

Confined Space Risk Assessment & Confined Space Permit - Industry Vetted

Template Information

Template ID	confined-space-risk-assessment-permit
Version	v1.0
Language	English (en)
Number of Check Items	37
Source	https://layeraudit.com
Revision Date	2026-10-27
Description	Description: This checklist was developed by our Industry Expert Partners to facilitate thorough confined space risk assessment and permit issuance. It covers PPE, identification/classification, atmospheric testing, entry procedures, emergency rescue, ventilation, and essential training/documentation. It also includes a dedicated Confined Space Entry Permit section for hazard assessment, personnel authorization, emergency planning, and permit closeout.

Audit Information (to be completed during audit)

Audit Date	
Auditor	
Area / Department	
Escort	

Instructions

1. This template contains 37 check items. Record results in the 'Checklist' worksheet.
2. The source does not define fixed pass/fail options. Fill in results according to your own criteria (e.g. Pass / Fail / N.A.).
3. Scores, conclusions and signatures are entered manually in the 'Scoring & Sign-off' worksheet.
4. For photos or other evidence, enter the evidence number in the 'Notes / Evidence No.' column and archive photos by number.
5. Check item numbers are renumbered consecutively. The mapping to the source rows is recorded in '编号对应表.xlsx' in the delivery package.

Confined Space Risk Assessment & Confined Space Permit - Industry Vetted — Checklist

No.	Section	Check Item	Result	Notes / Evidence No.
1	Personal Protective Equipment (PPE) and Safety Measures	Required PPE (e.g., respirators, harnesses, chemical-resistant suits, gloves, hard hats, and eye protection) is available and worn.		
2	Personal Protective Equipment (PPE) and Safety Measures	Emergency retrieval equipment (tripods, winches, and full-body harnesses) is properly set up and tested before entry.		
3	Personal Protective Equipment (PPE) and Safety Measures	Atmospheric monitoring equipment is calibrated and used to test for oxygen levels, toxic gases, and combustible vapors before entry.		
4	Personal Protective Equipment (PPE) and Safety Measures	Adequate ventilation is in place to prevent accumulation of hazardous gases or lack of oxygen.		
5	Personal Protective Equipment (PPE) and Safety Measures	Lockout/Tagout (LOTO) procedures are utilized to prevent unexpected energization of equipment within the confined space.		
6	Confined Space Identification and Classification	Confined spaces are clearly identified and labeled with proper signage indicating entry restrictions.		
7	Confined Space Identification and Classification	Spaces are classified as permit-required or non-permit-required based on OSHA and company policies.		
8	Confined Space Identification and Classification	Hazards such as engulfment risks, hazardous atmospheres, or entrapment risks have been assessed and documented.		
9	Confined Space Identification and Classification	Entry permits are completed, reviewed, and approved before work begins in a permit-required confined space.		
10	Confined Space Identification and Classification	Previous incidents or near-misses related to confined spaces are reviewed to identify additional risks.		
11	Atmospheric Testing and Monitoring	Oxygen levels are tested and maintained between 19.5% and 23.5% before and during entry.		
12	Atmospheric Testing and Monitoring	Presence of toxic gases (e.g., carbon monoxide, hydrogen sulfide, ammonia, or volatile organic compounds) is tested and monitored.		
13	Atmospheric Testing and Monitoring	Combustible gas concentrations are checked to ensure they remain below 10% of the lower explosive limit (LEL).		
14	Atmospheric Testing and Monitoring	Continuous atmospheric monitoring is conducted during operations, with alarms set to trigger if unsafe levels are detected.		
15	Entry and Work Procedures	A confined space entry permit is completed and signed before work begins.		
16	Entry and Work Procedures	A trained attendant (hole watch) is stationed outside the confined space at all times.		
17	Entry and Work Procedures	Communication procedures (radios, hand signals, or alarms) are established between entrants and the attendant.		
18	Entry and Work Procedures	Workers are trained in emergency evacuation procedures and understand the signals for exiting the space.		
19	Entry and Work Procedures	Tools, lighting, and electrical equipment used inside the space are intrinsically safe if working in a hazardous atmosphere.		
20	Entry and Work Procedures	Housekeeping is maintained to prevent accumulation of slip, trip, or fire hazards within the confined space.		
21	Rescue and Emergency Preparedness	A confined space rescue plan is in place, with trained personnel available to respond.		
22	Rescue and Emergency Preparedness	Rescue equipment, such as retrieval systems, breathing air supply, and stretchers, is on-site and in proper working condition.		
23	Rescue and Emergency Preparedness	Entrants and attendants are trained in self-rescue and non-entry rescue procedures.		
24	Rescue and Emergency Preparedness	Emergency response teams (internal or third-party) are familiar with the layout and risks of the confined spaces.		

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No.	Section	Check Item	Result	Notes / Evidence No.
25	Rescue and Emergency Preparedness	First aid and CPR-certified personnel are available on-site during confined space entry.		
26	Ventilation and Hazard Control	Mechanical or forced air ventilation is used when necessary to maintain safe oxygen levels.		
27	Ventilation and Hazard Control	Sources of hazardous fumes, vapors, or gases are identified and controlled before entry.		
28	Ventilation and Hazard Control	Hot work (welding, cutting, grinding) is reviewed for additional risks, and fire prevention measures are implemented.		
29	Ventilation and Hazard Control	Decontamination procedures are in place if hazardous chemicals or biological agents are present.		
30	Training and Documentation	All confined space entrants, attendants, and supervisors have received required training and certification.		
31	Training and Documentation	Confined space entry permits are completed, signed, and retained for record-keeping.		
32	Training and Documentation	Periodic audits and inspections of confined space procedures are conducted and documented.		
33	Training and Documentation	Any incidents, near-misses, or hazards identified are reported and corrective actions are taken.		
34	Training and Documentation	All confined space policies comply with OSHA 29 CFR 1910.146 and any applicable state regulations.		
		【表格】 Hazard Assessment & Mitigation		
	Training and Documentation	Table		
	Training and Documentation	Name of Hazard		
35	Training and Documentation	Status		
36	Training and Documentation	Approved		
	Training and Documentation	Mitigation Plan		
	Training and Documentation	Person Responsible		
	Training and Documentation	Completion Date		
	Authorized Personnel	Entrants		
	Authorized Personnel	Name		
	Authorized Personnel	Title		
	Authorized Personnel	Training date		
	Hole Watch	Name		
	Hole Watch	Title		
	Hole Watch	Communication method		
	Entry Supervisor	Name		
	Entry Supervisor	Title		
	Entry Supervisor	Date		
		【表格】 Emergency & Rescue Plan		
	Entry Supervisor	Table		
37	Entry Supervisor	Emergency Contact		
	Entry Supervisor	Contact Number		
	Entry Supervisor	Rescue Equipment Available		
	Entry Supervisor	Emergency Evaluation Procedure		
	Confined Space Risk Assessment	Additional Notes		
	Confined Space Risk Assessment	Safety Representative		
	Confined Space Risk Assessment	Maintenance Supervisor		
	Confined Space Risk Assessment	Shift Supervisor		

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No.	Section	Check Item	Result	Notes / Evidence No.
	Entry Authorization	Request authorization from the Entry Supervisor to confirm that all required precautions have been taken and that the confined space is safe for entry under the conditions listed in this permit.		
	Entry Authorization	Name		
	Entry Authorization	Title		
	Entry Authorization	Date		
	Permit Closeout	Skip this section if it does not apply to you.		
	Permit Closeout	Reason for Permit Closeout		
	Permit Closeout	Permit Closed By		
	Permit Closeout	Title		
	Permit Closeout	Date & Time		

Confined Space Risk Assessment & Confined Space Permit -
Industry Vetted — Scoring & Sign-off

Sign-off

Approval signature	
Inspector Signature	
Signature	
Signature	