

SAFETY PROCEDURE

SAFETY MANAGEMENT PROCEDURE FOR CONFINED SPACES

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1. APPROVAL

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This procedure is reviewed to ensure its continuing relevance to the systems and processes that it describes. A record of contextual additions or omissions is given below.				
Amendment Record				
Version	Date	Context	Summary of Amendments	
1.0	Insert Date	To manage risks and safety associated with entry of a confined space	Original	
The latest revision of this procedure is on Insert Your Company intranet site. It is the responsibility of the individual to ensure that any hardcopy is the current revision. A printed version of this procedure is uncontrolled, except when provided with a document title and revision number in the field below and marked as 'Controlled Copy'.				
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2. PURPOSE

The purpose of this procedure is to provide guidelines for the protection of personnel and equipment involved in confined space entry and to make certain they are not exposed to undue hazards and risks.

3. SCOPE

This procedure applies to all confined spaces controlled by Insert Your Company and covers the requirements for eliminating or minimizing risks to a reasonably practicable level with the entry of a confined space.

4. TERMS AND DEFINITIONS

Term	Definition
Atmospheric Testing	Is the short-term measurement, which is continuous, of oxygen level and atmospheric contaminants.
Competent	Is a combination of attributes including skills, training and experience relevant to the task or function that enables a person to perform a work task safely or discharge that function in accordance with company expectations.
Contaminant	A dust, fibre, fume, vapour, gas or other substance, in a solid or liquid form, which may present a hazard to a worker's health.
Confined Space	<p>A confined space means an enclosed or partially enclosed space which:</p> <ul style="list-style-type: none"> • Is not designed or intended primarily to be occupied by a person; and • Is, or is designed or intended to be, at normal atmospheric pressure while any person is in the space; and • Is or is likely to be a risk to health and safety from – <ul style="list-style-type: none"> ○ An atmosphere that does not have a safe oxygen level; or ○ Contaminants, including airborne gases, vapours and dusts, that may cause injury from fire or explosion; or ○ Harmful concentrations of any airborne contaminants; or ○ Engulfment.
Confined Space Entry Permit	Is written permission from the confined space authoriser (e.g. the Site Safety Manager or delegate) allowing entry to a confined space and entry requirements.