



# CONFINED SPACE



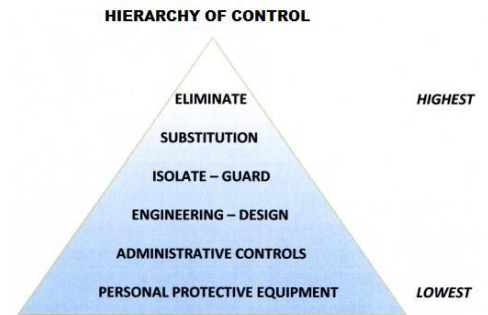
**Business Name & Address:** \_\_\_\_\_ **Property Name/PIC:** \_\_\_\_\_

**Audit Team:** \_\_\_\_\_ **Audit Date:** \_\_\_\_/\_\_\_\_/\_\_\_\_

**Description (structure type):** \_\_\_\_\_ **GPS Ref./Location:** \_\_\_\_\_ **Asset ID # (if applicable)** \_\_\_\_\_

RISK CALCULATOR	LIKELIHOOD – The likelihood of the exposure causing injury to a person given the frequency of exposure				
CONSEQUENCES How severely could it hurt someone	ALMOST CERTAIN <i>Is expected to occur in most circumstances</i>	LIKELY <i>Will probably occur in most circumstances</i>	POSSIBLE <i>Might occur at sometime</i>	UNLIKELY <i>Could occur at sometime</i>	RARE <i>May occur in exceptional circumstances</i>
<b>CATASTROPHIC</b> <i>Death or permanent disability</i>	EXTREME	EXTREME	EXTREME	EXTREME	HIGH
<b>MAJOR</b> <i>Serious bodily injury</i>	EXTREME	EXTREME	EXTREME	HIGH	HIGH
<b>MODERATE</b> <i>Casualty Treatment</i>	EXTREME	HIGH	HIGH	MODERATE	MODERATE
<b>MINOR</b> <i>First aid only, no lost time</i>	HIGH	HIGH	MODERATE	LOW	LOW
<b>INSIGNIFICANT</b> <i>No injuries</i>	HIGH	MODERATE	LOW	LOW	LOW

RISK CLASS	ACTION REQUIRED
OK or Not Applicable	<b>No Foreseeable Risk - <u>OK</u> for now; <u>Review</u> if any equipment/people/materials/work methods or procedures change. <u>Or</u> this particular inspection item is <u>Not Applicable</u> to this workplace</b>
EXTREME	<b>Extreme Risk - <u>Act Now</u> Do something about these risks immediately. Stop the task until the hazard is controlled and the risk managed.</b>
HIGH	<b>High Risk - <u>Act As Soon As Possible.</u> Do something to manage these risks as soon as possible. Consultant with Management</b>
MODERATE	<b>Moderate Risk - Develop a <u>PLAN</u> to manage these risks / note any suggestions on how the risk might be managed.</b>
LOW	<b><u>OK</u> for now <u>Review</u> if any equipment/people/materials/work methods or procedures change.</b>



IDENTIFIED HAZARDS	OK or NA	EXTREME (Act Now)	HIGH (Act ASAP)	MODERATE (Plan)	LOW (Review)
<b>GENERAL PRECAUTIONS and PROCEDURES</b>					
1. Has the work area been identified as a 'Confined Space' in accordance with clause 1.5.5 of AS/NZS 2865 – <i>Safe Working in a Confined Space</i> ?					
2. Is a copy of Workplace Health and Safety Queensland's "A guide to working safely in confined spaces" available to all workers?					
3. Has an authorised person for confined space entry been appointed?					
4. Has the identified confined space been entered onto the Confined Space Register?					
5. Has the confined space been identified by a sign or barrier next to the entry point?					

IDENTIFIED HAZARDS	OK or NA	EXTREME (Act Now)	HIGH (Act ASAP)	MODERATE (Plan)	LOW (Review)
6. Is the confined space structure covered or guarded to prevent access by persons or animals? e.g. Are wells covered to prevent a slip, trip or falls or unauthorised entry into the well at all times; except when work is being performed in the confined space?					
7. Does the confined space have a convenient means of entry and exit? <ul style="list-style-type: none"> <li>• Entry - 450mm diameter or 450mm high X 400mm wide (AS 1657)</li> <li>• Access ladders:                             <ul style="list-style-type: none"> <li>○ Is condition rusted, slippery or worn</li> <li>○ Are ladder rungs a minimum 20mm in diameter</li> <li>○ Are ladder rung spacing at least 250mm and not more than 300 mm and uniform spacing</li> <li>○ Is the stile (stringer / vertical sides) cross-section 50-80mm for flat and 40-65mm diameter for round</li> <li>○ Are ladder safety cages in place (AS 1657)</li> </ul> </li> <li>• Walkways:                             <ul style="list-style-type: none"> <li>○ Are they rusted, slippery or worn with rest points and hand rails (AS 1657)</li> </ul> </li> </ul>					
8. Have workers been educated and trained for confined space work?					
9. Is access to the confined space restricted only to persons who have been authorised by the 'Confined Space Permit'?					
10. If there is an unsafe atmosphere or risk of engulfment; will a stand-by observer with means of communication be posted outside the confined space while workers are inside the confined space?					
11. Has the stand-by person been trained in his/her role?					
12. Where required is PPE available for workers inside the confined space?					
13. Have arrangements been made for an emergency response such as: <ul style="list-style-type: none"> <li>• First –aid</li> <li>• Resuscitation</li> <li>• Rescue access</li> <li>• Availability of a rescue tripod or rescue hard point attachment above the confined space entry</li> <li>• Is a rescue harness available? (ASNZS 1891.4)</li> </ul>					
14. Will the work position inside the confined space involve stooped, awkward or cramped positions?					

IDENTIFIED HAZARDS	OK or NA	EXTREME (Act Now)	HIGH (Act ASAP)	MODERATE (Plan)	LOW (Review)
15. Have previously conducted confined space risk assessments been reviewed to identify procedural improvements, prior to work in the confined space?					
<p><b>ASSESSING HAZARD GROUPS</b></p> <p><b>MECHANICAL</b> – agitators, augers, blenders, power transmission belts, mixers and conveyors</p> <p><b>ENVIRONMENTAL</b> – heat / cold stress, wet, damp or humid, insects, animals, slippery surfaces</p> <p><b>ENGULFING MATERIALS</b> – agricultural products, wood chips / saw dust, coal products, plastics, grains, sand / soil</p> <p><b>NOISE</b> – ambient noise levels, noise from plant / machinery, work inside the confined space</p> <p><b>ATMOSPHERIC</b> – oxygen deficiency &lt;19.5%, oxygen enrichment &gt;23.5%, combustible materials, toxic air contaminants (e.g. raised carbon dioxide or hydrogen sulphide gas levels from decomposing grain, organic material or sewage (methane), carbon monoxide, and flammable vapours)</p> <p><b>IGNITION</b> – open flames, heat source, friction sparks, grinding, cutting &amp; welding, electrical equipment</p> <p><b>ELECTRICAL</b> – lines / cables, transformers / capacitors, relays / switches, exposed terminals</p> <p><b>CHEMICAL</b> – acids / alkalis, solvents / cleaning fluids, skin irritants, fumigant residue (e.g. phosphine)</p>					
16. Are all power sources isolated, locked and tagged? (Electrical, compressed air, hydraulic, springs, weights, etc.)					
17. Has all the confined spaces’ product in-feed and extraction sources been isolated, locked and tagged? (I.e. Grain Augers In and Out.)					
18. Are the confined space internal environmental conditions going to affect workers? (Use the above <i>Environmental</i> information as a guide to assess risk to workers, allowing for rest breaks, etc.)					
19. Is there sufficient light inside the confined space for the work task?					
20. Has the maximum amount of engulfing material been removed from the confined space before workers enter the confined space?					
21. Is there a risk of engulfment from the remaining engulfing material in the confined space?					
22. Will the work process inside the confined space produce excessive noise (greater than 85 dB A) such that the daily noise dose of workers may be exceeded?					
23. Is there equipment outside the confined space that will produce excessive noise inside the confined space such that the daily noise dose of workers may be exceeded?					
24. If the confined space has a top and bottom opening, have they been opened to normal atmosphere?					

IDENTIFIED HAZARDS	OK or NA	EXTREME (Act Now)	HIGH (Act ASAP)	MODERATE (Plan)	LOW (Review)
25. Has the confined space top and bottom openings been open for >24 hours? (The time will depend on the products that were in the confined space.)					
26. Assess the risk for confined spaces that cannot be opened at the top or bottom. (What products are in the confined space? e.g. A build up of rotting organic material – algae, leaves, and fish – will provide for a higher risk and an air quality sample will need to be taken. Use the above <i>Atmospheric</i> information as a guide.)					
27. Assess the risk for a confined space that cannot be opened top or bottom where a method will be used to introduce atmospheric air to purge air within the confined space. (How many times has the total volume of the confined space been changed with atmospheric air and over what period of time?)					
28. Has an air sample been taken from the confined space? (Several air quality tests need to be taken throughout the year to determine a base line for when routine air quality testing will be conducted and how many times. Otherwise an air sample must be taken before work commences.)					
29. When was the last air sample taken? (Is that air sample still current?)					
30. Has there been any change to the confined space since the last air sample was taken? (Has a chemical been used, water entered the confined space - use the above <i>Atmospheric</i> information as a guide.)					
31. Will diesel / petrol powered plant be used near the confined space entry? (If so, assess how close to the entrance of the confined space the plant is situated. Is the wind direction towards the confined space, what height above confined space? Continuous air quality sampling may be required.)					
32. Will motor vehicles be operating outside the confined space? (If so for how long, if it is for any length of time continuous air quality monitoring is required.)					
33. Will ignition sources be used in the confined space? (Assess the risk of fire or explosion inside the confined space - use the above <i>Ignition</i> information as a guide.)					
34. Are confined spaces workers going to introduce products that will affect the confined space atmosphere (petrol, paint, epoxy products, exhaust gasses) or will potentially hazardous conditions result from the work activities?					
35. Is all electrical equipment inspected prior to use?					
36. Is all electrical equipment connected to a Safety Switch - RCD? (RCD to be tested prior to use.)					

IDENTIFIED HAZARDS	OK or NA	EXTREME (Act Now)	HIGH (Act ASAP)	MODERATE (Plan)	LOW (Review)
37. Have all chemicals / products used in the confined space been assessed? (Use product MSDS to assess the risks, use the above <i>Chemical</i> information as a guide.)					
<b>Additional Hazards</b>					
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45.					
46.					

**RISK ASSESSMENT AND MANAGEMENT RECORD**

**HIERARCHY OF CONTROLS PLANNED OR IMPLEMENTED**

Item #	Date	Identified Hazard	Assessed Risk Level	Control 1 Eliminate	Control 2 Substitute	Control 3 Isolate or Guard	Control 4 Redesign or Engineering	Control 5 Administration	Control 6 PPE

**IMPLEMENTATION AND CONTROL SHEET**

Item #	RISK MANAGEMENT ACTION REQUIRED	Responsible Person	Cost \$	Target Date	Date Actioned	Revised Risk Level after Action