

## **Confined Space Entry General Guidelines**

1. Permit required confined spaces will be posted with a sign reading "Danger B permit required confined space, DO NOT ENTER". Manholes and vaults may not have a sign, but will be found on the list of confined spaces in your shop.
2. Entry into a confined space shall be described as any part of the entrant's body breaking the plane of an opening into the space.
3. Entrants shall be trained as outlined by the U of O confined space entry program rules. A list of Entrants will be kept on file.
4. A Permit will be required to be obtained from a designated entry authorizer prior to the entry into any confined space. The permit must be posted at the job site and clearly visible.
5. The Permit must be returned to the authorizer no later than the time and date as noted on the form. A new permit will be required any time the previous permit expires.
6. The Responsible person shall be designated by the Lead Shop Supervisor. This individual will be in charge of obtaining the permit, posting it at the site, and closing the permit at the completion of the job.
7. Attendants shall be trained as entrants and receive additional training as rescuers. A list of Attendants will be kept on file.
8. Do Not Enter a confined space without an Attendant present, unless otherwise noted as attendant not required.
9. Air Monitoring shall be performed prior to entering space and continuously during entry.
10. Inspections shall occur on any confined space entry in which the duration or location of the job warrants it.
11. Non-Compliance of the University Confined Space Entry Program training, rules, and regulations is dangerous as well as a serious infraction of the rules, which may result in formal discipline.

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