

HANFORD CONFINED SPACE ENTRY PERMIT INSTRUCTION SHEET

Date Valid

Enter the date that the confined space entry starts on the "Date Valid" line. The duration of the permit may not exceed the time required to complete the assigned task or the job identified on the permit.

CS ID

If assigned, specify the Project or Company confined space ID. If no assigned number, enter N/A on the CS ID line.

Work Package No./Permit No.

A package consisting of forms, documents, procedures, permits, work instructions, etc., as required by a work control process and utilized by workers to accomplish a defined task. For construction project work, the work order/project controlling document is the work package.

SECTION 1 – GENERAL DESCRIPTION

Location and Space Description

Enter information consistent with Hanford Confined Space Hazard ID Form. Attach the Hanford Confined Space Hazard ID Form if additional information is needed.

Purpose of Entry

Enter a summary of the work scope to be performed.

Work Activity Introduces Permit Driven Hazards

See Section 4 of Hanford Confined Space Hazard ID Form for additional hazards that may be introduced by the work activity.

Entry Type

Check all applicable boxes to identify the type of entry.

SECTION 2 - HAZARDS AND CONTROLS

Permit-Driven Hazards

List the permit driven hazards from Section 4 of the Hanford Confined Space Hazard ID Form and any permit driven hazards created by the work activity.

Hazard Elimination Controls

The Hazard Elimination Controls must be completed prior to authorizing entry. Ensure all hazards are controlled and the methods are documented on the confined space permit. Cognizant Supervisor/Manager must initial to verify controls are in place for Downgraded entries.

Method of communication to be used

Identify method(s) of communication to be used between attendant and entrant(s).

Special Rescue Instructions

Document the retrieval/rescue plan in the space if applicable. List the roles, responsibilities, and authorities.

SECTION 3 - PRE-ENTRY MONITORING

Safety and health professional, or atmospheric testing person, documents atmospheric testing results as prescribed in DOE-0360 Appendix E, *Atmospheric Testing for Confined Spaces*.

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SECTION 4 - ENTRY AUTHORIZATION

IS/IH Professional Signature

Verify hazard controls are appropriate for work being performed. Print, sign, and date.

Cognizant Supervisor/Manager

Approve the Hanford Confined Space Entry Permit. Print, sign, and date

Facility/Project Manager

Authorize the Hanford Confined Space Entry Permit. Print, sign, and date

Entry Supervisor or Cognizant Supervisor/Manager

Entry Supervisor authorizes entry into the permit required confined space. Cognizant Supervisor/Manager must authorize entry into confined spaces with atmospheric hazard only (alternate entry) and downgraded confined spaces. Print, sign, and date

Cognizant Supervisor/Manager

Signature required to authorize shift extension. Print, sign, and date.

Relieving Entry Supervisor

Only required if changing entry supervisor. Relieving entry supervisor's signature indicates verification of the required conditions specified in the Hanford Confined Space Entry Permit and authorizes entry into the confined space. Print, sign, and date.

Section 4a - MULTI-EMPLOYER ENTRIES

List company point of contact information in space provided for each additional Hanford Contractor or Subcontractor working in a space simultaneously.

SECTION 5 - ENTRY CANCELLATION

Entry Supervisor or Cognizant Supervisor/Manager cancels the Permit by completing Section 5. Entry Supervisor cancels the permit for entry into permit required confined spaces. Cognizant Supervisor/Manager must cancel the permit for entry into confined spaces with atmospheric hazard only (alternate entry) and downgraded confined spaces. Print, sign, and date.

SECTION 6 - ATMOSPHERIC MONITORING (Completed by IS/IH Professional)

IS/IH Professional identifies sampling requirements and documents special conditions and monitoring criteria in Section 6.

SECTION 7 - AIR MONITORING EQUIPMENT

To be completed by person performing atmospheric testing as identified per sampling plan documented in Section 6.