

Northern Maine Community College Confined Space Entry Policy

Approved: November 2006

Updated: February 2009

Reviewed and Revised on April 10, 2013 by Carl Allen

Reviewed and Revised on Oct 8, 2013 by Carl Allen

Reviewed and Revised on October 17, 2016 by Safety Sub-Committee (WORKING
COPY)

Northern Maine Community College
Confined Space Program – (CFR1910.146)

Policy

All confined spaces located on the Northern Maine Community College campus shall be identified and access by the College's personnel shall be prohibited.

Contractors entering identified confined spaces must meet the guidelines below.

Responsibility

Contractors shall be responsible for the following:

1. Utilizing any available information from Northern Maine Community College regarding the permit-required confined space hazards and entry operations prior to entry;
2. Providing Northern Maine Community College, specifically the Dean of Technology and Facilities, the permit-required confined space program to be followed by the contractor. This program shall include at a minimum:
 1. Policies and procedures for confined space testing and/or monitoring
 2. Policies and procedures for permit-required confined space entry
 3. Responsible party issuing entry permits
 4. Rescue and emergency services agreement(s)

Employees are responsible for complying with college policy for permit-required confined spaces.

Posting Hazard Warning Signs

If a permit- required confined space is located on Northern Maine Community College property, it shall be identified with the following:

**CAUTION
CONFINED SPACE
DO NOT ENTER WITHOUT OBTAINING PERMIT**

When posting of warning signs is not feasible, permit-required confined spaces shall be identified by other equally effective means (e.g., training).

Training

Northern Maine Community College shall be responsible for providing appropriate training to all employees. Training will include an overview of the College's confined space program, the permit-required confined space entry policy and the location of the confined spaces that have been identified.

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Recordkeeping

Training programs and records shall be maintained by the Director of Finance for three years subsequent to the initial training period and will include the following:

1. Dates of the training sessions;
2. Contents or summary of the training sessions;
3. Names and qualifications of persons conducting the training; and
4. Names and job titles of all persons attending the training sessions.

Identified Permit-Required Confined Spaces

A reference map of the College's identified permit-required confined spaces shall be included with the written Confined Space Program (Appendix A). If changes in the location, permit-required status or hazards associated with the confined space should occur, the reference map shall be replaced with an accurate map to reflect this information.

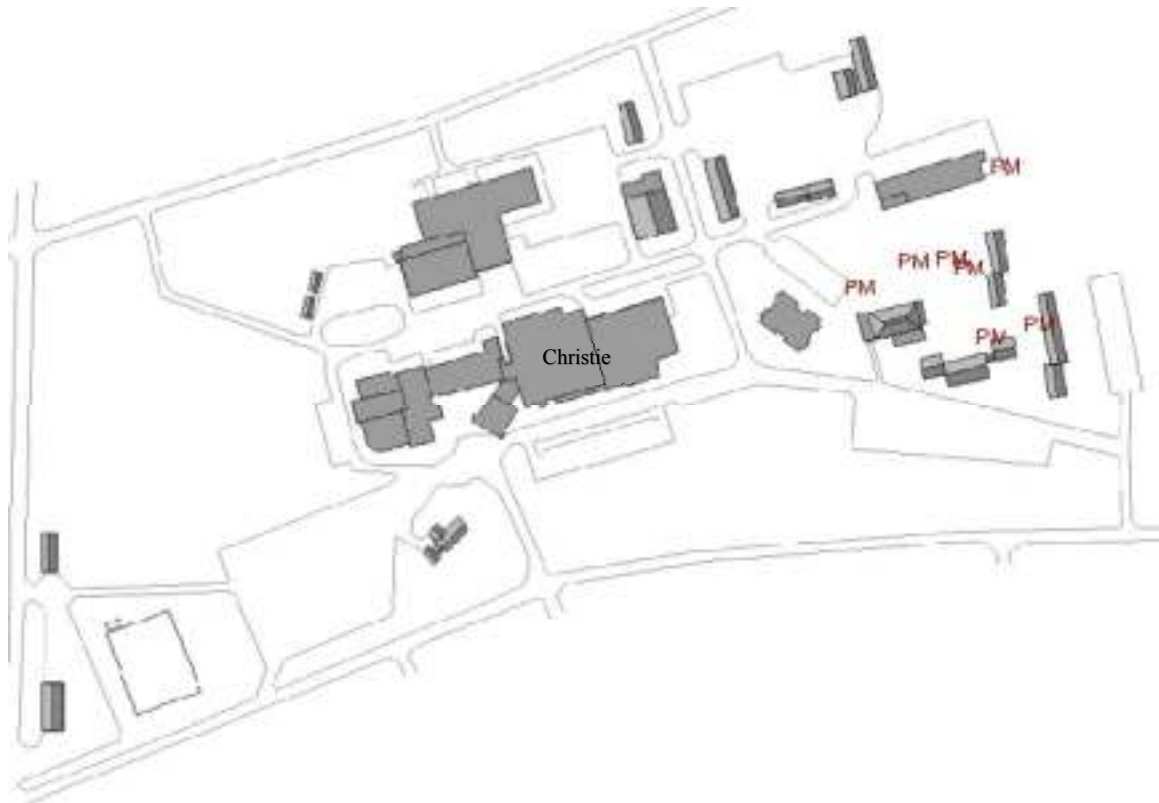
Northern Maine Community College
Confined Space Program – Appendix A UPDATE MAPS



SEWER MANHOLES

These permit-required confined spaces are designated by an S on the reference map. The hazards associated with these spaces are hazardous atmosphere and flammability.

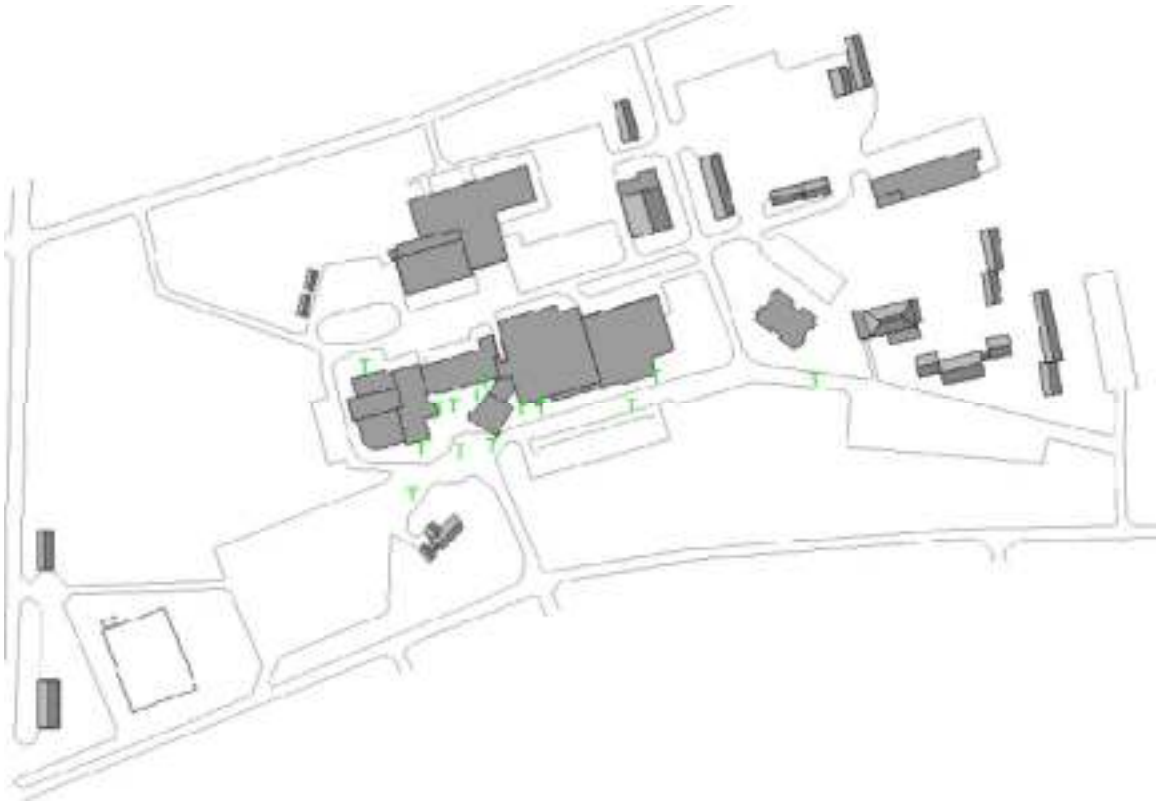
Northern Maine Community College
Confined Space Program – Appendix A UPDATE MAP



POWER MANHOLES

These permit-required confined spaces are designated by a PM on the reference map.
The hazard associated with these spaces is electrical.

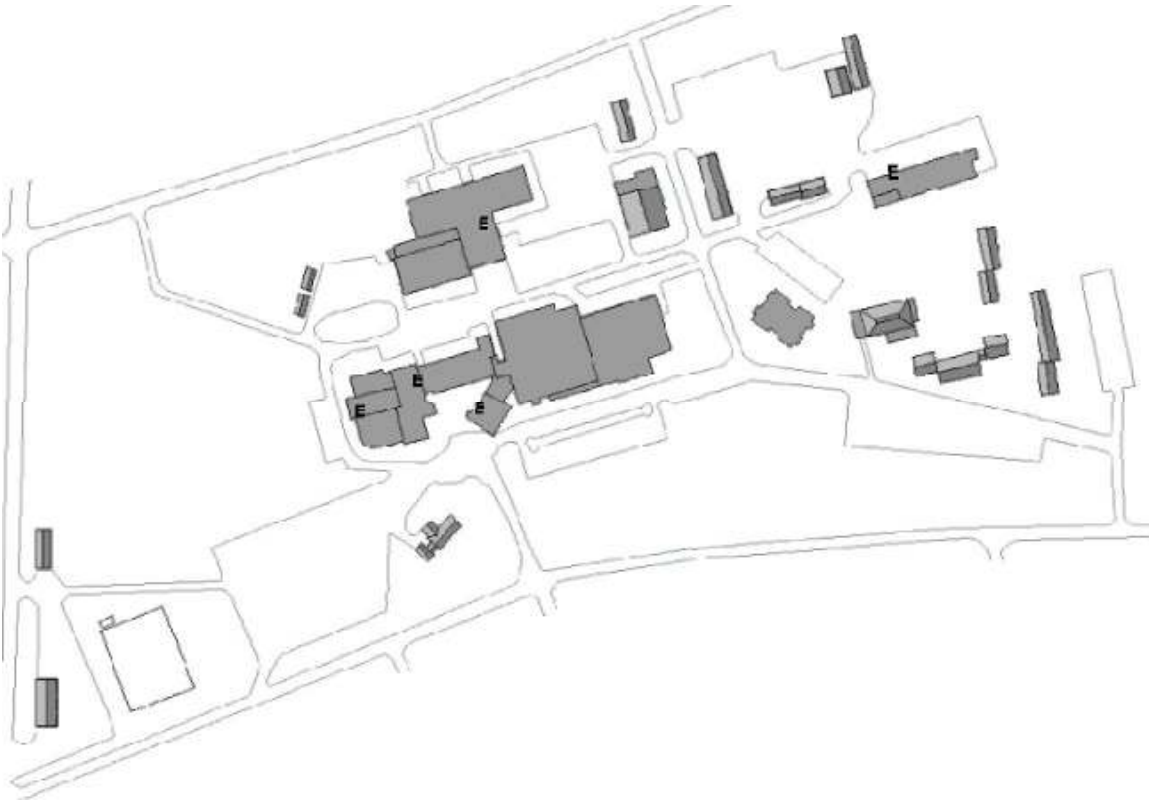
Northern Maine Community College
Confined Space Program – Appendix A UPDATE MAP



STORM DRAINS

These permit-required confined spaces are designated by a T on the reference map. The hazards associated with these spaces are entrapment and engulfment.

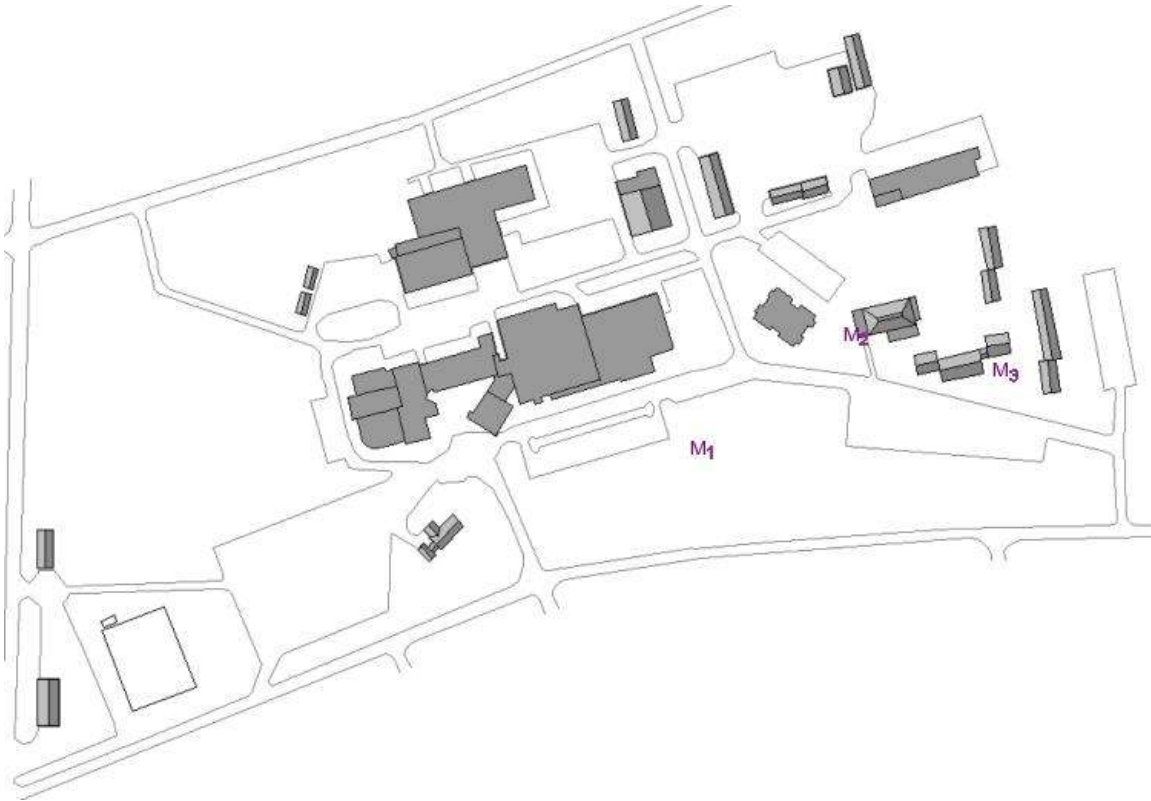
Northern Maine Community College
Confined Space Program – Appendix A UPDATE MAP



ELEVATORS

These permit-required confined spaces are designated by an E on the reference map. The hazards associated with these spaces are entrapment and electrical.

Northern Maine Community College
Confined Space Program – Appendix A UPDATE MAP



MISCELLANEOUS CONFINED SPACES

These permit-required confined spaces are designated by an M# on the reference map. They have been classified in this way because the campus only contains one of each. Each space is listed with a description below:

M1 – Manhole entrance to campus Water Main: The hazards associated with this space are entrapment, electrical and engulfment.

M2 – Grease pit: The hazards associated with this space are entrapment and engulfment.

M3 – Unknown: The hazards associated with this space are unknown.