

UT Health Science Center: GS5116 - Confined Space Written Program	
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Appendix A: Confined Space Entry Procedure Checklist

Step #	Process	Complete
1.	Isolate the Space from all hazards	
	a. Remove unauthorized personnel from the site of entry	
	b. LOTO	
	c. Blocking inlets, etc.	
2.	Ventilate the space (if required)	
3.	Fill out the Entry Permit	
4.	Evaluate the space	
5.	Test the atmosphere	
	a. Enter atmosphere readings on the permit	
	b. Place the completed permit on or near the CS	
6.	Enter the space and proceed with work	
	a. Is Supervisor available?	
	b. Attendant at the entry site	
	c. Tripod (as needed)	
	d. Harness and retrieval line	
	e. Required PPE	
	f. Retest atmosphere as needed / required	
7.	When the job is done	
	a. Remove all personnel, tools and debris from the space.	
	b. Close the space	
	c. Cancel the permit	
	d. Review the job with the employer (hazards, problems, etc.)	
8.	File the completed and closed permit	

Name and Signature of Person Completing Checklist

Date Completed