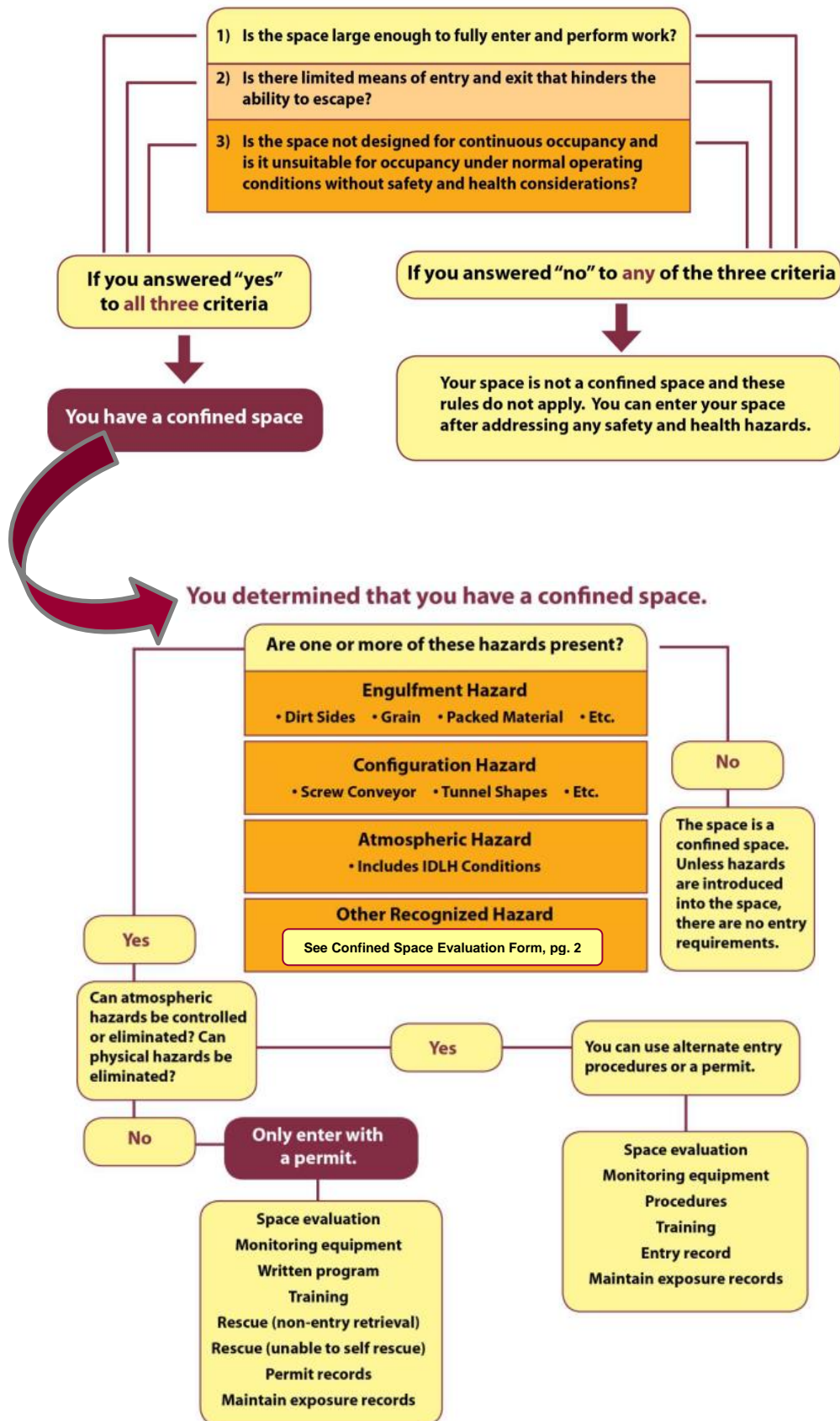
- For all new affected employees.
- For all employees whose duties change to include work in areas with permit spaces.
- When an employee demonstrates their knowledge retention is inadequate.
- When there is a change in permit-space operations that presents a hazard for which the employee has not been trained.
- Appropriate use of all necessary and required equipment.
- When there are changes to the permit program.

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Recognition of Permit Spaces

When appropriate and/or feasible, warning signs may be posted at the entrance of permit spaces. However, employees should develop the skills and knowledge to recognize and identify potential permit spaces.

Evaluate the Space



Evaluation

All confined spaces will be evaluated using the [Confined Space Evaluation Form](#). The collection of information, including location and potential hazards, will be maintained by EH&S in a Catalog of Evaluated Spaces.

Permit Space Entry

Only those employees who have had the proper training (entry supervisors, attendants and entrants), as outlined in the Confined Space Entry Program, are authorized to conduct activities associated with permit spaces.

Entry into a permit space requires the use of a [Confined Space Entry Permit](#). The permit, posted at the entrance, describes:

- The identity of the space that will be entered.
- The nature of the work to be accomplished.
- Any known or potential physical or atmospheric hazards.
- The procedures and equipment used to either eliminate or control those hazards.
- Means of verifying continued control.
- Emergency plans.
- Authorization to enter the space.
- Cancellation of the permit.
- Review of the permit.

Alternate Entry

While still a permit space, alternate entry allows entry into the space without the need for an attendant. Authorization for alternate entry can only be granted upon following the same protocols for granting authorization for permit entry.

The significant difference from a permit space entry is that all physical hazards have been **eliminated** while atmospheric hazards are still being controlled. See the Confined Space Entry Program for additional information regarding alternate entry.

Contractors

Contractor only entry

The OSU Point of Contact will review and discuss each contracted job with the contractor before the work begins and upon its completion.

The OSU Point of Contact will inform the contractor about:

- The [Confined Space Entry Program](#),
- Other relevant OSU programs and procedures, and
- All known or potential hazards in that space and the immediate surrounding area.

The contractor will inform the OSU Point of Contact about:

- The permit-space program that the contractor will follow,
- Discovery of any previously unknown hazards, and
- Any new hazards created during the course of their work.

Contractor and OSU employee joint entry

The OSU Point of Contact will coordinate entry operations with the contractor so that contract workers and OSU employees work together, following OSU's permit space program.

To receive credit for having completed the Confined Space Awareness training (by reading this document and following applicable links), complete the [Confined Space Awareness Quiz](#) with a passing score of at least 80%.