

COUNTY OF VENTURA	2012 EMPLOYEE HEALTH & SAFETY MANUAL	GENERAL
Originating Agency: GSA	Last Issued Revised	Policy No. 1K
Policy: GSA	8/6/2012	CONFINED SPACE ENTRY PROCEDURES
Forms: N/A		TODD ROAD JAIL COMMUNICATION VAULTS

POLICY STATEMENT

There are six communication storage vaults which GSA maintenance engineers, communication technicians and contractors may enter to perform visual inspection, pull cable or conduct repairs. The vaults originate at intake services / classification unit and are labeled C1 through C-6. The purpose of the entry procedure is to specify safe practices for entry into these areas.

BACKGROUND

The communication vaults have limited ventilation and egress and meet the Cal/OSHA definition of a confined space. Evaluation of testing data has demonstrated the atmosphere inside the vaults to be generally safe. The vaults do not contain volatile toxic products and are not considered a Permit-Required Confined Space.

These entry procedures are limited in scope to work activities and environmental conditions that do not pose or create a potentially hazardous atmosphere.

Non-permit confined spaces must be reevaluated if changes in the use or configuration of the space increases the hazard to entrants.

PRE-ENTRY PROCEDURES

1. Supervisors are to contact GSA/Safety 24-48 hours prior to entering vaults or any confined space.
2. Before entering the communication vault, the surrounding area shall be evaluated for conditions with a potential to create air contamination within the space.

The following activities and /or conditions are not permitted under the scope of these procedures:

- a. Combustion equipment being operated in or around the confined space
- b. Working with cleaners, glues, or other chemicals in or around the confined space

- c. The presence of large amounts of organic matter or other debris within the confined space
- d. Welding in or around the confined space
3. Before entering the confined space, hazard barricade, cones or other temporary barriers shall be erected to identified opening and prevent an accidental fall through.
4. Open unoccupied vaults are not to be left unattended. Only exception permitted are for brief periods under the following situations
 - a. Open vault located inside the cage area and gate is locked
 - b. Open vault located within fenced landscape area and
 - Personnel are NOT leaving immediate area
 - Vault is marked with hazard cones and/or traffic A-Frame style barricade covering opening

ENTRY PROCEDURES

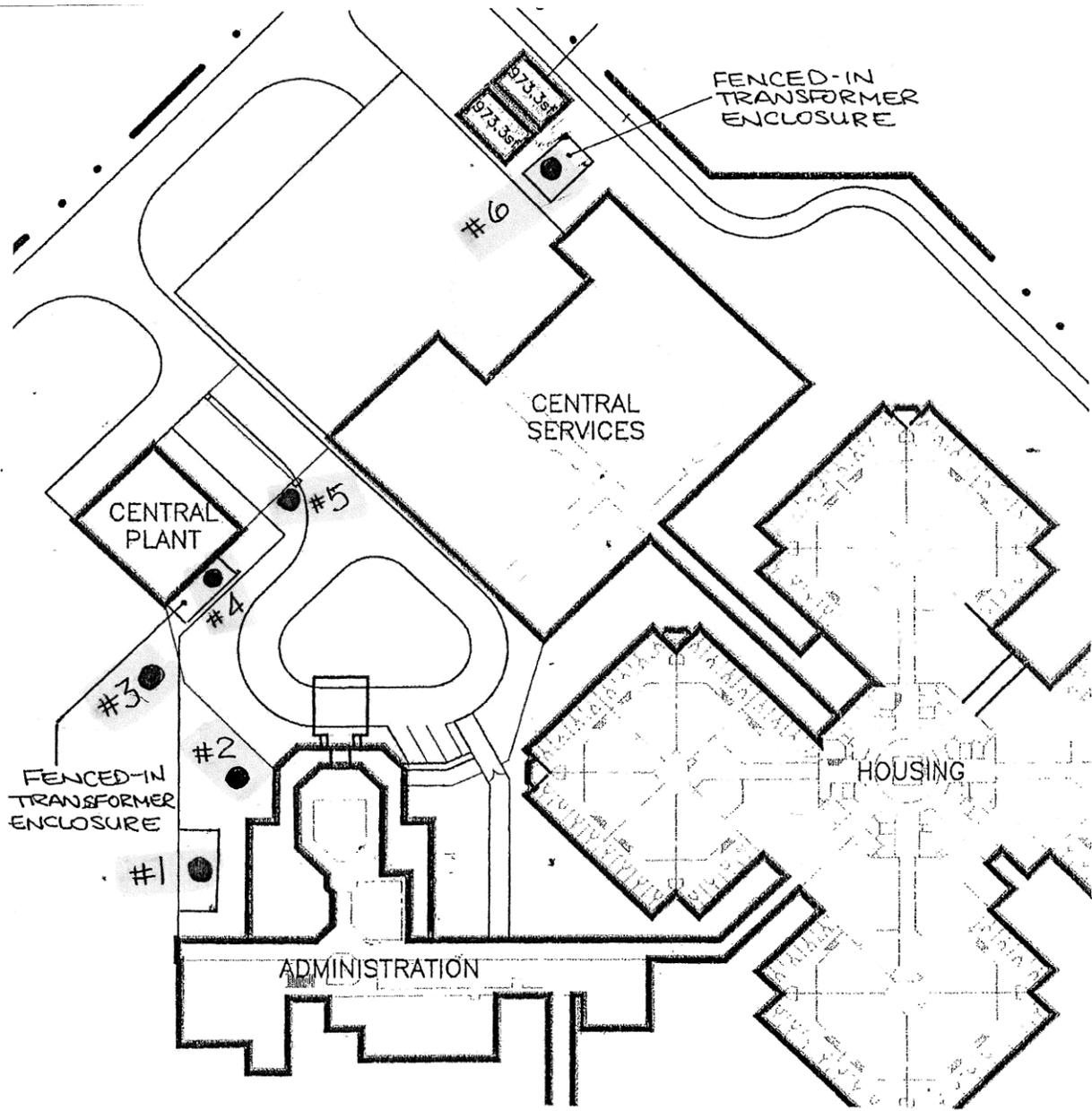
1. Employee(s) entering space are to lift utility cover in tandem. Using J hook or other manhole lifter device employees must be cautious to prevent back strain.
2. When mounting and dismounting ladder employees are to watch footing and maintain a three point contact. The vault floor may be wet and slippery.
3. An attendant knowledgeable about the hazards associated with confined space entry is to remain outside the space at ALL times. The attendant shall be equipped with a radio and/or cell phone to summon help if necessary. The attendant will continuously monitor the entrant(s), as well as conditions outside the space for any change.
4. The entrant(s) and attendant shall maintain frequent visual or radio contact.
5. The entrant(s) shall immediately leave the space should any adverse change in condition be observed (by the attendant or entrant) that could indicate an unsafe environment and/or presence of unexpected contaminants.

TRAINING

Employees required to enter confined space, as well as attendant personnel, shall be trained as to the potential hazards associated with confined space entry, and the importance of following these specific procedures.

EMERGENCY PROCEDURE

- Employee must exit the space immediately if hazard develops.
- It is NOT the practice of GSA to enter any Permit-Required Confined Space.
- It is not the practice of GSA to perform rescue by entry into any confined space. Immediately call 911 and request Fire Department service.
- Confined space emergencies shall be reported immediately or as soon as possible to supervisor.



TODD ROAD JAIL
COMMUNICATIONS VAULT LOCATIONS = ●

GSA CONFINED SPACE EVALUATION FORM

Date: 3/11/2011 **Department:** FM Trades
Area/Building: Todd Road Jail **Equipment Name:** Communications Vaults 1-6

CONFINED SPACE		Yes	No
1. Size	Is the space large enough or configured to permit bodily entry?	x	
2. Access/Egress	Are there limited or restricted means of access or egress?	x	
3. Occupancy	The space is not designated for continuous human occupancy	x	
PERMIT REQUIRED CONFINED SPACE		Yes	No
4. Hazard	*a. Is there a potential or actual hazardous atmosphere? If yes, explain - see attached air monitoring data		x
	b. Is there a potential for engulfment or entrapment?		x
	c. Is the internal configuration such that an entrant may be trapped or asphyxiated?		x
	d. Does the space contain any other safety or health hazard? (e.g. mechanical, chemical, thermal, electrical, etc.) If yes, identify:		x
If any of the above answers were YES, then YES must be checked for hazard			
		Yes	No
	5. If the only hazard checked for question 4 above was a., would continuous forced air ventilation be sufficient to maintain the space safe for entry?		
	6. Monitoring data available to support question 5?		

Based on the answers to the above questions, define the type of confined space.			
Type of space:	1	Non-regulated space (no, checked for one or more of questions 1-3)	
	2 x	Non-permit confined space (yes, checked for question 1-3 only)	
	3	Alternate procedure (yes, checked for questions 1-6, declassify space by providing sufficient ventilation and monitor before entering)	
	4	Permit required (yes, checked for question 1-4 only) - Do Not Enter	
* Some conditions that would cause question 4 a to be answered 'Yes':			
	•	Combustion equipment being operated in or around the confined space.	
	•	Working with cleaners, glues, or other chemicals in or around the confined space.	
	•	The presence of organic matter or other debris within the confined space.	
	•	Workers welding in or around the confined space.	
	•	The presence of natural gas or other chemical lines within or around the confined space.	
A NEW EVALUATION MUST BE COMPLETED IF ENTRY CONDITIONS CHANGE			
Completed by: Paula Oberst			Date: 3/11/2011

CONFINED SPACE ATMOSPHERIC TESTING LOG

Confined Space Location: Todd Road Jail - Communication Vaults 1-6

ATMOSPHERIC TESTING RECORD

Date:	Time:	Duration (min):	Oxygen Peak Low Reading (%)	Oxygen Average Reading (%)	Explosive (Gas/Vapor) Peak (%LEL)	Explosive (Gas/Vapor) Avg (%LEL)	Carbon Monoxide Peak (ppm)	Carbon Monoxide Avg (ppm)	Hydrogen Sulfide Peak (ppm)	Hydrogen Sulfide Avg (ppm)	Reading taken by:
3/11/2011	9:30 AM	5	20.9	20.9	0	0	0	0	0	0	P. Oberst
3/11/2011	10:30 AM	5	20.9	20.9	0	0	0	0	0	0	P. Oberst
3/11/2011	10:40 AM	5	20.9	20.9	0	0	0	0	0	0	P. Oberst
3/11/2011	11:30 AM	5	20.9	20.9	0	0	0	0	0	0	P. Oberst

*Reading taken at depths of 4' and 10'

Entry Criteria Levels:

- Percent of Oxygen **19.5 - 23.5%**
- Explosive (%) LEL **0% non-detectable**
- Toxic **<35 ppm CO**
- Toxic **<10 ppm H₂S**