

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.