CONFINED SPACE SAFETY CHECKLIST AND ENTRY PERMIT

SHIPBOARD CONFINED SPACE ENTRY PROCEDURES:
The procedures apply to all customs personnel involved in shipboard confined space examination. It is not discretionary and should not be treated as such. It is mandatory that the procedures be adhered to at all times. Strict compliance is essential to maintain a high level of safety.

DEFINITION OF A CONFINED SPACE:
Means an enclosed or partially enclosed space that
a) is not designed or intended for continuous human occupancy except for the purpose of performing work,

b) has restricted means of access and egress, and

c) may become hazardous to a person entering it due to
   (i) its design, construction, location or atmosphere
   (ii) the materials or substances in it, or
   (iii) any other conditions relating to it;

HAZARDS ASSESSMENT AND PRE-ENTRY VERIFICATION:
Before entering a confined space, the Confined Space Safety Checklist and Entry Permit - form E-618 must be completed and signed by all team members.

EMERGENCY PROCEDURES
Vessel construction, risk factors and entry environments differ in virtually all cases. Despite the hazards assessment and the pre-entry verifications, the assumption must remain that there are hidden hazards. The entrant must continuously proceed cautiously and not proceed any further where he believes he can be injured and/or cannot be rescued. The team's emergency preparedness is to remain high at all times.

DEPARTMENTAL SAFETY – ENTRY INTO CONFINED SPACES
The atmosphere in any confined space may be incapable of supporting human life. It may be lacking oxygen content and/or contain flammable or toxic gases. This also applies to tanks which have been inerted.

Before entry into cargo tanks, pump rooms, fuel tanks, cofferdams, duct keels, ballast tanks, cargo holds, and similar enclosed or confined spaces, an assessment must be made by the attendant in conjunction with the master or responsible officer.

GENERAL PRECAUTIONS
Do not enter any such space unless authorized by the master or the responsible officer and unless the appropriate safety procedures laid down for the ship have been carried out. The checklist on the reverse side of this sheet must be used whenever examination of a confined space is to take place.

The attendant, together with the master or responsible officer MUST determine that it is safe to enter a potentially dangerous space by ensuring that:
   (a) the space has been properly ventilated by natural or mechanical means; and
   (b) the atmosphere of the space has been tested with appropriate instruments at different levels for acceptable levels of oxygen and/or other gases.

WARNING
When the atmosphere in the space is unsafe or suspect, it should never be entered to conduct an examination. Escape or breathing apparatus must never be used in such circumstances.

PROTECTIVE EQUIPMENT AND CLOTHING
All persons entering enclosed or confined spaces should wear suitable clothing and make use of protective equipment provided. Access ladders and surfaces within the space may be slippery and suitable footwear should be worn. Safety helmets protect against falling objects and bumps. Safety harness/lifelines must be used on all applicable occasions.
Before entry into the confined space, the appropriate safety checks listed below must be carried out by the attendant and the entrant, having first made an assessment of the risk with a responsible ship’s officer.

The attendant must ensure that this checklist has been fully completed before the examination commences.

Date permit validated

Time permit validated

<table>
<thead>
<tr>
<th>Ship name</th>
<th>Location</th>
<th>Area searched</th>
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<tbody>
<tr>
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<table>
<thead>
<tr>
<th>Attendant</th>
<th>Entrant</th>
<th>Emergency Officer</th>
<th>Assisting Officer</th>
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<table>
<thead>
<tr>
<th>Print name</th>
<th>Signature (Upon completion of all checks)</th>
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<tbody>
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<table>
<thead>
<tr>
<th>Date and time of entry into this space</th>
<th>Anticipated date and time of exit</th>
<th>Length of time for which permit is valid</th>
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<tbody>
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**Hazard assessment and identification**

- Slips, trips and falls
  - Yes
  - No
- Fall exceeding 2.4 metre
  - Yes
  - No
- Potential presence of Vapours or Flammable gas? (See result Section 1)
  - Yes
  - No
- Potential presence of toxic gas? (See result Section 1)
  - Yes
  - No
- Potential presence of unacceptable oxygen levels (See result Section 1)
  - Yes
  - No
- Potential presence of airborne hazardous substances (e.g., Dust)?
  - Yes
  - No
- Presence of liquid in which entrant may drown?
  - Yes
  - No
- Presence of free-flowing solid in which entrant may be entrapped?
  - Yes
  - No
- Potential entry of liquid, free-flowing solid or hazardous substance?
  - Yes
  - No
- Material harmful to skin?
  - Yes
  - No
- Electrical Hazards?
  - Yes
  - No
- Mechanical hazards?
  - Yes
  - No
- Temperature Extremes?
  - Yes
  - No
- Other, Specify
  - Yes
  - No
SECTION 1  ATMOSPHERIC TESTING

Has the space been properly ventilated, tested, and found safe?

Tested by (Print name)  

<table>
<thead>
<tr>
<th>Time</th>
<th>Multi-gas monitor used</th>
<th>Date of last calibration</th>
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Permissible exposure limits  
CO: 0 to 25ppm  H2S: 0 to 10ppm  
02: 19.5 to 23%  LEL: 0 to 10%  
1% on Tankers  

Test results  
CO: ____________  H2S: ____________  
02: ____________  LEL: ____________

SECTION 2  TO BE CHECKED BY ATTENDANT

2.1 [ ] Has the space been properly ventilated, tested, and found safe?

2.2 [ ] Have arrangements been made to prevent the entry of liquid or hazardous substances into the space?

2.3 [ ] Have arrangements been made to continue ventilation during occupancy of the space and at breaks?

2.4 [ ] Have arrangements been made to repeat testing at regular intervals during occupancy?

2.5 [ ] Are rescue and resuscitation equipment available for immediate use at the entrance to the space?

2.6 [ ] Have arrangements been made to have a responsible person to be in constant attendance at the entrance to the space?

2.7 [ ] Has a system of communications between attendant and those entering the space, been arranged and tested?

2.8 [ ] Are access and illumination adequate?

2.9 [ ] Are portable lights and other equipment to be used, of the appropriate type?

SECTION 3  TO BE CHECKED BY THE ATTENDANT AND EMERGENCY OFFICER

3.1 [ ] Are you familiar with the breathing apparatus to be used?

3.2 [ ] Has the breathing apparatus been checked as follows:  

   (i) [ ] Adequacy of air supply -  
   Cylinder #1 _________________ psi  
   Cylinder #2 _________________ psi  
   L-1000 _________________ psi  

   (ii) [ ] Low pressure audible alarm?

   (iii) [ ] Respirator and Resuscitator - air supply and tightness?

3.3 [ ] Have the emergency signals and other emergency arrangements been agreed to?

Ships alarms  

Emergency telephone no.

SECTION 4  TO BE CHECKED BY ENTRANT

4.1 [ ] Are you aware that you should leave the space immediately in the event of ventilation problems, communication failure, or if your gas alarm is activated?

4.2 [ ] Are you satisfied that all relevant checks in sections 1, 2 and 3 have been completed?

4.3 [ ] Do you understand the arrangements made for communications between yourself and the attendant?

4.4 [ ] Have you been given permission by the attendant to enter the space?

4.5 [ ] Adequacy of air supply for the lifair 10.