

HANFORD CONFINED SPACE ENTRY PERMIT INSTRUCTIONS

Date Valid	Enter the date that the confined space entry starts on the Date Valid line. The duration of the permit may not exceed the time required to complete the assigned task or the job identified on the permit.
Confined Space ID	If assigned, specify the Project or Company confined space ID. If no assigned number, enter N/A on the CS ID line.
Work Package No/ Permit No.	A package consisting of forms, documents, procedures, permits, work instructions, etc., as required by a work control process and utilized by workers to accomplish a defined task. For construction project work, the work order/project controlling document is the work package.

SECTION 1 - GENERAL DESCRIPTION

Location and Space Description	Enter information consistent with Hanford Confined Space Hazard ID Form. Attach the Hanford Confined Space Hazard ID Form if additional information is needed.
Purpose of Entry	Enter a summary of the work scope to be performed.
Work Activity Introduces Permit Driven Hazards	See Section 4 of Hanford Confined Space Hazard ID Form for additional hazards that may be introduced by the work activity.
Entry Type	Check all applicable boxes to identify the type of entry.

SECTION 2 - HAZARDS AND CONTROLS

Permit Driven Hazards	List the permit driven hazards from Section 4 of the Hanford Confined Space Hazard ID Form and any permit driven hazards created by the work activity.
Hazard Elimination Controls	The Hazard Elimination Controls must be completed prior to authorizing entry. Ensure all hazards are controlled and the methods are documented on the confined space permit. Cognizant Supervisor/Manager must initial to verify controls are in place for Downgraded entries.
Method of Communication to be Used	Identify method(s) of communication to be used between attendant and entrant(s).
Special Rescue Instructions	Document the retrieval/rescue plan in the space if applicable. List the roles, responsibilities, and authorities.

SECTION 3 - PRE-ENTRY MONITORING

Safety and health professional or atmospheric testing person documents atmospheric testing results as prescribed in DOE-0360 Appendix E, *Atmospheric Testing for Confined Spaces*.

SECTION 4 - ENTRY AUTHORIZATION

IS/IH Professional Signature	Verify hazard controls are appropriate for work being performed. Print first and last name, sign and date.
Cognizant Supervisor/Manager	Approve the Hanford Confined Space Entry Permit. Print first and last name, sign and date.
Facility/Project Manager	Authorize the Hanford Confined Space Entry Permit. Print first and last name, sign and date.
Entry Supervisor or Cognizant Supervisor/Manager	Entry Supervisor authorizes entry into the permit required confined space. Cognizant Supervisor/Manager must authorize entry into confined spaces with atmospheric hazard only (<i>alternate entry</i>) and downgraded confined spaces. Print first and last name, sign and date.
Cognizant Supervisor/Manager	Signature required to authorize shift extension. Print first and last name, sign and date.
Relieving Entry Supervisor	Only required if changing entry supervisor. Relieving entry supervisor's signature indicates verification of the required conditions specified in the Hanford Confined Space Entry Permit and authorizes entry into the confined space. Print first and last name, sign and date.

SECTION 4a - MULTI-EMPLOYER ENTRIES

List company point of contact information in space provided for each additional Hanford Contractor or Subcontractor working in a space simultaneously.

SECTION 5 - ENTRY CANCELLATION

Entry Supervisor or Cognizant Supervisor/Manager cancels the Permit by completing Section 5. Entry Supervisor cancels the permit for entry into permit required confined spaces. Cognizant Supervisor/Manager must cancel the permit for entry into confined spaces with atmospheric hazard only (*alternate entry*) and downgraded confined spaces. Print first and last name, sign and date.

HANFORD CONFINED SPACE ENTRY PERMIT INSTRUCTIONS (Continued)

SECTION 6 - ATMOSPHERIC MONITORING *(Completed by IS/IH Professional)*

IS/IH Professional identifies sampling requirements and documents special conditions and monitoring criteria in Section 6.

SECTION 7 - AIR MONITORING EQUIPMENT

To be completed by person performing atmospheric testing, as identified per sampling plan documented in Section 6.