

SMM 7.2.4 Enclosed Space Entry Form

Definition

Enclosed space means a space that:

1. Is large enough and so configured that an employee can bodily enter and perform assigned work; and
2. Has limited or restricted means for entry or exit, (examples are, but not limited to, tanks, vessels, silos, storage bins, hoppers, vaults, and pits); and

Is not designed for continuous employee occupancy. Permit required enclosed space means a enclosed space that has one or more of the following characteristics:

1. Contains or has a potential to contain a hazardous atmosphere; or
2. Contains a material that has the potential for engulfing an entrant; or
3. Has an internal configuration such that an entrant could be trapped or asphyxiated by inwardly converging walls or by a floor which slopes downward and tapers to a smaller cross-section; or
4. Contains any other recognized serious safety or health hazard.

Prior to entering an Enclosed Space the following Enclosed Space form shall be completed.

Task: _____

Please put a checkmark next to each action after completed

- ☐ The Master or his Designee has been notified of plans to enter the enclosed space and has identified all hazards
- ☐ Involved personnel have conducted a safety briefing prior to entry
- ☐ A safety person shall be briefed and assigned to the entrance of the space while the space is manned
- ☐ Proper protective equipment necessary for the task is to be used
- ☐ Power sources to the space have been identified and locked out as necessary
- ☐ The space has been opened and properly ventilated prior to and during entry
- ☐ If the space to be entered has contained hydrocarbons, that space shall be certified as "safe for entry" by a Certified Gas Chemist or by the Chief Engineer, who must be shipyard certified
- ☐ Sufficient lighting and portable lighting for each person entering shall be provided
- ☐ Before entering, remotely test the space with the four gas monitor. The results should be as follows
 - ☐ O₂–20.9% CO–0% LEL –0% H₂S –0% **If readings are anything other than this, no one is to enter the space and the Master is to be informed.**
- ☐ The monitor shall be carried at all times while in the enclosed space
- ☐ Notify both Deck and Engineering Watch Officers when entering the space
- ☐ Upon completion, remove all equipment from the space, secure hatch, and notify both Deck and Engineering Watch Officers

Space was tested (date, time) _____

It is safe to enter for _____ hours. (typically 12-24 hours)

Enclosed Space Entry Personnel's printed/typed name	Enclosed Space Entry Personnel's signature
Chief Engineer's printed/typed name	Chief Engineer's Signature
Master's printed/typed name	Master's Signature

This form shall be documented in Sinex.
