

Appendix C: Alternate Entry Procedure Checklist Calvin College

In order to enter a Permit-Required Confined Space using Alternate Entry Procedures, all hazards must be controlled or removed and any actual or potential hazardous atmosphere must be monitored by using a calibrated direct-read instrument for oxygen, flammability and toxicity. Continuous forced air ventilation alone must be sufficient to maintain the space safe for entry.

If a hazard is detected during the Alternate Entry, the entry shall be terminated and the space re-evaluated.

Before entry, the following checklist must be completed. If you answer “yes” to all the questions, and have completed the remainder of this form, you may enter the confined space. Answering “no” to any of the questions means you may not enter unless you use Permit-Required Confined Space Entry Procedures.

Space to be entered: _____

Purpose of entry: _____

Location: _____ **Date:** _____

Pre-Entry Checklist:

Question	Yes	No
1. Does a survey of the surrounding area show that it appears to be free of atmospheric hazards?		
2. Have you evaluated and eliminated any hazard to ensure that the cover to a confined space can be removed safely?		
3. Have electrical energy sources that could pose a hazard been de-energized and locked out?		
4. Is piping that could pose a hazard, drained and are all valves locked out and tagged?		
5. Are other sources of energy such as steam, hydraulic, air, or mechanical systems that could pose a hazard locked and tagged out?		
6. To the best of your knowledge will the area remain free of all other known hazards for the duration of the entry.		
7. Have you been trained on the hazards, equipment and safe work practices necessary to make the entry and all work performed during the entry safe?		
8. Are you trained to operate the air monitoring equipment?		
9. Are you trained and authorized to enter confined spaces?		
10. If continuous forced ventilation is indicated, is it in place, operating, and directed to the work area?		
11. Was the air monitoring equipment calibrated within 30 days?		
12. Did you test the atmosphere before entry and record the readings below?		
13. Is it true that the air monitoring equipment did not go into alarm during initial testing?		
14. Will the confined space atmosphere be monitored continuously during your entry?		
15. Is the opening guarded to prevent persons or objects from falling into the space?		

Atmospheric Testing Record:

Sampled for:	Permissible Entry Levels	Initial reading	30 min	1 hr	1.5 hr	2 hr	2.5 hr	3 hr	3.5 hr	4 hr
Oxygen	19.5 to 23.5%									
Flammable (LFL)	Under 10%									
Carbon Monoxide	Under 35 PPM									
Toxics	Under the PEL									
Other										
Other										

If you have completed the above checklist and answered “yes” to all questions, you may authorize appropriately trained individuals to enter the confined space using Alternate Entry Procedures.

Entrants: _____

Entry was:
 ___ Concluded normally
 ___ Aborted due to problems listed: _____

This checklist is to be sent to the EHS office when the job is completed.