



## Confined Space Policy

<b>Policy #:</b>	ES003.1
<b>Policy Type:</b>	University
<b>Responsible Executive:</b>	VP for Business Affairs
<b>Responsible Office:</b>	Facilities & EHS
<b>Originally Issued:</b>	April 15, 2010
<b>Latest Revision:</b>	October 14, 2019
<b>Effective Date:</b>	May 21, 2020

### I. Policy Statement

The University of Louisiana at Monroe's Confined Space Policy defines the requirements and procedures necessary to identify all confined spaces, and ensures no work is permitted in an unsafe environment.

### II. Purpose of Policy

The purpose of this policy is to provide procedures for the identification and safe entry and work practices in confined spaces.

### III. Applicability

This Policy is applicable to all faculty, administrators, staff, students, individuals affiliated with the University by contract (including non-employees, such as vendors and independent contractors), and visitors.

The policy applies to all employees who would potentially enter confined spaces at the University of Louisiana at Monroe (ULM).

### IV. Definitions

**Confined Space:** A confined space is a space large enough and so configured that an employee can enter and perform assigned work; has limited or restricted means for entry or exit (i.e. tanks, vessels, silos, storage bins, hoppers, vaults, and pits are spaces that may have limited means of entry); and is not designed for continuous employee occupancy.

### V. Policy Procedure

No University employee is permitted to enter any confined space on campus. All work in these areas is to be contracted out.

In accordance with a campus-wide survey of the University of Louisiana at Monroe by the Environmental Health & Safety Office, the area accessed through the basement under Brown Hall, the Brown Auditorium stage pit, and all elevator pits have been identified as confined spaces and are likely to be hazardous if entered.

#### Contracted Service

Any work required in these areas will be a contracted service. The bids for contracts must specify that the bidder will furnish a copy of their Confined Space Program and all necessary documentation will be forwarded to the Environmental Health & Safety Office for record retention.

## VI. Enforcement

The Environmental Health and Safety Officer in conjunction with Physical Plant Administration is responsible for enforcement of this policy and makes the decisions to sanction the violator. Violations will be treated in such manners as stated by the ULM Facilities Management and Environmental Health and Safety rules and regulations.

## VII. Policy Management

The Vice President for Business Affairs is the responsible executive and the responsible officer. The Environmental Health and Safety Department is the responsible office which implements and administers the policy.

## VIII. Exclusions

None.

## IX. Effective Date

This policy is effective on May 21, 2020.

## X. Adoption

This policy is hereby adopted on this 21<sup>st</sup> day of May 2020.

Recommended for Approval by:

Approved by:



Dr. Bill Graves, VP for Business Affairs



Dr. Nick J. Bruno, President

## XI. Appendices, References and Related Materials

Louisiana Office of Risk Management Equipment Management Program, [www.doa.la.gov](http://www.doa.la.gov)  
U.S. Department of Labor OSHA regulation 29 CFR 1910.146, [www.osha.gov](http://www.osha.gov)

## XII. Revision History

Original Adoption Date: April 15, 2010.

Revised February 24, 2017.

Revised July 11, 2018.

Revised October 14, 2019. Revisions include placing the policy in the policy template using the new policy format.

Revised May 21, 2020: Policy updated from an interim policy to a regular university policy, went through the formal approval process.