

ENCLOSED SPACE ENTRY PERMIT

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This permit relates to entry into any enclosed space and should be completed by the master or responsible officer and by the person entering the space or authorized team leader.

General

Location/name of enclosed space

Reason for entry

This permit is valid From: hrs Date

To: hrs Date

(See note 1)

Section 1 – Pre-entry preparation

(To be checked by the master or nominated responsible person)

Has the space been thoroughly ventilated? YES NO

Has the space been segregated by blanking off or isolating all connecting pipelines or valves and electrical power/equipment YES NO

Has the space been cleaned where necessary?

Has the space been tested and found safe for entry? (See note 2)

Pre-entry atmosphere test readings:

Oxygen % by volume (21%) By

Hydrocarbon % LFL (Less than 1%)

Toxic gases ppm (Specific gas and PEL) Time

(See note 3)

Have arrangements been made for frequent atmosphere checks to be made while the space is occupied and after work breaks?

Have arrangements been made for the space to be continuously ventilated throughout the period of occupation and during work breaks?

Are access and illumination adequate?

Is rescue and resuscitation equipment available for immediate use by the entrance to the space?

Has a responsible person been designated to be in constant attendance at the entrance to the space?

Has the officer of the watch (bridge, engine room, cargo control room) been advised of the planned entry?

Has a system of communication between all parties been tested and emergency signals agreed?

Are emergency and evacuation procedures established and understood by all personnel involved with the enclosed space entry?

Is all equipment used in good working condition and inspected prior to entry?

Are personnel properly clothed and equipped?

Section 2 – Pre-entry checks

(To be checked by the person entering the space or authorized team leader)

I have received instructions or permission from the master or nominated responsible person to enter the enclosed space YES NO

Section 1 of this permit has been satisfactorily completed by the master or nominated responsible person

I have agreed with and understand the communication procedures

I have agreed on a reporting interval of minutes

Emergency and evacuation procedures have been agreed and are understood

I am aware that the space must be vacated immediately in the event of ventilation failure or if the atmosphere tests show a change from agreed safe criteria

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Section 3 – Breathing apparatus and other equipment

(To be checked jointly by the master or nominated responsible person and the person who is to enter the space)

Those entering the space are familiar with the breathing apparatus to be used? YES NO

The breathing apparatus has been tested as follows:

Gauge and capacity of air supply

Low pressure audible alarm

Face mask – under positive pressure and not leaking

The means of communication has been tested and emergency signals agreed

All personnel entering the space have been provided with rescue harnesses and, where practicable, lifelines

Signed upon completion of sections 1, 2 and 3 by:

Master or nominated responsible person

Date Time

Responsible person supervising entry

Date Time

Person entering the space or authorized team leader

Date Time

Section 4 – Personnel entry

(To be completed by the responsible person supervising entry)

Names	Time in	Time out
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

Section 5 – Completion of job

(To be completed by the responsible person supervising entry)

Job completed Date Time

Space secured against entry Date Time

The officer of the watch has been duly informed Date Time

Signed upon completion of sections 4 and 5 by:

Responsible person supervising entry Date Time

THIS PERMIT IS RENDERED INVALID SHOULD VENTILATION OF THE SPACE STOP OR IF ANY OF THE CONDITIONS NOTED IN THE CHECKLIST CHANGE

Notes:

1. The permit should contain a clear indication as to its maximum period of validity.
2. In order to obtain a representative cross-section of the space's atmosphere, samples should be taken from several levels and through as many openings as possible. Ventilation should be stopped for about 10 minutes before pre-entry atmosphere tests are taken.
3. Tests for specific toxic contaminants, such as benzene or hydrogen sulphide, should be undertaken depending on the nature of the previous contents of the space.