

Confined Space Entry Permit

1. Pre Job Planning:

Date and Time Issued: / / : am pm
 Date and Time Expires: / / : am pm
 Job Location: _____
 Work to be Performed: _____

Permit must be posted at entrance to confined space. Return the original to the EH&S at Mattox Hall Room 201 after completion of task.

| <i>Personnel</i> | <i>Personnel Defined</i> |
|-----------------------|---|
| Job Supervisor: _____ | Supervisor – Person overseeing the job. |
| Entrants: _____ | Entrant – means an employee entering a permit space. |
| Attendants: _____ | Attendant – the individual stationed outside one or more permit spaces who monitors the authorized entrants and who performs all attendants’ duties. |
| Monitor: _____ | Monitor – person who performs initial air monitoring. |
| (Please Print) | Note: the Supervisor can also be the Attendant and Monitor. |

Notified EKU EH&S at 893-6503 or bryan.makinen@eku.edu of the location and times of entry Yes No

2. Jobsite Preparations:

| Completed Tasks: | N/A | Yes | No | | N/A | Yes | No |
|--------------------|-----|-----|-----|--------------------|-----|-----|-----|
| Lockout/Tagout | () | () | () | Monitor Calibrated | () | () | () |
| Secure Area | () | () | () | Hot Work Permit | () | () | () |
| Life Lines | () | () | () | Respirators | () | () | () |
| Fire Extinguishers | () | () | () | Lighting | () | () | () |

3. Perform Monitoring prior to entry

| | | | |
|-----------------------------------|-------|-----------|----------|
| Continuous Monitoring*: | | Pre Entry | At Entry |
| Percent Oxygen (19.5% - 23.5%) | _____ | _____ | _____ |
| Lower Flammable Limit (Under 10%) | _____ | _____ | _____ |
| Carbon Monoxide (25 ppm) | _____ | _____ | _____ |
| Hydrogen Sulfide (10 ppm) | _____ | _____ | _____ |
| Time | _____ | _____ | _____ |

*Continuous monitoring is required before initial entry, at the time of entry, and will be continuous thereafter.

4. Place air monitor on at least one person entering the space

Unit Number: _____ **Person Wearing Monitor:** _____

5. Review and Approve

We have reviewed the work authorized by this permit and the information contained here-in. Written instructions and safety procedures have been received and are understood. Entry cannot be approved if any spaces are marked “No”. This permit is not valid unless all appropriate items are completed.

| | |
|--------------------------------|-------|
| | Date |
| Permit Prepared By: _____ | _____ |
| Permit Approved By: _____ | _____ |
| Monitoring Completed By: _____ | _____ |

Emergency Phone Numbers (In Order):

Fire/Rescue/EMS 911 Public Safety: 622-1111 EH&S 893-6503

Confined Space Permit Directions

Step 1 – Pre Job Planning

- Enter date and time the permit is to be valid. The permit cannot be issued for more than one day. Use additional permits if necessary.
- Enter the location for which the permit is valid (i.e. maintenance hole in the Powell West lot)
- Enter the work to be performed at this location (i.e. telecommunications repair)
- Notify ECU Police of the location of the job and potential times work will be performed. This step is needed to ensure emergency services are prepared to respond in the event of an emergency.

Step 2 – Jobsite Preparations

- Review the safety measure needed to ensure the safety of all Entrants. Check N/A if appropriate. If there are any “no” answers, the space cannot be entered until the safety concern is addressed and the hazards are eliminated or properly controlled.

Step 3 – Perform monitoring prior to entry

- Lower a calibrated air monitor in the space at different locations within the space to ensure that the air is safe at the top, middle, and lower portion of the space.

Step 4 – Attach monitor to at least one person (Entrant) entering the space

- Attach a monitor to at least one Entrant entering the space at or near the breathing zone (near head area). If multiple persons are entering the space, the monitor should be placed on the individual who will be going farthest into the space.

Step 5 – Review and approve the permit

- The permit should be reviewed by the job supervisor. This can be the same person as the preparer and the monitor.
- Send a copy to EH&S once completed.