Confined Space Checklist

A permit-required confined space entry check covering testing, ventilation, attendant and rescue.

Permit and Authorization

- [ ] Confirm the confined space is evaluated and classified before entry.
- [ ] Verify a valid entry permit is completed, signed and posted.
- [ ] Check the permit lists hazards, controls and authorized entrants.
  The permit is valid only for the duration and conditions stated.
- [ ] Confirm the entry supervisor has authorized the entry.
- [ ] Verify the permit is canceled and conditions are reassessed if anything changes.
- [ ] Confirm entry, work and exit times are recorded.

Isolation and Lockout

- [ ] Confirm all hazardous energy is identified and controlled by lockout/tagout.
- [ ] Verify lines carrying liquids, gases or steam are blanked or disconnected.
- [ ] Check that mechanical equipment inside the space is de-energized and locked.
- [ ] Confirm engulfment hazards from liquids or solids are eliminated or controlled.
- [ ] Verify isolation is verified before any entrant goes in.

Atmospheric Testing

- [ ] Test the atmosphere before entry in order: oxygen, flammables, then toxics.
- [ ] Confirm readings are within acceptable entry limits.
- [ ] Verify the gas detector is calibrated and bump-tested.
  Use a calibrated, bump-tested instrument for every entry.
- [ ] Continuously monitor the atmosphere throughout the entry where required.
- [ ] Test all levels of the space, as gases can layer by density.

Ventilation and Controls

- [ ] Provide mechanical ventilation to maintain a safe atmosphere.
- [ ] Confirm ventilation draws from a clean air source, not contaminated air.
- [ ] Verify required PPE and respiratory protection are available and worn.
- [ ] Confirm lighting and tools are rated for the space and any flammables.
  Never use ventilation as the sole control without monitoring.
- [ ] Check that retrieval lines and harnesses are fitted where required.

Roles and Communication

- [ ] Confirm an attendant is stationed outside the space at all times.
- [ ] Verify continuous communication between entrant and attendant.
- [ ] Confirm the attendant does not enter to attempt rescue.
- [ ] Check that all entrants and attendants are trained for their roles.
- [ ] Verify the attendant can order immediate evacuation if needed.

Rescue and Emergency

- [ ] Confirm a rescue plan is in place before entry begins.
- [ ] Verify non-entry rescue equipment is rigged and ready.
- [ ] Confirm a trained rescue team or service is available and notified.
- [ ] Check emergency contacts and procedures are posted at the entry point.
- [ ] Verify rescue procedures have been practiced for similar spaces.
- [ ] Important: this is general guidance only and does not replace OSHA regulations, the entry permit, formal training or your employer's confined space program; confirm requirements with a qualified person.