

# CONFINED SPACE ENTRY PERMIT

**ALL COPIES OF THIS PERMIT SHALL REMAIN AT WORK SITE UNTIL JOB IS COMPLETED.**

**Instructions:**

**COMPLETE BY PERMITTEE PRIOR TO ENTRY:**

Complete all Blue Shaded areas and submit to TCMC ([cmc@towardex.com](mailto:cmc@towardex.com)). Do not enter the Permit Required Confined Space ("PRCS") until TCMC approves the Permit by issuing a Permit Number.

**COMPLETE BY PERMITTEE DURING ENTRY OPERATIONS:**

Fill out Red Shaded areas before and during PRCS entry. Take continual measurements as described and update Red Shaded fields. Do not enter if PRCS is unsafe or environmental conditions are outside of the limits prescribed in **Step 9: Atmospheric Testing Records**. If an Entrant is already inside PRCS, immediately abort operations and evacuate all personnel out of the PRCS.

**DO NOT ENTER PRCS WITHOUT A TWDX INSPECTOR:** Under no circumstances shall the Permittee or any person enter a TWDX owned manhole or underground vault without a TWDX Inspector trained in confined space operations (the "Entry Supervisor") present at the work site.

**THIS PERMIT MUST REMAIN AT ENTRY POINT(S) UNTIL WORK IS COMPLETE.** UPON COMPLETION A COPY MUST BE FORWARDED TO TCMC ([cmc@towardex.com](mailto:cmc@towardex.com)) WITHIN ONE WEEK OF ENTRY. ONLY AUTHORIZED ENTRANTS LISTED ON PERMIT MAY ENTER PRCS. PERMIT MUST BE FILLED OUT COMPLETELY. **FOR ASSISTANCE OR TO REPORT HAZARDS OR EMERGENCIES, NOTIFY HEX CONDUIT SYSTEM PLANTMASTER: (617) 863-8325 ([plantmaster@towardex.com](mailto:plantmaster@towardex.com))**

PERMITTEE AND THE LICENSEE OF HEX CONDUIT SYSTEM ARE HEREBY REMINDED THAT TWDX RESERVES THE RIGHT TO DENY ACCESS, SUSPEND, OR TERMINATE THE CONDUIT LICENSE IF THE LICENSEE IS FOUND GROSSLY NEGLIGENT, WILLFUL, OR REPEATED IN VIOLATION OF SAFETY REGULATIONS WHILE WORKING IN THE HEX CONDUIT SYSTEM.

**1. Date Issued (ISS):**  /  / 20 **Permit Number** (filled out by TCMC):   
**Time Issued:**  :   A.M.  P.M. **WP-**

**2. Location of Entry**  
 TWDX Manhole or Underground Vault #:   
 Describe its location (intersection, city, etc):

**3. Authorized Entrant(s):**

**4. Authorized Attendant(s):**

**5. Confirm that you'll have the following required equipment at the work site (Check each):**

<input type="checkbox"/> <b>PPE</b>	Eye Protection, Body Harness, Hardhat, Reflective Safety Vest or Reflective Clothing, other PPE for heat if necessary (gloves, long sleeves, etc)
<input type="checkbox"/> <b>Atmospheric Testing</b>	4 Gas Monitor required for testing, test atmosphere in manhole using stratified method of checking atmosphere at different levels within the space.
<input type="checkbox"/> <b>Respiratory Protection</b>	Not required for this space under normal atmospheric conditions. If contaminant levels are outside limits, ventilate space before entry.
<input type="checkbox"/> <b>Ventilation Equipment</b>	Full ventilation is required before and during entry unless space is proven to be free of atmospheric hazards or no atmospheric changes will occur due to work operations or manhole conditions.
<input type="checkbox"/> <b>Rescue Equipment</b>	Setup rescue tripod with 4 way hauling system to pull out entrant in the event of emergency. Entrant must wear harness and be connected to the 4 way hauling system.

**6. Communication method to be used by attendants and entrants (Check all that apply)**

**Radio**  
 **Voice**  
 **Other:**

**7. Confined Space Rescue**

The assigned Confined Space Attendant is responsible for evacuating entrants in the event of an emergency by means of vocal communication and/or retrieval equipment used for entry. AT NO TIME WILL THE ATTENDANT ENTER THE CONFINED SPACE. **In the event the attendant is unable to evacuate the entrant(s), immediately contact emergency services at 911.** Upon the arrival of rescue personnel the attendant shall brief the rescuers and first responders of any notable information.

**8. Entry Preparations Checklist (Check boxes when complete)**

Obtain approved **Form NC-2 Utility Work Permit** from TCMC ([cmc@towardex.com](mailto:cmc@towardex.com)) and other related permits and authorizations from both TWDX and Authority Having Jurisdiction (AHJ) at the work site.

Inspect all required equipment, tools and PPE prior to entry. Barricade the area to prevent unauthorized entry or access. Setup necessary equipment for entry operations.

Sign in Authorized Entrants in Step 3 and sign in Authorized Attendants in Step 4.

Take preliminary atmospheric reading with approved 4 gas meter and record reading on Step 9. Atmosphere should be continuously tested during entry. Periodically record sample readings on Step 9. Ventilate as necessary. Test atmosphere from the bottom to the top of the manhole or vault being entered, so that all levels are thoroughly checked.

Upon eliminating or controlling all hazards and the Entry Supervisor signing off on Step 10, proceed to make entry. Ensure that entrant is connected to the emergency rescue system, and methods for emergency communications and rescue procedures are briefed.

**9. Atmospheric Testing Records**

	Time:	Time:	Time:	Time:	Time:	Time:
<b>Test Record and Acceptable Conditions</b>	Entry #1 Results	Entry #2 Results	Entry #3 Results	Entry #4 Results	Entry #5 Results	Entry #6 Results
<b>CH4</b> – Less than 10% of LEL / LFL						
<b>OXY</b> – Oxygen Range – Min. Allowable: 19.6% to Max. Allowable: 23.4%						
<b>H2S</b> – Hydrogen Sulfide – Less than 10 PPM						
<b>CO</b> – Carbon Monoxide – Less than 35 PPM						
<b>Other Toxic:</b>						
<b>Tester Initials</b>						

**10. Authorization by Entry Supervisors (Complete by Entry Supervisor)**

I certify that all required precautions have been taken and necessary equipment is provided for safe entry and work in this Permit Required Confined Space.

**Printed Name:**  **Signature:**  **Date/Time:**

**11. Permit Cancellation (Complete by Entry Supervisor at the end of job, not to exceed 24 hours)**

**Date/Time:**

**12. Attestation Statement (Complete by Entrant or Permittee prior to entering PRCS)**

I declare that I am an agent authorized to act on behalf of the Permittee or the Licensee of the HEX Conduit System requesting entry into this Permit Required Confined Space (PRCS), and I certify that all of the information presented on this Confined Space Entry Permit is true and accurate to my knowledge, and that I have not made any misrepresentations or willfully omitted any pertinent information.

**Printed Name:**  **Signature:**  **Date/Time:**

**Emergency Contact(s) for Permittee:**

**CAUTION**  
 Hard Hats, Eye Protection, Hi-Vis Vests and Protective Footwear are required to be worn at all TWDX work sites.

**SAFETY FIRST**  
 REPORT ALL UNSAFE CONDITIONS AND ACCIDENTS

**WE WOULD LIKE TO REMIND YOU:**  
 Federal regulation requires Entry Permit to be posted and made available to entrants prior to entering a Permit Required Confined Space. Follow all checklists and procedures of the entry permit prior to entry.

**811**  
 Know what's below. Call before you dig.