

ALTERNATE ENTRY PROCEDURE AND PERMIT

To be used where the ONLY hazard in the space is an actual or potential hazardous atmosphere that can be controlled with forced air ventilation alone. If these conditions change, a Confined Space Entry Permit is required. Yale University employees are only authorized to enter confined spaces after having received training in specialized entry procedures. Notify Supervisor or Control Center before entering and upon exiting space.

Date: _____ Location: _____ Type of Space: _____

Reason for Entry: _____ Form Completed by: _____

Person(s) Entering: _____

PREPARATION

1. Check air monitor calibration status and battery condition,
2. Protect Entry Perimeter,
3. Arrange for forced-air ventilation equipment and power supply,
4. Arrange for an attendant person and means of communicating to attendant, police and security.
 - For entry into Electrical Vaults, attendant must be First Aid and CPR trained.

ON-SITE MONITORING

1. Before entry, test air at the top of the space through the cover, if possible. Record the results.
2. If acceptable, open the cover. Test the air at the middle and bottom of the space. Record the results. If the combustibility reading at the bottom is greater than at the top of the space, notify your supervisor and the Environmental Health and Safety Department. **DO NOT ENTER THE SPACE!**
3. If the air is not safe, ventilate, purge and retest. If the atmosphere does not clear, **DO NOT ENTER THE SPACE!**
4. Once an acceptable atmosphere is obtained, ventilate the space for at least 10 minutes.
5. Continuously ventilate and monitor the space. Record the monitoring results every 15 minutes and perform periodic communication checks with entrant. Retest the air after breaks and lunch. Additional space is provided on back of this document.

MONITORING MEASUREMENTS

Instrument Name: _____ Model Number: _____ Serial Number: _____

Pre-Entry Condition Verified By (Print/Sign): _____ / _____

TIME OF READING	OXYGEN Safe Range (19.5-23.5%)	LEL Safe Range (<10%)	CO Safe Range (<35ppm)	H2S Safe Range (<10 ppm)
Pre-Entry:	Top of Space: _____ Middle of Space: _____ Bottom of Space: _____	Top of Space: _____ Middle of Space: _____ Bottom of Space: _____	Top of Space: _____ Middle of Space: _____ Bottom of Space: _____	Top of Space: _____ Middle of Space: _____ Bottom of Space: _____
Time of Entry:	Time of Exit:			

EMERGENCY AND RESCUE PROCEDURES

- Initiate self or non-entry rescue if feasible. **DO NOT ENTER THE SPACE TO PERFORM RESCUE!**
- Notify Police and Security: 911 or x911 (for Yale phone), 432-4400, 785-5555
- Indicate location and that the incident involves a Confined Space Emergency
- Coordinate balance of rescue with other emergency services.

Debriefing Notes: _____

Supervisor's Signature _____ Date _____

**Keep this log at the work site during the operation.
Note any comments, feedback and suggestions on this form ("Debriefing Notes"). Complete this form and return it to your supervisor when finished for retention of at least 2 years.**

