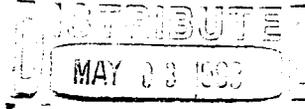


U.S. Department of Energy

IMPLEMENTATION GUIDANCE

OAK RIDGE FIELD OFFICE

ORIG 3790.X2



4-15-93

SUBJECT: OAK RIDGE OPERATIONS (ORO), FEDERAL EMPLOYEE OCCUPATIONAL SAFETY AND HEALTH CONFINED SPACE ENTRY PROGRAM

1. **PURPOSE.** This Oak Ridge Implementation Guidance (ORIG) assigns responsibility and accountability and provides administrative and/or contractual guidance to Oak Ridge Operations (ORO) to ensure that effective control over confined spaces is maintained in a manner that reduces the safety and health risks to employees. Nothing in this issuance changes any requirements contained in any DOE Order.
2. **CANCELLATION.** None.
3. **APPLICABILITY.** The provisions of this ORIG apply to ORO Principal Staff and maintenance contractors performing work at the Federal Building complex.
4. **REFERENCE.** American National Standard, Safety Requirements for Confined Spaces, ANSI Z117.1-1989.
5. **DEFINITIONS.**
 - a. **Atmospheric Testing.** Testing of the atmosphere within a confined space prior to entry. This will generally consist of oxygen and combustible gas measurements. Additional tests for toxic materials will be made if necessary.
 - b. **Attendant.** A person who is assigned as standby to monitor a confined space process or operation and provide support or react as required.
 - c. **Confined Space.** An enclosed area that has all of the following characteristics:
 - (1) Its primary function is something other than human occupancy.
 - (2) It has restricted entry and exit.
 - (3) It may contain potential or known hazards and is located in an ORO work place.
 - d. **Hazard Evaluation.** A process to assess the severity of known, real, or potential hazards at or in a confined space.

DISTRIBUTION: ORO, OSTI, and Contractors

INITIATED BY: Safety and Health
Division

- e. Non-Permit Restricted Space (NPRS). A space that by configuration meets the definition of a confined space, but which after evaluation is found to have low potential for generation of hazards.
- f. Permit Required Confined Space (PRCS). A confined space that after evaluation has actual or potential hazards, which has been determined to require written authorization for entry. See Appendix A, Confined Space Entry Permit.
- g. Qualified Person. A person who by reason of training, education, and experience is knowledgeable in the operation and is competent to judge the hazards involved.

6. RESPONSIBILITIES - FEDERAL.

a. Director, Information Resources Management Division:

- (1) Assists the Safety and Health Division in identifying confined spaces within the Federal Building complex.
- (2) Trains maintenance personnel on specific measures and precautions to attend or enter a PRCS and NPRS per the requirements of ANSI Z117.1-1989.
- (3) Ensures that entries into PRCSs are NOT ALLOWED until a qualified Safety and Health Division representative verifies that all applicable safety and health protection requirements in ANSI Z117.1-1989 are met.
- (4) Ensures that maintenance personnel use personal protective equipment and other identified control measures during confined space entries.
- (5) Develops an emergency response plan, meeting the requirements of ANSI Z117.1-1989.
- (6) Informs contractor employees of known potential hazards associated with confined spaces to be entered.
- (7) Maintains labeling of confined spaces, a record of results of hazard evaluations and a record of confined space classifications.
- (8) Provides for an attendant at PRCSs.

- b. Director, Safety and Health Division:
 - (1) Identifies confined spaces in the Federal Building complex, and classifies them as NPRS or PRCS. Survey results are provided to the Information Resources Management Division (IRMD).
 - (2) Evaluates annually the hazards associated with identified confined spaces and makes such information available to maintenance personnel.
 - (3) Identifies personnel protective equipment requirements and other control measures during the hazard evaluation.
 - (4) Performs an annual verification of maintenance personnel training.
 - (5) Provides and maintains atmospheric testing equipment and performs atmospheric testing prior to authorized entry into a PRCS.
 - (6) Assists ORO organizational units in the development of confined space entry plans and procedures, as necessary.

- 7. RESPONSIBILITIES - CONTRACTORS. Contractors that perform maintenance work at the Federal Building complex shall develop and maintain confined space entry policies and procedures equivalent to those required by this ORIG and ANSI Z117.1-1989.

- 8. PROCEDURES. None.

- 9. RECORDS. The following records will be generated under this ORIG and will be maintained and disposed of in accordance with the DOE Records Management Program:
 - a. Record of Result of Hazard Evaluations and Confined Space Classifications.
 - b. Permit Required Confined Space Entry Permit.

- 10. ATTACHMENTS. Appendix A, Confined Space Entry Permit.

Original Signed By

Daniel H. Wilken
Assistant Manager
for Administration

CHECKLIST (MUST BE COMPLETED BY SUPERVISOR-IN-CHARGE)	YES	NO
ALL PERSONNEL PARTICIPATING IN THE CONFINED SPACE OPERATION HAVE COMPLETED APPLICABLE TRAINING REQUIREMENTS.		
ALL LIGHTING, FITTINGS, AND EXTENSION CORDS ARE APPROVED EXPLOSION-PROOF EQUIPMENT.		
ALL GROUNDING AND BONDING CABLES IN PLACE.		
GROUND-FAULT CIRCUIT INTERRUPTER CHECKED AND FUNCTIONING.		
ALL IGNITION SOURCES HAVE BEEN ISOLATED.		
RESPIRATORY PROTECTION EQUIPMENT INSPECTED AND IN PROPER CONDITION.		
SAFETY RETRIEVAL/RESCUE EQUIPMENT INSPECTED AND IN PROPER CONDITION.		
CONFINED SPACE ENTRY PERMIT AVAILABLE AT THE SITE.		
VENTILATION EQUIPMENT IN USE.		
CONTINUOUS ATMOSPHERIC TESTING REQUIRED.		

COMMUNICATION METHOD BETWEEN ATTENDANT AND ENTRANT(S):

- Two-way Radio
- Telephone
- Voice/Visual
- Other (specify) _____

COMMUNICATION METHOD BETWEEN ATTENDANT AND EMERGENCY RESPONSE PERSONNEL:

- Two-way Radio
- Telephone
- Alarms
- Fire Box
- Other (specify) _____

SAFETY RETRIEVAL/RESCUE EQUIPMENT FOR ENTRY:

- Full Body Harness
- Retrieval Line
- Winch
- Fall Arresting System
- Tripod
- Other (specify) _____

PERSON SUPERVISING ENTRY (name printed)

SIGNATURE

DATE
