

SAFE WORK PRACTICES

TANK/VESSEL CONFINED SPACE ENTRY *Page 1 of 2*

**This information does not take precedence over OH&S. All employees should be familiar with the Saskatchewan Employment Act and the OH&S Regulations.*

General: Provincial safety legislation defines confined space entry slightly differently between provinces. The common elements are that the space:

- has restricted access and egress
- due to various conditions, is or may be come hazardous to a worker entering it

Only trained and authorized workers are permitted to perform confined space work.

To ensure the safety of our employees, the 3-part "CCC Tank/Vessel Confined Space Entry" system must be observed each time confined space work is performed. How many of the 3 steps or forms must be used for a specific confined space job will depend upon:

- where the work is being done (i.e. in the controlled environment of our own yard; on a customer site, where some environmental conditions are out of our control)
- whether the tank or vessel contains or has contained hazardous atmospheres
- other conditions such as whether the work must be performed while the tank/vessel is in service

Prior to the Start of Any Work:

1. "Pre-Job Hazard Assessment & Safety Meeting" form is completed by the foreman. An explanation must be provided in the comments section for any items on the checklist which are marked "N/A".
2. "Site Specific" form is completed by foreman or designate. Required information includes:
 - A hand drawing of the tank or vessel identifying internal and external hazards, access and egress routes, position of safety watch and emergency muster point or safe area.
 - An emergency plan including any special procedures required which are not contained on the "Pre-Job Safety Meeting" form.
 - The site emergency phone number.

This site specific information must be reviewed with everyone entering or present in the immediate work area, whether employees, site inspectors, etc. and each person must sign off on the review in the space provided.

Where an entry board is being used the Site Specific information must be posted on the board.

Because the site specific information will change each day with the status of the job and the conditions under which the work is being performed, ***the "Site Specific" information must be rewritten and reviewed with the work crew before work on each day of the job.***

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3. "Daily Entry Assessment" form is completed by the foreman or designate.
4. "Pre-Job Safety Meeting" is conducted by the foreman with all individuals in the work crew. This meeting involves a review of all information on all forms. Any special considerations or unusual hazards must be reviewed at the meeting. Each person present at the meeting signs off on the bottom of the form.

Prior to the Start of Work Each Day:

A separate "Site Specific" form and "Daily Entry Assessment" form must be completed.

See also: Job Procedure, "Confined Space Entry".