



Procedure

Preparation of Confined Spaces for Entry

Key Control Data Sheet

Procedure Number: RSK-PRO-KCD-261

Scope of Application: Ok Tedi Mining Limited

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Document Owner: Manager – OHS & Training

Why is the Control Important — Personnel entering a confined space are protected by ensuring spaces are identified, isolated, decontaminated and ventilated prior to, and during entry.

Exemption — No exemptions permitted.

Preparation of Confined Spaces for Entry

Operational Requirements**1. Performance Metrics**

All confined spaces are identified on a register and have a completed datasheet listing decontamination, isolation and gas testing requirements.	All confined spaces are identified with signage and barricaded to prevent unauthorised entry.
Mechanical, electrical and process source isolations must be identified and recorded on data sheets.	Mechanical, electrical and process source isolations must be positive and inspected / verified prior to any confined space atmosphere monitoring and entry.
Personal locks must be attached to all isolations or group isolation boards / boxes by each individual entering the space.	Decontamination methods must be defined on data sheets.
Ventilation of the space must be by natural force or mechanical means, continuous throughout the activity and maintain a safe atmosphere.	

2. Utilisation

Continuous during the confined space activity.

3. Safety Critical Defeat Requirements

No defeats permitted.

4. Testing & Verification

Prior to issuing a Confined Space Entry permit, the supervisor must:

- Verify the isolations positive and personal locks are attached to all isolations / group isolation boards / boxes.
- Verify the space has been decontaminated.
- Verify ventilation equipment is available and operating as required?

5. Maintenance

Equipment used for isolation and ventilation must be in maintained and tested as per manufacturer recommendations.

6. Training & Competency

The key elements required to operate / use the control competently. These requirements may apply to Supervisors, Operators or Maintenance personnel.

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Task Requirements

The following are the key day to day requirements operators/maintainers and supervisors must follow to ensure the control is being used correctly.

1. Task Requirements

No.	Supervisor	Operator/Maintainer
1	Identify confined spaces, record them in a register and install barrier and signs.	Inspect and verify isolations prior to entry.
2	Prepare confined space data sheets, including isolation, decontamination and ventilation requirements.	Personal locks in place for all persons entering space.
3	Verify isolations, decontamination and ventilation prior to issuing Confined Space Entry permit.	Decontaminate space as per data sheet requirements.
4		Install and periodically inspect ventilation equipment as per data sheet.

2. Skills Requirements

Personnel undertaking confined space isolation must be trained in the isolation standards, including verification.

3. Permits

Confined Space Entry Permit.

4. Task Specific PPE Requirements

As specified on Confined Space Entry Permit.

5. Special Task Related Tooling

No additional requirements.

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Design Requirements**1. Design Standard**

AS2865 – Entry to Confined Space, including removal of the need to entry a space and, ease of entry and exit where this cannot be eliminated

OHSA -1910.146 – Permit Required Confined Spaces.

2. Safety Parameters

Positive isolation includes removal of pipe work / spool, installation of full pressure slip plate / blind, approved electrical isolator etc.

3. Design Life

Not applicable.

4. Safe Separation

Not applicable.

5. Special Requirements

No additional requirements.