

Injuries Reduction Programme 2007-2008: Prevention of fatal and major injuries through safe interventions project 2004-2008

SIM 3/2007/11

Target Audience:

HSE Inspectors

Date issued: 2007-04-27	OG Status: Fully open
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This SIM informs inspectors about the above national enforcement initiative. It includes advice on the action required of inspectors. Appendices 1 “Safe Interventions - Enforcement Initiative Machinery Safety” and 2 “Safe Interventions - Enforcement Initiative Entry Into Confined Spaces” contain the questionnaires for inspectors to report the results of their machinery and confined space inspections to the national project team. This work forms part of FOD’s planned delivery of the Fit3 Strategic Delivery Programme and must be completed.

Background

Action required

Targeting

Start and completion dates

Reporting procedures

Publicity

Background

1 The aim is to achieve a major reduction in risk of serious or fatal injuries to people involved in clearing blockages or performing running repairs inside dangerous machines due to unexpected start-up and confined space work. This will be achieved by:

- a. raising awareness about the risks and standards required for safe isolation and lock off and safe entry to confined spaces;
- b. ensuring, through formal enforcement, that robust isolation and lock off procedures for machinery and robust safe systems of work for entry to confined spaces are implemented; and
- c. ensuring that employers have, or put in place, sound risk control systems for managing these procedures.

Action required

2 Questionnaires with guidance notes have been produced for use during machinery and confined space inspections. These can be found at Appendices 1 “Safe Interventions – Enforcement Initiative Machinery Safety” and 2 “Safe Interventions – Enforcement Initiative Entry Into Confined Spaces”. Completed questionnaires should be sent to the national project manager as outlined in para 8. Examples of issues to consider include:

- a. Is the hardware right?
- b. Are the procedures right?
- c. Does the employer have an adequate risk control system for managing those procedures and maintaining the hardware?

3 Note it isn't necessary to witness directly the isolation and lock-off procedures for a particular machine or entry into a confined space (this will often not be practical) evidence around this can be obtained from documentation and through discussions with management and importantly employees or contractors who carry out the interventions.

4 This is an enforcement initiative and where standards are found to be below minimum legal requirements, inspectors are expected to take formal enforcement action.

5 Where conditions found at the first inspection fall short of minimum legal requirements in any significant respect a return visit should be made after an appropriate period to check that the required improvements have been implemented. A further questionnaire should be completed in respect of the follow up visit. In this way the national project team will be able to measure the improvement in standards achieved by the initiative. In most cases the follow up inspection is likely to be the visit at which an Improvement Notice or Prohibition Notice served at the first visit is subsequently checked/discharged. In the case of a prosecution the return visit will be after the court case has been heard. Return visits are not required where standards encountered at the first visit are at or above minimum legal requirements.

Targeting

6 The project has run successfully within FOD for the last 3 years. A difference for 2007/08 is that rather than the sector specifying target industries and machinery inspectors are required to undertake a safe interventions visit and complete the relevant machinery or confined space questionnaire at any manufacturing site where the issues are particularly relevant. This includes RIDDOR investigations where an unsafe intervention was an underlying causative factor.

Start and completion dates

7 Safe interventions inspections should be carried out between April 2007 and the end of March 2008.

Reporting procedures

8 Completed questionnaires should be returned to the national project manager, Graham King at HSE, Edgar Allen House, 241 Glossop Road, Sheffield S10 2GW. Telephone 0114 291 2353 or VPN 514 2353.

9 At each visit counting towards the Safe Interventions Project a questionnaire must be completed along with an IRF1 for the inspection where relevant (FOD work recording instructions require that an IRF1 is completed at all inspections, with only very limited exceptions). Time spent on the project at a visit will not itself be recorded as category time in COIN (previously 'topic' time in FOCUS). However, as every effort should be made to deal with this initiative at inspection visits made to deliver other parts of the Fit3 programme, it is likely that other Fit3 issues will be discussed. In these cases, the time spent discussing these should be recorded along with any rating details.

Publicity

10 Publicity for this initiative will be organised by the National Project team through the Manufacturing Sector.

SAFE INTERVENTIONS - ENFORCEMENT INITIATIVE

MACHINERY SAFETY

Please complete and send this form to Graham King – Manufacturing Sector, Sheffield

(If completing this form on screen simply mouse click or tab to appropriate box.
To 'check' the box hit the space bar or click the mouse. To 'uncheck' the box simply do the same.)

1 General information

Name of inspector:		Division:		Industry visited:	
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Note - We would like you to look at machines for which access into, or working inside with safeguards removed, could result in serious personal injury if safe intervention procedures are not followed. e.g. baling machines, internal mixers, car crushers, agglomerators, hoppers and paper/film winders. The type of tasks you should consider are: setting; cleaning; clearing blockages; running repairs; adjustments on the run. For more than two machines, complete and attach a second form.

2 Hazard elimination and risk reduction

Has the employer taken all reasonably practicable steps to eliminate/minimise the need for people to gain access into danger zones by:	Machine 1			Machine 2		
	Y	N	NA	Y	N	NA
Minimising the chance of blockages (e.g. pre-sorting of feed materials, ensuring feed conveyors are evenly loaded, ensuring steady feed rates etc)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Providing feed conveyors with reversing facility?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ensuring machines and guards allow rodding of blockages from outside the guard enclosure?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Providing misfeed detection and warning systems?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Providing machinery that can be adjusted automatically (by motorised adjusters etc)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Providing machinery that can be adjusted manually from outside the guard enclosure?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ensuring dimensions in fixed guards for insertion of adjustment tools do not allow bodily access into the danger zone?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Providing viewing aids (e.g. internal lighting, clear viewing panels, CCTV, mirrors etc) that allow people to see critical parts of the process without the need to gain access?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

3 Hardware

3.1 Machinery safeguarding, interlocks and emergency stop devices

Note – The quality of safeguarding and any associated interlocking devices will vary depending on the potential harm if access is gained behind it. Points to consider: How

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large is the opening when the protection is removed? Severity of injury? Frequency and/or exposure time to the hazard? Possibility of avoiding the hazard?

Question	Machine 1			Machine 2		
	Y	N	NA	Y	N	NA
Are you satisfied with the method of safeguarding?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are you satisfied with the standard of safeguarding?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are you satisfied that interlocking is provided where required?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are you satisfied with the standard of interlocking where provided	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are all items of machinery fitted with one or more emergency stop devices (ESDs) that have clearly identifiable, visible and quickly accessible controls?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Where several machines operate together, does each ESD stop the other machines where necessary?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do the ESDs stop the dangerous movement or process as quickly as possible without creating additional hazards?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Where necessary do the ESDs trigger safeguard movements e.g. release of clamping pressure?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Does the operation of the ESD require physical resetting to start the machine?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

3.2 Isolation and lock-off devices

Where access is required, has the employer provided robust isolation and lock-off devices that ensure that:	Machine 1			Machine 2		
	Y	N	NA	Y	N	NA
The drive to the dangerous part of the machine can be isolated from energy sources?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Any stored energy can be dissipated before access is allowed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Actuators for energy isolation systems are suitably positioned, clearly labelled to identify the items of machinery they isolate and marked ON/OFF?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
They are fitted with the means of locking in the off position where necessary?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

4 Procedures

4.1 Safe systems of work

Where the need for access into danger zones cannot be eliminated, has the employer:	Machine 1			Machine 2		
	Y	N	NA	Y	N	NA
Identified the tasks that require access?;	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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Where the need for access into danger zones cannot be eliminated, has the employer:	Machine 1			Machine 2		
	Y	N	NA	Y	N	NA
Performed a suitable and sufficient risk assessment for each task?;	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Taken account of the potential for human error (e.g. slips or lapses of memory, communication errors etc) as part of the risk assessment?;	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Taken account of the potential for violation of rules by employees and the factors that influence the potential for rule violation (e.g. workload, time pressures, practicality of the rules)?;	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Taken account of the need for safe access and egress?;	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Taken account of the risk of slips, trips and falls from height?;	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Taken account of the risks from manual handling associated with the task?;	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Taken account of the relevant instructions in machine manufacturers' instruction manuals?;	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Provided and maintained a suitable permit-to-work system where appropriate?;	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Provided appropriate emergency shutdown procedures?;	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Provided a safe system of work for each task?;	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

4.2 Energy isolation and lock-off

Are there robust energy and isolation lock-off procedures that:	Machine 1			Machine 2		
	Y	N	NA	Y	N	NA
Specify the correct isolators for the intervention task?;	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Check that stored energy has been dissipated where appropriate?;	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ensure the isolator(s) are securely locked in the off position?;	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Include a final check to confirm that machinery has been isolated from all sources of energy?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Communicate the fact that people are working in the danger zone to everyone who needs to know e.g. anyone who might start the machine?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Personal padlocks are provided and, where appropriate, multiple lock hasps?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Spare keys for isolator locks are not accessible?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

4.3 Routine maintenance and inspection of safety related parts

Note – Please consider preventive maintenance **and** inspection by both the operator and maintenance staff. e.g. In many industries two levels of safety checks are appropriate: Daily visual and fictional tests; and

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Less frequent but more detailed inspections and checks carried out by a competent machine setter or maintenance staff.

Has the employer provided effective procedures for routine maintenance, inspection/testing of and reporting defective:	Answer	
	Y	N
Fixed and moveable guards and access doors, gates, panels and electro-sensitive protective devices?;	<input type="checkbox"/>	<input type="checkbox"/>
Interlocking devices?;	<input type="checkbox"/>	<input type="checkbox"/>
Emergency stop devices (ESDs)?;	<input type="checkbox"/>	<input type="checkbox"/>
Power isolation devices?	<input type="checkbox"/>	<input type="checkbox"/>

5 Management system

Managing and organising the safe systems of work (SSOW)

Is there evidence to show the following:	Answer	
	Y	N
Managers and supervisors understand and accept their responsibilities for the operation of the SSOW?;	<input type="checkbox"/>	<input type="checkbox"/>
Managers and supervisors are held accountable for the correct operation of the SSOW?;	<input type="checkbox"/>	<input type="checkbox"/>
That, where appropriate, employees or their representatives were adequately involved and consulted during the preparation of any safe systems of work they are required to follow?;	<input type="checkbox"/>	<input type="checkbox"/>
Rules relating to the SSOW are effectively communicated and understood?;	<input type="checkbox"/>	<input type="checkbox"/>
Employees required to apply and follow the SSOW have been properly trained in the SSOW?;	<input type="checkbox"/>	<input type="checkbox"/>
The SSOW are properly followed in practice?;	<input type="checkbox"/>	<input type="checkbox"/>
Managers and/or supervisors monitor compliance with the SSOW?;	<input type="checkbox"/>	<input type="checkbox"/>
Managers and/or supervisors take appropriate remedial action if SSOW are not followed properly?;	<input type="checkbox"/>	<input type="checkbox"/>
Managers review the operation of the SSOW at appropriate intervals?	<input type="checkbox"/>	<input type="checkbox"/>

6 Enforcement

What was the highest level of enforcement action taken as a result of your visit? Tick boxes that apply.		Haz elim'n & risk reduct'n	Hardware	Procedures	Mgm't system
	Prosecution	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	PN	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	IN	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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	Written	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Verbal	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

7 Comments

Please make any comments you think would help in the space below.

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SAFE INTERVENTIONS - ENFORCEMENT INITIATIVE ENTRY INTO CONFINED SPACES

Please complete and send this form to Graham King – Manufacturing Sector, Sheffield

(If completing this form on screen simply mouse click or tab to appropriate box.)

To 'check' the box hit the space bar or click the mouse. To 'uncheck' the box simply do the same.)

1 General information

Name of inspector:		Division or LA:		Industry visited:	
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Note - We would like you to look at the company's arrangements and procedures for entry into confined spaces e.g. work inside tanks, process vessels, process plant, cellars, sumps, silos, drains, ovens, flues etc

2 Identification of confined spaces into which entry might be required

Has the employer identified all confined spaces in which arises a reasonably foreseeable specified risk of: (This includes risks arising directly or as bi-products from materials and processes introduced into a work area that transform it into a confined space e.g. painting, cleaning, welding, including oxygen enrichment and from deposits that might release flammable and/or toxic gases and vapours.)	Y	N	NA
Serious injury from fire or explosion?;	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Loss of consciousness arising from an increase in body temperature?;	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Loss of consciousness or asphyxiation from gas, fume, vapour or lack of oxygen?;	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Drowning from an increase in level of a liquid?;	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Asphyxiation, or inability to reach a respirable environment, due to entrapment in a free flowing solid?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

3 Eliminating the need for entry

Has the employer taken all reasonably practicable steps to eliminate/minimise the need for people to gain access into confined spaces by:	Y	N	NA
Modifying the confined space so that entry isn't necessary?;	<input type="checkbox"/>	<input type="checkbox"/>	
Securing the confined space to prevent unauthorised access?;	<input type="checkbox"/>	<input type="checkbox"/>	
Providing information and instruction to unauthorised personnel on-site on why they should not access the confined space(s)?;	<input type="checkbox"/>	<input type="checkbox"/>	
Testing the atmosphere or sampling contents from outside using appropriate long tools, probes etc.?;	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cleaning from outside using water jetting, steam or chemical cleaning, long handled tools or in place cleaning systems?;	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Providing a porthole, sightglass, grille, hole or remote cameras for internal inspection?;	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Clearing blockages in silos using remotely operated equipment such as rotating flail devices, vibrators and air purgers?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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4 Competence and training

Does the company have arrangements for:	Y	N	NA
Selecting individuals for the work and rescue operations based on consideration of physical capacity, suitable build, medical conditions, aptitude, etc.?	<input type="checkbox"/>	<input type="checkbox"/>	
Addressing the needs of those whose first language is not English?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ensuring individuals are properly trained in all aspects of the task including undertaking a risk assessment, in relation to the safe system of work (SSOW), plant and equipment use, interpreting results of atmospheric testing and / or sampling of contents; correct fitting and use of PPE and RPE (face seal issues etc), how to prevent foreseeable risks arising, emergency procedures etc.?	<input type="checkbox"/>	<input type="checkbox"/>	
Taking account of individuals' knowledge, experience and skills for carrying out confined space work?	<input type="checkbox"/>	<input type="checkbox"/>	
Selecting competent contractors when the employer does not have in-house competence?	<input type="checkbox"/>	<input type="checkbox"/>	
Providing information to contractors on the confined space hazards, including access limitations, they will encounter to allow them to plan for the work?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

5 Risk assessments and safe systems of work

5.1 Where entry into confined spaces cannot be avoided:	Y	N	NA
Has a suitable and sufficient assessment of <i>all</i> the risks been carried out? - not just the specified risks - See Section 2?	<input type="checkbox"/>	<input type="checkbox"/>	
Have the results of the risk assessment been used to provide safe systems of work?	<input type="checkbox"/>	<input type="checkbox"/>	
5.2 Do the safe systems of work take account of:			
Supervision requirements?	<input type="checkbox"/>	<input type="checkbox"/>	
The suitability and competence of those doing the work?	<input type="checkbox"/>	<input type="checkbox"/>	
Communications between those inside and outside of the confined space and how to summon help in an emergency?	<input type="checkbox"/>	<input type="checkbox"/>	
Isolation of mechanical and electrical equipment and pipework?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cleaning, purging, ventilating, testing and monitoring the atmosphere?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Selection and use of suitable equipment e.g. non-sparking tools, extra low voltage equipment etc.?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hazards introduced by the work to be undertaken?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Access and egress?	<input type="checkbox"/>	<input type="checkbox"/>	
The potential for human error and rule violation?	<input type="checkbox"/>	<input type="checkbox"/>	
Fire precautions?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Emergency, evacuation, rescue and resuscitation arrangements?	<input type="checkbox"/>	<input type="checkbox"/>	
Making the rescue team aware when work is going on in the confined space and ensuring their availability?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The provision of a permit-to-work procedure (a permit-to-work procedure is always required unless the assessed risks are low and easily controlled, e.g.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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entry to pub cellars for normal purposes)?;			
PPE and RPE requirements?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

6 Provision and maintenance of equipment needed for entry and rescue

Does the company have adequate arrangement for the provision, maintenance and inspection of equipment needed for work inside confined spaces? <i>Note: This should include equipment needed for access and egress, atmospheric testing, ventilation, personal protection (including respiratory protection), breathing and associated air supplies, use in flammable atmospheres, rescue and resuscitation.</i>	Y	N
	<input type="checkbox"/>	<input type="checkbox"/>

7 Emergency arrangements

	Y	N	NA
Do the employer's arrangements ensure that no person enters, or carries out work in, a confined space unless suitable and sufficient arrangements have been made for rescuing them in the event of an emergency?	<input type="checkbox"/>	<input type="checkbox"/>	
Can the employer demonstrate the effectiveness of these arrangements?	<input type="checkbox"/>	<input type="checkbox"/>	
Do the emergency arrangements take account of requirements for:			
Raising the alarm?;	<input type="checkbox"/>	<input type="checkbox"/>	
Rescue and resuscitation?;	<input type="checkbox"/>	<input type="checkbox"/>	
Safeguarding the rescuers, including their fitness to wear breathing apparatus?;	<input type="checkbox"/>	<input type="checkbox"/>	
The training and competence of the rescuers?;	<input type="checkbox"/>	<input type="checkbox"/>	
Dynamic risk assessment for rescue?;	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fire safety?;	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Control of plant?;	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
First aid?;	<input type="checkbox"/>	<input type="checkbox"/>	
Calling the public emergency services?	<input type="checkbox"/>	<input type="checkbox"/>	

8 Management system - Managing and organising the safe systems of work (SSOW)

Is there evidence to show the following:	Y	N
Managers and supervisors understand and accept their responsibilities for the operation of the SSOW and any permit-to-work procedure?;	<input type="checkbox"/>	<input type="checkbox"/>
Managers and supervisors are held accountable for the correct operation of the SSOW and any permit-to-work procedure?;	<input type="checkbox"/>	<input type="checkbox"/>
Managers and supervisors are trained in the hazards and risk control measures associated with the confined space(s)?;	<input type="checkbox"/>	<input type="checkbox"/>
Managers and supervisors understand their responsibilities with regard to the work of contractors including, provision of information, co-ordination, co-operation etc.?	<input type="checkbox"/>	<input type="checkbox"/>
That, where appropriate, employees or their representatives were adequately involved and consulted during the preparation of SSOW and permit-to-work procedures they are required to follow?;	<input type="checkbox"/>	<input type="checkbox"/>
Rules relating to the SSOW and any permit-to-work procedures are effectively communicated and understood?;	<input type="checkbox"/>	<input type="checkbox"/>

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Is there evidence to show the following:	Y	N
Employees required to apply and follow the SSOW and any permit-to-work procedures have been properly trained to do so?;	<input type="checkbox"/>	<input type="checkbox"/>
The SSOW and any permit-to-work procedures are properly followed in practice?;	<input type="checkbox"/>	<input type="checkbox"/>
Managers and/or supervisors monitor compliance with the SSOW and any permit-to-work procedures?;	<input type="checkbox"/>	<input type="checkbox"/>
Managers and/or supervisors take appropriate remedial action if SSOW or any permit-to-work procedures are not followed properly?;	<input type="checkbox"/>	<input type="checkbox"/>
Managers review the operation of the SSOW and any permit-to-work procedures at appropriate intervals?	<input type="checkbox"/>	<input type="checkbox"/>

9 Enforcement

What was the highest level of enforcement action taken as a result of your visit? Tick boxes that apply.		Identifying confined spaces	Eliminating the need for entry	Competence and training	Risk assessment and SSOW	Provision and maintenance of equipment	Emergency arrangements	Management system
	Prosecution	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	PN	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	IN	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Written	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Verbal	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

10 Comments

Please make any comments you think would help in the space below.

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