

Planning, Property and Development Department - Municipal Accommodations Division

## CONFINED SPACE ENTRY PERMIT

RISK LEVEL:

## **Person in Charge of Entry**

| Company  |                  | Name       |  |
|--|------------------|------------|--|
|  |                  |            |  |
| Contract Administrator   | WO #             |            | Date                                     |
| Scope of Work  |                  |            |  |
| Work Location  |                  |            |  |
| Work Date(s)<br>Permit valid for duration of work only. State date and time. |                  |            |  |
| Permit must be re-issued if any working co                                   | onditions change | (ie: chang | e of shift, new hazard identified, etc.) |
| <b>Emergency Response Procedure</b>  | es               |            |  |

# **Emergency Phone Number – 911** Nearest hospital:

| Linergency Phone Number – 911         | Nealest hospita |        |                              |       |
|---------------------------------------|-----------------|--------|------------------------------|-------|
| Identify first aiders:                |                 |        | _ Fire extinguisher on site: | 🗌 Yes |
| Method of communication with entrant: | Visual          | Uerbal | Other                        |       |
| Emergency (rescue) plan:              |                 |        |                              |       |

## Hazard identification (check all) - If applicable, identify hazard reduction strategy

| Drowning               | n/a 🗌 |  |
|------------------------|-------|--|
| Entrapment in material | n/a 🗍 |  |
| Poor access            | n/a 🗍 |  |
| Visibility             | n/a 🗍 |  |
| Lighting               | n/a 🗌 |  |
| Biological             | n/a 🗌 |  |
| Dust                   | n/a 🗌 |  |
| Explosive/flammable    | n/a 🗌 |  |
| Fumes/mists            | n/a 🗌 |  |
| Humidity               | n/a 🗌 |  |
| Oxygen deficient       | n/a 🗌 |  |
| Oxygen enrichment      | n/a 🗌 |  |
| Toxic gases            | n/a 🗌 |  |
| Animals/bugs           | n/a 🗌 |  |
| Bump hazards           | n/a 🗌 |  |
| High voltage           | n/a 🗌 |  |
| Asbestos               | n/a 🗌 |  |
| PCB                    | n/a 🗌 |  |
| Noise                  | n/a 🗌 |  |
| Working at heights     | n/a 🗌 |  |
| Slip/trip              | n/a 🗌 |  |
| Temperature            | n/a 🗌 |  |
| Hot work               | n/a 🗌 |  |
| Traffic                | n/a 🗌 |  |
| Other                  | n/a 🗌 |  |

| Identify all Confined Space Entrants | Identify Stand-By Worker |
|--------------------------------------|--------------------------|
|                                      |                          |
|                                      |                          |
|                                      |                          |
|                                      |                          |
|                                      |                          |
|                                      |                          |

| Planned Work: | <ol> <li>24 hours Prior to Entry: Fax permit to PP&amp;D Safety Branch, fax# 204-986-3228)</li> <li>After Work is Complete: Forward original permit to the Supervisor in charge</li> </ol> |
|---------------|--|
| Emergency     | <ol> <li>Prior to Entry: Call Safety Branch, office# 204-986-5157 or cell# 204-805-2732</li> <li>After Work is Complete: Fax permit to Safety Branch, fax# 204-986-3860</li></ol>          |
| Repairs:      | Forward original permit to the Supervisor in charge  |

#### Applicable Safe Work Procedure

City of Winnipeg work crews only: Review applicable Job Hazard Analysis and Safe Work Procedure with crew prior to entry.

| Risk level 1 | Low risk  | Risk level 2 | Medium risk |
|--------------|-----------|--------------|-------------|
| Risk Level 3 | High risk | Risk level 4 | High risk   |

NOTE: Due to the hazard level, Municipal Accommodations staff are not permitted to enter Confined Spaces designated as Level 3 or Level 4. This work must be contracted out to a contractor with the appropriate training, equipment and experience.

#### **Air Monitoring**

- Continuous air monitoring is required in all confined spaces with a risk rating of 2, 3 or 4

- Continuous air monitoring is required in all spaces where the job process may introduce an atmospheric hazard

Yes 🗌 No Continuous air monitoring required:

| Component               | Permissible levels   | Pre-entry concentration |
|-------------------------|--|-------------------------|
| Oxygen                  | 19.5% – 23.0%  |                         |
| Flammables/combustibles | Less than 10% LEL  |                         |
| Toxics                  | CO - TWA 25 ppm<br>- cannot exceed 100 ppm at any<br>time<br>H2S - 5 ppm (15 mins STEL)<br>- TWA 1 ppm (8 hr period) |                         |

#### NOTE: If airborne toxic materials are suspected, DO NOT ENTER THE CONFINED SPACE. Contact your Supervisor and find out why they are there.

#### **Gas Tester**

Manufacturer:

Model:\_\_\_\_\_ Date calibrated:\_\_\_\_\_

## **Contractors**

- Contractors are responsible for their own personal protection equipment, rescue plans, staff training, standby workers, tools and equipment and air monitoring equipment
- Contractors must fill out the permit, perform the work and send completed copies to the Contract Administrator
- Contractors are also responsible to create and review their own Job Hazard Analysis and Safe Work Procedure for the work

| Contract administrator: | Phone #: |
|-------------------------|----------|
|                         |          |

Contractor site supervisor:\_\_\_\_\_Phone #:\_\_\_\_\_

## Final Review Before Starting Work (check all)

| Scope of work discussed   |
|---|
| Person in charge has been identified  |
| Emergency response plan has been discussed  |
| All hazards identified and appropriate safe work procedures implemented                         |
| Air quality checked where required  |
| PPE selected to mitigate the hazard(s)  |
| All required safety gear in on-site   |
| All required tooling on-site  |
| All required documentation is on-site (Safe Work Procedure, MSDS, manuals, prints etc)          |
| Confined Space Entry Permit must be posted at the work site beside the entrance to the confined |
| space, and must remain posted throughout the duration of the work                               |

## Sign-off

Person in charge of entry is satisfied all safe-work conditions have been met.

Name:\_\_\_\_\_

Signature: