**1.0 Duties of Authorized Entrants (Will be trained in:)**

 1.1 The hazard(s) they may face during entry.

 1.2 How to properly use the equipment provided to them.

 1.3 Communicate with the entry attendant as necessary

1.4 Alert the entry attendant when hazard warning signs or prohibited conditions occur.

1.5 Exit the space immediately when ordered by the attendant/supervisor to do so.

1.6 Exit the space immediately when hazard warning signs occur.

1.7 Exit the space immediately when prohibited conditions become evident.

1.8 Exit the space immediately when an evacuation alarms sounds.

**2.0 Duties of Attendants (Will be trained in:)**

 2.1 Knows the hazard(s) that entrants may face during entry.

 2.2 The behavioral effects of hazard exposure.

2.3 How to maintain an accurate system to identify, count, and keep track of entrants.

2.4 Will remain outside the Permit Required Confined Space until relieved by another attendant.

2.5 To communicate with entrants as necessary.

2.6 Monitors activities inside and outside the space to ensure the space remains safe.

2.7 Orders evacuation when:

2.7.1 A prohibited condition occurs.

 2.7.2 Detects behavioral effects of hazard exposure.

 2.7.3 A situation outside the space endangers the entrants.

 2.7.4 The attendant cannot effectively perform their duties.

2.8 Summon rescue/emergency services for assistance for escape.

2.9 Warn unauthorized persons to stay away from space.

2.10 Inform unauthorized persons to exit immediately if they enter the space.

2.11 Inform authorized entrants and entry supervisor/foreman if unauthorized persons enter the space.

2.12 To perform no other duties that will interfere with attendants duties.

**3.0 Duties of Entry Supervisor (Will be trained in:)**

 3.1 Knows the hazard(s) that entrants may face during entry.

 3.2 Verifies that all entries have been made on the permit.

 3.3 Verifies that all test specified by the permit have been conducted.

 3.4 Verifies that all procedures and equipment specified by the permit.

 3.5 Verifies that rescue services are available.

 3.6 Verifies the means to summon emergency services are operable.

 3.7 Removes unauthorized persons who enter or attempt to enter space.

3.8 Determines that entry operations remain consistent in terms with entry permit.

3.9 Determines that entry operations remain consistent regarding space conditions

**4.0 Rescue and Emergency Services (Will be trained in)**

 4.1 First Aid and C.P.R.

 4.2 Safety equipment necessary

 4.3 Rescue equipment necessary for space varying conditions

**CHANGE CONTROL:**

All management system changes are reviewed, approved or disapproved by the Safety Committee.

**PERSONNEL:**

The Owners have the ultimate responsibility for the Confined Space Training. They have designated the Safety Director to manage the Confined Space Training.

| **Revision / Review History** |
| --- |
| **Revision** | **Date** | **Authorized By** | **Changes** |
| 1 | 9/11/2000 | Safety Director | New Program |
| 2 | 1/15/2001 | Safety Director | Annual Review |
| 3 | 1/10/2002 | Safety Director | Annual Review |
| 4 | 1/11/2003 | Safety Director | Annual Review |
| 5 | 1/15/2004 | Safety Director | Annual Review |
| 6 | 1/10/2005 | Safety Director | Annual Review |
| 7 | 6/27/2006 | Safety Director | Annual Review |
| 8 | 9/6/2007 | Safety Director | Annual Review |
| 9 | 8/23/2010 | Safety Director | Annual Review |
| 10 | 10/3/2012 | Safety Director | Annual Review |
| 11 | 11/10/2012 | Safety Director | Annual Review |
| 12 | 9/25/2013 | Safety Director | Annual Review |
| 13 | 6/29/2016 | Safety Director | Annual Review-Updated and new format |
| 13 | 6/30/2017 | Safety Director | Annual Review |
| 13 | 7/01/2018 | Safety Director | Annual Review |
| 13 | 6/7/2019 | Safety Director | Annual Review |