



# TOWN OF RAYMOND

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Adopted by: Administration

Motion Number:

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Authority to Administer: Department Supervisors

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## **Policy Name**

Code of Practice for Entry to and Work in Confined Spaces

## **Policy Statement**

Preventive maintenance in pump houses, plants and lift stations is undertaken on a normal basis to inspect and maintain equipment. Similarly, workers are called upon to inspect and work in sanitary sewer in entering and working in these areas. Confined areas can contain TOXIC or FAMMABLE GASES and may be sufficiently LOW IN OXYGEN to suffocate workers.

## **Policy Procedure**

There are a number of standard practices workers must keep in mind when entering and working in confined spaces. They are as follows:

1. Control vehicle, pedestrian, and personnel traffic at the worksite by erecting barricades and signs.
2. Ensure that a minimum of two persons are in attendance at the confined space entrance. One person should be watching the activities of the person in the confined space, while the other person should be acting as an assistant.
3. TEST THE ATMOSPHERE OF THE CONFINED SPACE before entering by inserting a probe through openings in the access hatch or cover taking care not to let outside air interfere with the reading.
4. Remove covers using appropriate tools. Store the cover away from the opening.
5. Test the atmosphere for explosive gases, toxic gases, and oxygen using CALIBRATED DETECTORS.
6. Open upstream and downstream chambers or manholes to increase air circulation.
7. Clean the area around the access hatch and remove debris that may accidentally fall into the confined space.
8. Position PORTABLE BLOWER downwind of the confined spaces and at least 10 feet from the opening. Connect hoses and lower then into the confined space. Ductwork should be lowered to the bottom.
9. RETEST the confined space atmosphere before entering. Hazardous gases may have entered from other areas.

10. The worker entering the confined space must wear a hard hat, protective clothing, and SAFETY HARNESS. Backup people should be stationed to check and securely hold a lifeline or operate a tripod-winch assembly.
11. During work, a DETECTOR MUST BE OPERATED CONTINUOUSLY to sense for toxic gases, explosive gases, and oxygen deficiency. The person outside should keep constant watch over the worker in the confined space.
12. Restrict work in the confined space to short periods. At the first signs of nausea or dizziness, workers must exit. The person on top should be alert to worker fatigue and instruct the person to exit immediately if fatigue is observed.

If the worker is unable to exit the manhole, two persons, or one person and an approved lifting device, must be available to lift the disabled worker out of the confined space. Get medical help as quickly as possible. A qualified person should administer oxygen. After work has been completed in a wastewater environment, the worker should change clothes