 <p>HEALTH, SAFETY & ENVIRONMENTAL PROGRAM</p>	Section: Safe Job Practices and Procedure – Confined Space Entry/Work					
	Initial HIRA score		20		Residual HIRA score	10
	Critical Task?	Yes	Location(s)	Jobsites	REVISION # 1	
	Description		Entering and working in confined spaces as defined by the Act		# OF PAGES:	4


SAFE WORK PRACTICES

General

- Confined space work requires specialized training. Do not carry out this work if you are not properly trained
- Any worker required to wear fall protection equipment must be trained in its use and care. J-AAR requires all workers who wear fall protection equipment to attend an approved Working at Heights course
- Conduct an assessment of the space using J-AAR's Confined Space Evaluation Guideline, if needed
- Complete J-AAR's Confined Space Entry Permit and hazard assessment. Confined space work is considered a critical task by J-AAR
- Never enter a confined space without taking the proper precautions first
- Test the atmosphere inside the space with a calibrated and bump tested gas monitor.
- Each atmospheric test should be recorded, and time stamped on the confined space entry permit
- Ensure there are no biological or chemical agents in the space
- Purge or ventilate as required
- Continually test the air in the space
- There must be a dedicated attendant who is also trained in confined space entry/hazards at the access point the entire time work is being done
- Ensure that all workers involved are wearing the correct PPE for the task/retrieval if necessary
- Inspect all PPE/equipment involved before commencing work. If anything is found to be defective, tag it and remove it from service immediately
- If hot work will be undertaken in the space a hot work permit must be completed
- If conditions in the space become hazardous stop work immediately and exit

Attendant

- **Under no circumstances is the attendant to ever enter the confined space**
- Remain alert and attentive at all times at the entrance
- Monitor the entrant
- Monitor the lifeline/rescue device of the entrant
- Provide assistance to the entrant

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- Maintain constant contact with the entrant
- Initiate emergency response if necessary

Entrant

- Be aware of all hazards in the confined space
- Be aware of symptoms or warning signs of exposure
- Immediately report any concerns to the attendant
- Immediately exit the confined space if conditions dictate it, the attendant directs you to, or an alarm sounds


Communication

- Communication must be maintained between the attendant and entrant
- The attendant must be provided with an adequate device for summoning a rescue

Emergency Rescue

- Rescue procedures must be established before work commences
- If a rescue is required 911 must be called as well
- Under no circumstances should the attendant enter the space

JOB HAZARD RISK ASSESSMENT			
Initial HIRA Score	Hazards	Controls	Residual HIRA Score
20	Lack of Training	<ul style="list-style-type: none"> • Specialized training is required for entry/work in a confined space ensure workers involved are all competent before commencing work • Work at Heights is mandatory training as the entrant must wear fall protection equipment 	10
20	Lack of Inspection	<ul style="list-style-type: none"> • J-AAR's confined space evaluation guideline may be completed prior to work commencing 	10


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		<ul style="list-style-type: none"> A confined space entry permit, including hazard assessment, must be completed before entry 	
20	Lack of/inadequate Equipment	<ul style="list-style-type: none"> Rescue equipment should be made available and kept with the attendant/kept available at all times during the operation Required PPE should be established before work commences Equipment should be inspected before work commences Rescue team/procedures should be established before work commences 	10
20	Exposure to Atmospheric/chemical Hazards	<ul style="list-style-type: none"> Constantly monitor the space for atmospheric hazards Provide adequate ventilation if possible Ventilate space if required with blower 	10

SAFE WORK PROCEDURES

Planning

1. Confined space entry requires specialized training. Ensure all workers involved in the task are properly trained
2. Ensure at least one rescue worker involved is trained in first aid
3. Complete the J-AAR Confined Space Evaluation Guideline form, if needed
4. Assign roles for each worker involved with the confined space. Ensure they understand their responsibilities and roles. Attendants must not be assigned any other tasks throughout the duration. Rescue team members and the attendant must have adequate means of communication at all times
5. Establish rescue procedures
6. Complete the J-AAR Confined Space Entry Permit
7. Ensure all required PPE is available
8. Ensure all required rescue equipment is available
9. Inspect all equipment – any defective equipment should be tagged and removed from service immediately

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10. Vent mechanically if required

During the Task

1. Implement any controls for hazards found during the completion of the Confined Space Entry Permit
2. Have attendant in place at all times
3. Have attendant/entrant complete their sections of the permit
4. Rescue team must be made available if necessary
5. Monitor and control atmospheric hazards throughout the process
6. Ensure constant communication between the attendant and entrant

After the task

1. Ensure all workers are accounted for
2. Complete and close the confined space entry permit
3. Ensure all equipment is safely stored