



## Policy

Saskatoon & Area - Occupational Health & Safety

**Number:** 53-003

**Title:** Physical Hazard: Confined Space

**Saskatchewan Employment Act:**

**OHS Regulation:** Part 18, 18-1 to 18-10

**Date:** January 1, 2017

**Date Revised/Reaffirmed:** December 2, 2021

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### Purpose

- To ensure the health and safety of workers that work in a confined space or a hazardous confined space

### Definition

- **“All workers”** means SHR employees, students, contractors and self-employed persons
- **“Confined space”** means an enclosed or partially enclosed space that:
  - is not primarily designed or intended for human occupancy except for the purpose of performing work
  - has restricted means of entry and exit
- **“Hazardous confined space”** means a confined space that is or may become hazardous to a worker entering the confined space due to:
  - the design, construction or atmosphere of the confined space
  - the materials or substances in the confined space
  - the work activities or processes used in the space
  - or any other condition relating to the confined space
- **“Isolate”** means to physically interrupt or disconnect pipes, lines and sources of energy from a confined space

### Roles and Responsibilities

Employer must ensure:

- All confined spaces are identified, labelled and have restricted access to authorized personnel only
- All confined spaces are assessed for hazards
- Where possible, an alternative means to perform work that will not require a worker to enter a hazardous confined space
- A safe entrance and exit from the space
- An effective method of communication
- A written procedure is prepared for the removal of any worker who may become injured or incapacitated while in a confined space or a hazardous confined space
- Ventilation in the confined space or hazardous confined space is adequate

Manager/Supervisor must ensure:

- Safe work procedures are developed and followed for confined space and hazardous confined space entry
- A competent person assess the hazards prior to workers entering a confirmed space
- Workers are trained in and follow the safe work procedures
- PPE is provided
- A copy of the hazardous confined space entry plan is posted at the entrance to the hazardous confined space
- Workers are trained in their roles and responsibilities in hazardous confined space entry and or initiating the emergency response plan

Worker must ensure:

- They are trained in, understand and follow the safe work procedures
- They are trained in their roles and responsibilities in hazardous confined space entry and or initiating the emergency response plan
- They are trained in any PPE required (care, use and storage)
- They use the provided PPE

#### **Orientation & Training**

- Orientation on policies and procedures
- Site orientation
- Specific training in the roles and responsibilities of workers in regards to confined spaces
- Confined space entry training
- Training in the care and use of all PPE and equipment

#### **Materials**

- Site specific confined space entry procedure
- Copy of the confined space emergency response plan
- Two way radio or cell phone for communication purposes
- Flashlight
- PPE and equipment as required

#### **Non-Compliance/Breach:**

Non-compliance with this policy will result in a review of the incident. A review for non-compliance may result in disciplinary action, up to and including termination of employment or privileges; fines and /or prosecution of individuals under the Saskatchewan Employment Act and OHS Regulations.

#### **References**

- SHA Policies <https://documentfinder.saskhealthauthority.ca/en>

Review Dates:

January 1, 2017

May 17, 2018

December 2, 2021