

**Confined Space Entry Program
Self-Audit Checklist**

Building _____ Room _____ Supervisor _____ Date _____

Audit Performed by _____

	Y	N	NA	COMMENTS
A. Confined Space Entry Program				
1. Workplace survey complete				
2. Written program complete				
3. Training complete and documented				
4. Periodic survey of canceled permits performed and documented				
B. Confined Space Entry Procedures				
1. Evaluation of confined spaces complete				
2. Entry procedures established and documented for:				
a. permit-required confined spaces (permit spaces)				
b. alternate procedures for permit spaces				
c. non-permit confined spaces				
3. Protective equipment and materials provided and maintained				
4. Rescue and Emergency Services provided for				
5. Procedures established for work performed by contractors in confined spaces				

Key to Confined Space Entry Program Checklist

A. Confined Space Entry Program

1. A workplace survey must be completed to determine if any confined spaces exist. A list of spaces and their locations should be developed and maintained.
2. A model written program is available through EHS.
3. All persons expected to work in or near confined spaces must receive training. The amount of training required varies with the tasks to be performed. Contact EHS for assistance in determining confined space training requirements.
4. An annual review of all canceled permits must be accomplished and documented. Contact EHS for assistance.

B. Confined Space Entry procedures

1. A confined space must be evaluated before workers are allowed to enter. Information on confined space evaluation is available in the model written program or through EHS.
2. Procedures and requirements vary for each type of confined space. Assistance is available in the model written program or through EHS.

- a. A written permit system must be used for entry into any permit-required confined space. The entry supervisor is responsible for completion of permit items and for overseeing the entry. Additional information on written permit systems is available through EHS.
- b. Alternate procedures for entry into permit spaces are allowed if the only hazard present is an actual or potential atmospheric hazard which can be controlled through continuous forced air ventilation. A written certification must be developed for these spaces and made available to workers before entry begins.
- c. A confined space which has no atmospheric hazards and in which all other hazards can be rendered safe prior to entry can be classified as a non-permit confined space. A written certification must be developed for these spaces and made available to workers before entry begins.

3. EHS can provide assistance in determining the types of equipment necessary for confined space entry.
4. Public Safety must be notified prior to entry into confined spaces. They are responsible for coordinating with local emergency first aid and rescue services.
5. Assistance is available in the model written program for meeting this requirement, or you may contact EHS.