Texas A&M University-Kingsville

Confined Space Entry Policy

Environmental, Health, Fire and Life Safety (EHFLS)

Campus Operations

Document Control

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- **Effective Date:** 1 May 2026
- **Revision Date:** NA
- **Next Review Date:** 1 September 2026
- **Approved and Prepared By:** EHFLS

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1. POLICY STATEMENT

Texas A&M University-Kingsville, (TAMUK), is committed to providing a safe working environment for all employees. Entry into confined spaces, including **utility systems, building access spaces, under building, tunnel space and attics**, shall be conducted in compliance with applicable safety regulations and this policy.

No employee shall enter a permit-required confined space without proper authorization, training, and controls.

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2. PURPOSE

To establish procedures that:

- Prevent unauthorized entry into confined spaces
- Identify and control hazards
- Protect employees from atmospheric and physical dangers
- Ensure safe use of 4-gas monitoring equipment

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3. SCOPE

This policy applies to:

- Campus Operations employees
- Supervisors
- Contractors performing work on TAMUK property

It includes, but is not limited to:

- Utility vaults and tunnels
- Tanks, boilers, and chillers
- Building access crawlspaces and interstitial areas
- Attics and ceiling plenums

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4. REFERENCES

- TAMUK Environmental Health & Safety Procedures
- Lockout/Tagout Policy
- Respiratory Protection Program

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5. DEFINITIONS

Confined Space:
A space that:

- Is large enough to enter
- Has limited or restricted entry/exit
- Is not designed for continuous occupancy

Permit-Required Confined Space (PRCS):
A confined space with one or more serious hazards, including atmospheric or physical dangers.

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6. ROLES AND RESPONSIBILITIES

6.1 Environmental Health & Safety (EHS)

- Maintain and update this policy
- Provide training and technical guidance
- Conduct periodic audits

6.2 Authorized Entrants

- Follow all entry procedures
- Use required PPE and monitoring equipment
- Exit immediately upon alarm or unsafe condition

6.3 Attendant

- Remain outside the space at all times
- Maintain communication with entrants
- Initiate emergency response

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7. CONFINED SPACE IDENTIFICATION AND INVENTORY

Campus Operations shall maintain a current inventory of all confined spaces, including:

- Utility infrastructure
- Mechanical systems
- Crawlspaces and building access areas
- Attics and overhead spaces accessed via ladders or panels

Each space shall be:

- Evaluated for hazards

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8. HAZARD IDENTIFICATION AND EVALUATION

Prior to entry, hazards must be assessed, including:

8.1 Atmospheric Hazards

- Oxygen deficiency or enrichment
- Flammable gases/vapors
- Toxic gases (CO, H_2S)

8.2 Physical Hazards

- Engulfment
- Mechanical equipment
- Electrical exposure
- Restricted movement

8.3 Attic and Building Access Hazards

- Extreme heat conditions
- Limited ventilation
- Dust and insulation exposure
- Biological hazards (rodents, insects, mold)
- Structural limitations and fall risk

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9. ATMOSPHERIC TESTING AND MONITORING

9.1 Approved Equipment

Approved 4-gas monitors include:

- MSA Altair 4XR

9.2 Testing Requirements

- Conduct testing prior to entry
- Test at multiple levels (top, middle, bottom)
- Perform continuous monitoring

9.3 Acceptable Entry Conditions

- Oxygen: 19.5% – 23.5%
- LEL: <10%
- CO: ≤35 ppm
- H_2S: ≤10 ppm

Entry is prohibited if conditions fall outside these limits or if monitor alarms.

9.4 Calibration and Bump Testing

- Bump test: Daily prior to use
- Calibration: Monthly or per manufacturer
- Documentation required

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10. HEAT STRESS MANAGEMENT (ATTICS & ENCLOSED SPACES)

Due to regional climate conditions, attic and enclosed building spaces may present heat hazards.

Required controls:

- Pre-entry heat assessment
- Work/rest cycles
- Hydration protocols
- Limiting exposure duration
- Supervisor authorization for high-heat conditions

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11. REQUIRED EQUIPMENT

- 4-gas monitor (Can be checked out from TAMUK Safety Office, Rhode 334, Ext. 4510 or 4395)
- Ventilation equipment
- Communication devices
- Portable lighting
- PPE appropriate to hazards

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12. ENTRY PROCEDURES

12.1 General Entry

- Complete hazard assessment
- Isolate energy sources (LOTO)
- Test atmosphere
- Ventilate as needed

12.2 Attic and Building Access Entry

- Verify structural integrity
- Ensure safe access and lighting
- Limit personnel
- Monitor for heat stress
- Avoid unsafe walking surfaces

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13. COMMUNICATION REQUIREMENTS

- Continuous communication required
- Cellular phone or radio

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14. RESCUE AND EMERGENCY RESPONSE

14.1 Non-Entry Rescue

Preferred method using retrieval systems.

14.2 Emergency Procedures

- Attendant contacts emergency services immediately
- Prevent unauthorized rescue attempts

Emergency coordination with:

- Kingsville Fire Department

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15. TRAINING REQUIREMENTS

Training is required for:

- Entrants
- Attendants
- Supervisors

Topics include:

- Hazard recognition
- Equipment use

- 4-gas monitoring
- Heat stress awareness
- Emergency response

Frequency:

- Initial assignment
- Annual refresher
- When conditions or duties change

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16. CONTRACTOR MANAGEMENT

- Contractors must comply with this policy or equivalent
- Hazards must be communicated prior to entry
- Coordination required for simultaneous operations

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17. RECORDKEEPING

Maintain:

- Calibration and bump test logs
- Training records
- Incident reports

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18. PROGRAM REVIEW AND CONTINUOUS IMPROVEMENT

- Annual review required
- Review after incidents or near-misses
- Update confined space inventory regularly

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19. ENFORCEMENT

Failure to comply with this policy may result in disciplinary action up to and including termination, in accordance with TAMUK policy.

APPENDIX A – ATTIC & BUILDING ACCESS ENTRY CHECKLIST

Pre-Entry

- ☐ Heat assessment completed
- ☐ Structure verified
- ☐ Atmosphere tested (if required)
- ☐ Lighting available
- ☐ Communication established

During Entry

- ☐ Monitor conditions
- ☐ Maintain communication
- ☐ Observe safe footing

Post-Entry

- ☐ Exit safely
- ☐ Secure access
- ☐ Report hazards