

SEWAGE SYSTEM

EXHIBIT "A"

CONFINED SPACE ENTRY POLICY

Confined Space Entry is a dangerous task that must be performed from time to time by the Public Works Department. This written policy is designed to identify these confined spaces and outline the procedures to be used when necessary to enter these spaces.

- **Confined Space Identification.** A Confined Space is an environment which has limited openings for entry and exit, unfavorable natural ventilation, is not intended for continuous human occupancy and could reasonably be believed to have dangerous air contaminants.

The Confined Spaces within the Village of Hamel include the following:

- (A) All Sanitary Sewer Manholes currently maintained by the Public Works Department.
- (B) All Sanitary Sewer Lift Stations currently maintained by the Public Works Department.
- (C) All Storm Sewer Structures currently maintained by the Public Works Department.

- **Safety and Health Procedures.** NO Village employee may enter a Confined Space unless they have received training on the entry procedures established in this policy. Annual training will be required for all employees in the Public Works Department. This training may include assistance from representatives from the Illinois Department of Labor.

Entry Procedures are as Follows:

- (A) Evaluate the Area. Block off the entrance to non-authorized personnel. Based on the size and shape of the space, the type of work to be done, the nature and contaminants which are present or may be introduced as a result of the work, and the number of employees who must enter the Confined Space, determine which additional entry precautions may be needed.

There must always be sufficient manpower available to perform the work without creating a hazardous situation.

- (B) Provide Forced Ventilation. When it has been determined that a Confined Space must be entered for any reason, and occupied by a Village employee, the atmosphere within the Confined Space shall be continuously provided with forced ventilation. The ventilation equipment shall be set up and placed according to the manufacturer's instructions.

- (C) Test the Atmosphere. Using the atmospheric testing device provided by the Village, test the atmosphere of the Confined Space from top to bottom prior to entry. The employees shall use the device according to the manufacturer's instructions. The device shall be field-tested and maintained for accuracy. Testing will be in three (3) foot intervals. Hazards may be at different levels of the space.

A Confined Space SHALL NOT be entered until the atmosphere has been tested and found to have the following characteristics:

- An Oxygen content of at least 19.5%, but not greater than 23.5% by volume.
- A Hydrogen Sulfide Level of less than 10 parts per million.
- A Combustible Gas/Vapor Mixture of less than 10% of the lower explosive limit.
- A Concentration of any Hazardous Chemical less than the limits listed in 29 CFR 1910 subpart Z.
- Carbon Monoxide of not more than 35 parts per million.

- (D) Space Entry. An attendant will be assigned to monitor activity inside and outside the space. At NO time should the attendant enter the space. The attendant will provide air monitoring at all times. The attendant shall be trained in CPR and first-aid.

With continuous forced ventilation properly in place and in operation, and after the atmosphere testing indicates a safe work environment, the employee may enter the space

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to perform the necessary work. The employee shall be equipped with a continuous atmospheric monitoring device at all times.

Should the monitoring device signal that the air quality has exceeded the regulatory safety limits, or upon attendant order, ALL EMPLOYEES shall IMMEDIATELY exit the Confined Space.

Re-entry may occur, if the contamination source is discontinued, and when the atmospheric testing device indicates an atmosphere within the regulatory safety limits.

If any Confined Space cannot be brought within the regulatory safety limits, the remaining maintenance or work required within the Confined Space area shall be performed by an experienced contractor properly equipped to work under hazardous conditions.

- (E) Additional Entry Requirements. Additional precautions will be taken in certain circumstances, to eliminate the danger of a fall injury (a depth greater than five (5) feet) or a distance which would take more than 2 or 3 seconds to travel 15 to 20 feet, should the monitoring device signal a hazardous environment condition. During these cases, all Village Employees entering such Confined Spaces, shall be wearing D-Ring body harness provided by the Village, with a safety rope attached to the ring.

All manholes greater than a depth of five (5) feet will require the entry assistance of a TRI-POD entry system equipped with a FALL/BREAK system.

In the case of working in an open area, a safety rope of sufficient length shall be connected from the workers harness ring to the top-side employee.

THE TOP-SIDE EMPLOYEE SHALL REMAIN WITHIN EYE CONTACT WITH THE CONFINED SPACE WORKER AT ALL TIMES AND NOT BE ASSIGNED ANY OTHER DUTY.

- **Equipment Operation and Maintenance.** The following equipment shall be obtained and maintained by the Village of Hamel for Confined Space Entry and shall be used by all employees after proper training:

- D-RING BODY HARNESS and ROPE
- TRI-POD FALL PROTECTION SYSTEM
- ATMOSPHERIC MONITORING DEVICE - 4 GASES
- VENTILATION EQUIPMENT
- MSA BREATHING EQUIPMENT

ALL EQUIPMENT SHALL BE OPERATED AND MAINTAINED ACCORDING TO THE MANUFACTURER'S SPECIFICATIONS.

Air monitors shall be field zero tested before each use and receive bump test of known gases monthly.

- **Emergency Procedures.** When a Confined Space worker is alerted to a potential hazardous condition, he or she shall IMMEDIATELY EXIT THE CONFINED SPACE.

The space may not be re-entered until the contamination source has been discontinued or when the atmospheric testing device indicates an atmosphere within the regulatory safety limits.

IF A WORKER WITHIN A CONFINED SPACE SHOULD COLLAPSE AND BECOME UNCONSCIOUS, THE TOP-SIDE EMPLOYEE SHALL MAKE EVERY POSSIBLE EFFORT TO COMPLETE THE RESCUE, BUT UNDER NO CIRCUMSTANCE IS THE TOP-SIDE EMPLOYEE TO ENTER THE CONFINED SPACE TO ATTEMPT A RESCUE.

THE TOP-SIDE EMPLOYEE SHALL IMMEDIATELY CONTACT THE VILLAGE OF HAMEL FIRE AND POLICE DEPARTMENTS, ALERTING THEM OF THE EXISTING CONDITION AND PROVIDE WHATEVER ASSISTANCE HE OR SHE CAN.

- **Training.** This policy shall be reviewed each year as part of an annual Confined Spaces Entry Training Program. A representative from the Illinois Department of Labor may be requested to provide employees additional or updated materials which may or may not require this policy to be amended.

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Retaining will be provided if observation indicates a lack of knowledge. All employees will be CPR and first-aid trained.

- **Self Rescue.**
 - Entrant recognizes a hazard and exits the space.
 - Attendant order the entrant to exit space.
- **Non-Entry Rescue.** Entrant wears a full body harness attached to tripod before entry. The attendant can remove the entrant without entering the space. This equipment will also provide fall protection.
- **Rescue by Others.** This is the most difficult because rescue in an oxygen deficient atmosphere should be within four to six minutes.
- **Contractor.** All work performed by contractors must be coordinated by the Village of Hamel.