



Environmental Health & Safety

Policy & Procedure #5

TITLE: UNIVERSITY CONFINED SPACE ENTRY POLICY

OBJECTIVE AND PURPOSE: To establish personnel responsibilities and standard operating procedures, applicable to all employees who enter confined spaces.

RESPONSIBILITY: **ACTION**

- ENVIRONMENTAL HEALTH & SAFETY**
- ◆ Develop and implement a comprehensive confined space program.
 - ◆ Conduct confined space training to familiarize employees with the hazards associated with confined space entry and the use of safety equipment.
 - ◆ Perform the initial atmospheric testing of all confined spaces.
 - ◆ Provide rescue equipment to the department and monitor their use periodically.
 - ◆ Evaluate and update program as needed.
 - ◆ Must pre-approve entry into a permit required space and review all activities at the conclusion of the entry.
 - ◆ Have a representative present on the site if the space is permit required.

- DEPARTMENT**
- ∪ Inform EHS when there is a need to work in a confined space.
 - ◆ Assess the scope to determine whether there is a need to enter the confined space.
 - ◆ Determine whether entry requirements are met and equipment is readily available.
 - ◆ Ensure any hazard detected during entry into confined space shall be eliminated or protected from causing any injury or exposure.
 - ◆ Ensure employees are trained for confined space hazards and associated emergency response.
 - ◆ Provide appropriate personal protective equipment and accessories at no cost to all affected employees.
 - ◆ Ensure employees comply with FAU confined space program, keep records of cancelled permits and forward copies to EH&S.
 - ◆ Ensure employees are evacuated from the confined space, if at any time changes in the atmospheric condition are observed.
 - ◆ Ensure no employee enters a confined space until all entry requirements have been completed, approved and signed by EH&S.
 - ◆ If the space is permit required, submit the entry permit to EH&S for approval. If the space is a permit required, the approved entry permit shall be posted at the entrance to permit space.

- EMPLOYEES**
- ◆ Attend awareness training on the hazards of confined space, hazard report system, duties of personnel working in the space, and emergency procedures.
 - ◆ Comply with confined space procedures in addition to departmental rules.

REFERENCE ◆ FAC 38I-20 and 29 CFR 1910.146

ATTACHMENTS ◆ *FAU Confined Space Program/Permit Form – Attachment “A”*

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| Issued By: Landowski | Date Issued: 4/01/01 | Date Revised: | Effective Date: 4/01/01 |
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| APPROVED: | Vice President | Associate V.P. | Director |