VI. SPECIFIC CONFINED SPACE ENTRY PROCEDURES

A. Entering a Permit Required Confined Space
1. If there is an option to enter the confined space from the side or top, always choose the side entry.
2. If the side entry is utilized, a safety belt with a line attached to the employee in the confined space will be secured outside the entry opening and manned by the Attendant.
3. If a top entry is utilized, the retrieval system must meet the requirements as specified in Section VI, C, 4 of this document.

B. Ventilating a Confined Space
1. Use one or more blowers to provide adequate ventilation for the space.
2. Ensure the ventilation air supply is from a clean source.
3. Allow enough time for blowers to clear the space before entering it. Air sampling must be performed and documented to verify acceptable atmospheric conditions prior to entering.
4. When required to provide adequate ventilation, the blowers must remain on during the entire entry into the confined space. If a blower fails, the Entrant must leave the space immediately. This applies to Permit Required and Alternate Entry Procedure confined spaces.
5. Whenever oxygen-consuming equipment is used, measures shall be taken to ensure adequate combustion air and exhaust gas venting.

C. Emergency Rescue from Permit Required Confined Spaces
1. More employees are killed while attempting rescues than Entrants. Based on this information, emergency rescues within confined spaces must only be attempted by emergency medical personnel who are properly trained and have the proper rescue equipment.
2. Self-rescue is always the preferred rescue method. Authorized Entrants are informed about how to recognize their own symptoms of exposure to a dangerous atmosphere or when a prohibited condition is detected, based on the potential hazards and pre-entry checklists. This recognition allows Entrants to escape quickly without assistance.
3. All rescues attempted by SDSU personnel in confined spaces will be Non-Entry Rescues.
4. Retrieval systems shall be used whenever an Authorized Entrant enters a permit space unless the retrieval equipment would increase the overall risk of entry or would not contribute to the rescue of the Entrant. If a harness and retrieval line are not used because they will increase the overall risk of entry, then the reason for not using the retrieval system must be approved by the Supervisor and documented on the permit. Retrieval systems shall meet the following requirements:
   - Each Authorized Entrant shall use a chest or full body harness that suspends a person in the upright position with a retrieval
line attached to a suitable point so that when rescued, the Entrant presents the smallest possible profile. The line shall be at least 1/2-inch diameter and 2,000-pounds test. Suggestions for placement of the line include at the center of the Entrant’s back near shoulder level or above the Entrant’s head. Wristlets may be used in lieu of the chest or full body harness if the use of a chest or full body harness is infeasible or creates a greater hazard and it can be demonstrated that the use of wristlets is the safest and most effective alternative.

- The other end of the retrieval line shall be attached to a mechanical device or fixed point outside the permit space in such a manner that rescue can begin as soon as the rescuer becomes aware that rescue is necessary.
- A mechanical hoisting device shall be available to retrieve personnel from vertical type permit spaces more than 5 feet deep.
- The hoisting device shall be positioned over the entry. The retrieval line, which is attached to the worker, shall be threaded through the hoist.

5. The Entry Supervisor shall know and specify how emergency medical personnel will be notified. For example, the Attendant will contact Work Control using the radio and Work Control will contact University Police and notify outside rescue services personnel, as listed on the Confined Space Entry Permit. The Attendant shall inform Work Control in the event that the Attendant must perform a non-entry rescue.

6. Review of non-entry rescue procedures shall be included as a part of refresher training for all employees who participate in non-entry rescue.

7. At least one person must be immediately available and CPR and First Aid trained during a permit required confined space entry.

8. If an injured Entrant is exposed to a substance for which a Safety Data Sheet (SDS) or similar written information is required to be kept at the work site, that SDS or written information shall be made available to the medical facility treating the exposed Entrant.

D. SDSU Obligations Regarding Contractors

When employees of another employer perform work at SDSU that involves confined space entry, SDSU shall:

1. Inform the contractor that the workplace contains permit spaces and entry is allowed only through compliance with a permit confined space program meeting the requirements of Title 8, California Code of Regulations, Sections §5156-5158, and the Code of Federal Regulations Subpart J §1910.146,

2. Apprise the contractor of the elements and hazards identified within the space,
3. Apprise the contractor of any precautions or procedures that SDSU has implemented for protection of employees in or near the permit spaces where contractor personnel will be working,

4. Coordinate entry operations with the contractor when both SDSU personnel and contractor personnel will be working in or near permit spaces, and

5. Debrief the contractor at the conclusion of the entry operations regarding any hazards confronted or created in the space during entry operations.

E. Program Review

1. Departments shall perform an annual review covering all entries performed during the 12-month period and results shall be available for all employees to review. EH&S shall review and update written procedures in this program annually.

2. Entry operations shall be reviewed when there is reason to believe that the measures taken under the permit space program may not protect employees and the program will be revised to correct deficiencies found to exist before subsequent entries are authorized.