

Confined Space Procedure

Safety, Wellbeing & Environment (SWE)

OFFICIAL



Approved: 7 March 2022

Review due: March 2025

1. Objective

This procedure documents the requirements for the management of risks associated with Confined Space activities at Goulburn-Murray Water's (GMW) controlled work sites.

2. Scope

This procedure provides practical direction on how to manage health and safety risks associated with confined spaces. This procedure applies to all GMW employees, contractors (where practicable) and labour hire that undertake works that involve Confined Space on GMW controlled worksite.

3. Procedure

Under the OHS Regulations, a confined space means a space in any vat, tank, pit, pipe, duct, flue, oven, chimney, silo, reaction vessel, container, receptacle, underground sewer or well, or any shaft, trench or tunnel or other similar enclosed or partially enclosed structure, if the space:

- (a) is, or is intended to be, or is likely to be, entered by any person; and
- (b) has a limited or restricted means for entry or exit that makes it physically difficult for a person to enter or exit the space; and
- (c) is, or is intended to be, at normal atmospheric pressure while any person is in the space; and
- (d) contains, or is intended to contain, or is likely to contain—
 - (i) an atmosphere that has a harmful level of any contaminant; or
 - (ii) an atmosphere that does not have a safe oxygen level; or
 - (iii) any stored substance, except liquids, that could cause engulfment—

but does not include a shaft, trench or tunnel that is a mine or is part of the workings of a mine.

Confined spaces at GMW work sites must be managed appropriately to ensure the highest level of safety to workers and members of the public. To manage confined space risks, GMW will:

- Identify confined spaces and sign accordingly;
- Conduct confined space risk assessments to identify risks and hazards;
- Only permit competent workers to enter confined spaces;
- Maintain equipment in accordance with manufacturer's requirements by competent workers and retain maintenance history;
- Undertake Permit, SWMS; and
- Implement LOTO when isolating infrastructure.

Where GMW shares a workplace or site with a third party contractor or other business operator, GMW will ensure the required level of consultation occurs to ensure all required confined space arrangements and requirements are in place and effective.

WHAT IS A CONFINED SPACE

A confined space is determined by the hazards associated with a set of specific circumstances and not just because work is performed in a small space. Confined spaces are commonly found in vats, tanks, pits, pipes, ducts, flues, silos, containers, pressure vessels, underground sewers, wet or dry wells, shafts, trenches, tunnels or other similar enclosed or partially



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enclosed structures, when these examples meet the definition of a confined space in the Victorian OHS Regulation.

DETERMINING WHETHER A SPACE IS A CONFINED SPACE

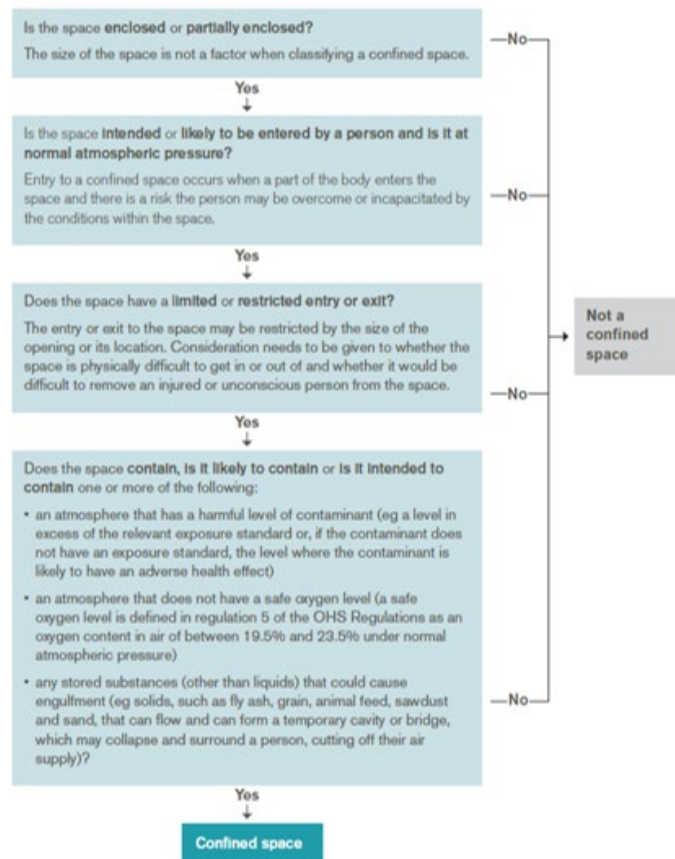
A confined space is determined by the structure and a specific set of circumstances. That same structure may or may not be a confined space depending on the circumstances when the space is entered. See Figure 1 & Flow Chart 1 below.

Note: Entry to a confined space occurs when a part of the body enters the space and there is a risk the person may be overcome or incapacitated by the conditions within the space (WorkSafe Compliance code – Confined Space - 2019)

Control measures such as providing temporary ventilation or achieving a satisfactory pre-entry gas test will not change the classification of a confined space.

Description of space	Confined space criteria				Confined space? If the answer to A, B, C and at least one of the questions in D is yes, then the space is a confined space.
	A Is the space enclosed or partially enclosed?	B Is it likely to be entered and is it at normal atmospheric pressure?	C Does the space have a limited or restricted entry or exit?	D Does the space contain, or is it intended to contain: a harmful level of atmospheric contaminants? an unsafe oxygen level? substances that could cause engulfment?	

(Flow Chart 1)



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CONFINED SPACE SIGNAGE

The mandatory danger sign (below) must be clearly and prominently displayed for the purpose of identifying confined spaces and to notify persons that they must not enter unless authorised under a Confined Space Entry Permit and if applicable another Permit to Work.

For GMW fixed sites (including but not limited to Dams, Pipes, housed pump stations etc.), all confined spaces must be permanently signposted.

For GMW Water infrastructure, where it is not practicable for the confined space to be permanently signposted (e.g. maintenance hole/valve pit etc. in a road reservation), temporary confined space signage must be erected at the worksite while works are being undertaken

The following criteria must be adopted for confined space signage:

- Padlocking entrances does not remove the requirement to have signs;
- Signs should be a minimum size of approximately 350mm x 250mm
- Signs must be located, where practical at each entry point of the confined space;
- Colours must contrast, red or black writing on white background. (Complying with AS/NZS 1319-Safety Signs for the Occupational Environment) – see image below
- Prior to working in a confined space, ensure warning signs and barricades where necessary are in place to ensure that no interference with the safety of persons in the confined space is possible.



For more information, refer to *Australian Standard 1319-1994: Safety Signs for the Occupational Environment*.

TRAINING AND COMPETENCY

Training must be provided to GMW employees and other persons on GMW controlled worksites. All employees and other persons on GMW controlled worksites who will enter, or supervise work in a confined space work area, must be trained and assessed to meet the required Australian Standards. Detailed list below:

Medical Assessments relating to confined space entry can only be conducted by a GMW approved provider. The GM of PCS can approve a workers GP to conduct these assessments if necessary. Only those who have completed this assessment shall be authorised to participate in confined space training or conduct any confined space activity on behalf of or for GMW.

- **Level 2 First Aid**



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- **Working at Heights competencies:**
 - RIIWHS204E - Work safely at heights
- **Confined Space competencies including the below modules:**
 - RIIWHS202E - Enter and work in confined spaces
 - MSMPER205 - Enter confined space
 - MSMPER200 - Work in accordance with an issued permit
 - MSMPER202 - Observe permit work
 - RIIRIS201E - Conduct local risk control
 - MSMWHS217 - Gas test atmospheres
 - MSMWHS201 - Conduct hazard analysis
 - MSMPER300 - Issue work permits
 - MSMPER201 - Monitor and control work permits
- **Operate Breathing Apparatus competency including the below modules:**
 - MSMWHS216 - Operate Breathing Apparatus
 - PUAFIR207 - Operate Breathing Apparatus Open Circuit
 - PUAFIR210 - Prevent Injury
- **Confined Space Rescue Competency including the below modules:**
 - PUASAR025 - Undertake Confined Space Rescue
 - PUASAR022 - Participate in a Rescue Operation

Only those who hold formal competencies in Confined Space Entry and Use and Maintenance of Breathing Apparatus may enter a GMW confined space (there is no provision for untrained visitors). Emergency Re-breather Apparatus are to be carried at all times when entering a confined space unless wearing full self - contained breathing apparatus

Any member who is acting as a standby person or rescuer for any confined space activity including entry must hold a current formal competency in Confined Space Entry, Rescue and the Use and Maintenance of Breathing Apparatus.

GMW requires that GMW employees and other persons on GMW controlled worksites have their Confined Space and Working at Heights competencies reassessed within 2 years in accordance with AS2865 2009 – *Confined Space Requirements and Risk Control*.

Refresher training on a more frequent basis than 2 years should be provided if confined space activities are conducted infrequently, such as twice a year.

Records of employees who are trained and deemed competent will be recorded in the GMW Learning Management System (LMS).

Proof of 'Recognised Training', issued by a Registered Training Organisation, must be provided by contractors who:

- Enter or work in confined spaces;
- Undertake hazard identification or risk assessment in relation to a confined space;
- Implement risk control measures;
- Issue and complete entry permits;
- Manage or supervise employees and other persons working in confined spaces;
- Act as a stand-by person or communicate with workers in a confined space;
- Monitor conditions while work is being carried out; and
- Design or lay out a work area that includes a confined space.



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In order to perform certain tasks, such as completing entry permits and acting as stand-by persons, GMW workers must also provide evidence that they are a 'GMW Authorised Person' with regards to confined space entry. This means that they have:

- Thorough training and/or experience acquired the knowledge and skills required to perform confined space tasks competently;
- Up-to-date confined space entry certifications, as per GMW minimum training requirements outlined above;
- Completed a confined space entry previously

CONFINED SPACE HAZARDS

Identifying hazards involves finding all of the things and situations that could potentially cause harm to people. At GMW the following risks/hazards must be identified prior to confined space entry:

- Atmospheric hazards and engulfment hazards, including, but not limited to:
 - the presence of contaminants within the confined space;
 - hazardous services connected to the confined space; and
 - the presence of free-flowing liquid stored in, or which could potentially enter, the confined space.
 - a reduction in oxygen concentration in the atmosphere of the confined space below 19.5 per cent by volume or an enrichment of oxygen above 23.5 per cent by volume;
 - the presence of airborne contaminants such as dust or fibers;
 - high or low temperatures resulting from the occupational environment or weather conditions;
- Task-related hazards and other occupational hazards, including, but not limited to:
 - an inability to maintain communications;
 - noise;
 - radiation from x-rays, non-destructive testing (NDT), gauges, lasers and/or welders;
 - the need for manual handling;
 - unsafe entry and exit, or unsafe surfaces;
 - restrictions on entry or exit;
 - poor lighting;
 - whether openings are obstructed by fittings or equipment, with the potential to impede rescue;
 - the risk of being caught in or on moving equipment;
 - the risk of being overcome by fumes or other contaminants introduced as a result of performing the task; and
 - exposure to potentially damaging energy sources such as electricity; and
 - the potential for falling objects around confined space entries.

Note: Consideration must also be given to the interface implications of other tasks being conducted in the near vicinity of the confined space.

CONFINED SPACE RISK ASSESSMENT

Where possible the risk of confined spaces should be eliminated. Where this is not possible suitable controls that will reduce the level of risk to an acceptable level shall be selected by the assessment team using the hierarchy of controls.



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A risk assessment must be conducted by the work team before the commencement of any tasks associated with the confined space.

The risk assessment must take into account:

- the hazards of the confined space;
- the tasks to be conducted, including the need to enter the confined space;
- the range of methods by which the tasks can be conducted;
- the hazards and associated risks involved with the method of work selected and the equipment to be used;
- emergency response procedures; and
- the competency of the persons conducting the tasks.

The Confined Space Entry Permit and a Confined Space Safe Work Method Statement (SWMS) must be attached to the completed risk assessment and adhered to for all activities associated with the confined space.

The risk assessment must be reviewed and revised whenever there is evidence to indicate that the level of risk has changed or that hazards are not controlled by the current controls.

ISOLATION

Methods of isolation must be prepared and developed by the appointed authorised person, and verified and reviewed by the permit issuer. For more details on the required process, refer to the Energy Isolation Procedure (A4065912).

ATMOSPHERIC TESTING AND MONITORING

Atmospheric testing and monitoring must be conducted in a manner consistent with the hazards identified in the Confined Space Risk Assessment.

Where the risk of a hot/ cold environment is identified, additional controls must be considered i.e. temperature monitoring, PPE etc.

Only competent and authorised gas testers must monitor or test gaseous atmospheres. No person must enter a confined space to conduct atmospheric testing or monitoring.

Approved Confined Space Entry Permits for the purposes of atmospheric testing must comply with the risk control measures identified as necessary for safe testing. Records of the test results must be recorded on the Confined Space Entry Permit.

Atmospheric tests must include testing of:

- Oxygen concentration;
- Concentration of flammable airborne contaminants (i.e. flammable/explosive gases); and
- Concentration of other harmful airborne contaminants (i.e. toxic gases or vapors), such as carbon monoxide, carbon dioxide and hydrogen sulphide.

Where known flammable contaminants are present, testing must be continuous and the selected monitoring device must have a visual and audible alarm sequence. This alarm must activate at a concentration of airborne contaminants no greater than 5 per cent of the lower explosive limit.

Upper explosive limits (UEL) and lower explosive limits (LEL) of known flammable contaminants can be obtained through *Australian Standard 60079 Explosive Atmospheres*.

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The monitoring device must be maintained and serviced as per the manufacturer's requirements. The serial number of the device and the date of the next calibration must be recorded on the Confined Space Entry Permit.

The required frequency of re-testing or continuous monitoring must be determined by way of a risk assessment. Re-testing or continuous monitoring must be considered when a risk assessment identifies potential variations in oxygen concentration or the potential release of airborne contaminants.

WHERE TO TEST

Initial testing needs to be done from outside the confined space, by inserting a sample probe into appropriately selected access holes, nozzles or openings. Contaminants can settle at different levels in a confined space so the top, middle and bottom areas of the space need to be tested (see figure 2).

Some gases (for example, hydrogen sulfide) are heavier than air and in unventilated areas typically settle to the bottom of the space, while other gases (for example, methane) are lighter than air and typically collect at the top of the space. Tests need to be made at a sufficient number of points to accurately reflect areas of the space that are likely to be accessed.

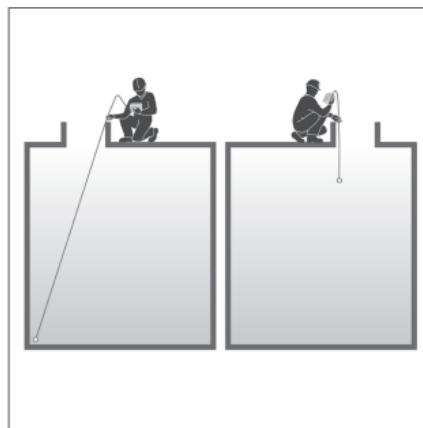


Figure 2 – Atmospheric testing of remote regions and different levels within a confined space

WHEN TO TEST

Testing needs to be done before an entry permit is issued, immediately prior to entry, and at other times as necessary. Re-testing and continuous monitoring of the atmosphere needs to be undertaken if it has been identified (for example, through a risk assessment) that conditions may change due to the work being done or the disturbance of hazardous material in the confined space. Alternatively, the results of the testing may indicate a requirement to purge or ventilate the space and re-test prior to entry.

Where the concentration of flammable gas or vapour in the space is equal to or greater than five per cent but less than 10 per cent of its LEL, the space must be continually monitored



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during occupancy. For example, by using a suitably calibrated, continuous-monitoring flammable gas detector.

ENSURING A SAFE ATMOSPHERE

During work in a confined space, employers must ensure, so far as is reasonably practicable, that the atmosphere in the space has a safe oxygen level and does not expose employees to an atmospheric concentration of a contaminant above the exposure standard.

A safe atmosphere in a confined space is one that:

- has a safe oxygen level
- is free of atmospheric contaminants or contains atmospheric contaminants below their exposure standard (if any)
- has a concentration of any flammable gas or vapour below five per cent of its LEL.

A safe atmosphere can be achieved within a confined space by using methods such as cleaning, purging and ventilation.)

NOTE: Normal entry should only be considered when the test results show the confined space is safe. First before you enter, during works / inspections and on exit.

PURGING CONFINED SPACE

Where necessary, the confined space must be cleared of contaminants by using a suitable purging agent. The purging agent or any gas used for ventilation purposes must not be pure oxygen or a gas mixture with an oxygen concentration of less than 19.5 per cent or more than 23.5 per cent.

Exclusion zones must be considered as part of the risk assessment and consideration should be given to the erection of signage and barriers around vents and openings.

The following processes, activities, equipment or conditions that may exist in confined spaces require risk assessment and must be managed in accordance with the Confined Space Entry Permit System:

- cleaning a confined space;
- the location of contaminants;
- flammable contaminants;
- static electricity;
- ventilation;
- combustion engines;
- the location of exhausts;
- the control of mechanical ventilation equipment; and
- activities causing the generation of contaminants.

Note: additional recommendations for cleaning a confined space by hydro jetting, steam cleaning, hydro blasting and chemical cleaning can be found in *Appendix G of Australian Standard 2865-2009 Confined Spaces*.

EQUIPMENT FOR USE IN A CONFINED SPACE ENTRY

- Instruments used for atmospheric testing must be calibrated in accordance with the manufacturer's guidelines and continually monitor the atmosphere whilst inside a confined space.
- Calibration results must be maintained in a local site file.



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- Employees who test the atmosphere in confined spaces sites must be trained in the use of the equipment, correct sampling and testing methods.
- Equipment intended for use in a confined space site must be fit for purpose and subject to a maintenance and inspection program in accordance with manufacturer's requirements. Records are to be retained in a local file.
- Portable electrical equipment and lighting for use in a confined space must be extra low voltage (equal to or less than 32 V AC or 115 V DC) (ELV) or protected by a residual current device (RCD).
- The ELV transformer or the RCD must be located outside the location and be connected to the electrical equipment with a heavy duty flexible supply cable complying with AS 3147.
- All personnel who enter a confined space shall have a breathing apparatus (re-breather) with them at all times.

RESCUE EQUIPMENT FOR USE IN A CONFINED SPACE ENTRY

Ensure that all equipment for a rescue is available prior to entering the confined space. All equipment available for a rescue must be inspected and maintained as per the compliance schedule / Maximo requirements.

Examples:

- Tripod with winch or pulley system and fall arrestor
- Full body harness
- Toxic gas meter & air ventilation system
- Life line (rope)
- Communication devices
- Safety boots
- Helmet, headlamp, and torch
- Ear and eye protection
- First-aid kit
- Moveable fences, traffic cones, and other signage as required. Davit arms
- Harnesses
- Rescue lines

CONFINED SPACE ENTRY (INCLUDING PERMITS)

Prior to entry of a confined space, the following must occur:

1. Complete risk assessment (as detailed above);
2. A Confined Space Entry Permit must be issued by the authorised permit issuer. The Permit identifies the conditions for confined space entry, and outlines the following details (but not limited to);
 - Atmospheric testing;
 - Purging (if required)
 - Isolation, Lock Out Tag Out; and
 - Serviceability of all PPE used, including respiratory protective devices.
3. Adhere to Confined Space SWMS.

Note: A permit is required each time a new confined space entry point is established.

CONFINED SPACE RESCUE



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Things to take into account when planning for emergency / rescue procedures:

- the nature of the confined space
- any hazards associated with the level of oxygen or atmospheric contaminants in the confined space
- the work to be done in the confined space (including the range of possible work methods and the work method chosen)
- any work done outside the confined space that may be associated with a hazard
- the means of entry to and exit from the confined space
- the method of continuous communication between people inside and outside the confined space and whether that method will enable communication in an emergency
- how emergency procedures can be initiated from outside the confined space
- the procedure in place which indicates that an employee has entered a confined space.

Rescue procedures must be practiced in conjunction with the refresher training every 2 years to ensure that they are efficient and effective:

- An Emergency Rescue Plan must be completed, practiced and understood by all members of the team prior to entry to the space – then recorded / documented appropriately, and
- Refer to the instructions in GMW's Safe Work Method Statement Confined Space Entry (that has been reviewed and updated applicable to the work being conducted).

Other considerations for planning emergency, rescue and first aid procedures – see below:

Relevant considerations	Questions
Location of the confined space	What is the geographic location of the space, how accessible is it in an emergency and how far away is it from appropriate medical facilities? Planning needs to ensure that rescue and emergency personnel can access the workplace during nights, weekends and holiday periods.
Rescue and resuscitation equipment	What kinds of emergencies may occur? The provision of suitable rescue and resuscitation equipment will depend on the potential emergencies identified. Training in the correct operation of rescue equipment is essential. Selected rescue equipment needs to be in close proximity to the confined space and able to be used immediately.
Capabilities of rescuers	Are rescuers properly trained, sufficiently fit to carry out their task and capable of using any equipment provided for rescue (eg breathing apparatus, lifelines and fire-fighting equipment)? How will rescuers be protected during the emergency operation?
First aid	Is appropriate first aid available for immediate use? Are trained first aiders available to make proper use of any necessary first aid equipment provided?
Local emergency services (if they are to be relied on for rescue)	How will the local emergency services (for example, fire brigade) be notified of an incident? What information about the particular dangers in the confined space will be given to them on their arrival? Have prior arrangements been made with local emergency services to ensure they are able to respond in a reasonable time, and is the specialist confined space retrieval equipment readily available?

NOTE: 000 IS NOT ACCEPTABLE AS AN EMERGENCY PLAN

NOTIFICATION OF INJURIES, INCIDENTS AND HAZARDS

- Employees must report safety incidents immediately to their supervisor. An incident must be recorded in IRIS by the employee or supervisor. IRIS: Incident Reporting Information System: Our Intranet based system for recording incidents and hazards.
- The employee's manager or supervisor must report medical treatment injuries and Lost Time Injuries to the SWE Team as soon as possible.



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- Lost Time Injuries must be notified by the employee's line manager to his or her General Manager by phone as soon as the manager is aware of the injury.
- Incidents requiring notification to WorkSafe must be reported to the Managing Director by the General Manager as soon as he or she becomes aware of the incident.
- Injuries requiring medical treatment at a clinic, doctor's surgery or a hospital must be reported OccCorp and the Return to Work Coordinator as soon as possible.

DOCUMENTATION AND RECORD KEEPING

The following records must be kept for all confined space entries in a manner easily accessible for audit and review:

- Completed Confined Space Entry Permits (onsite and/or held within GMW's electronic Management System – currently Objective);
- Confined space work training records (onsite /or held within GMW's electronic Management System – currently Objective) or LMS;
- Risk Assessment Reports (onsite /or held within GMW's electronic Management System – currently Objective); and
- Confined Space Medical Assessments issued by a GMW approved provider. The GM of PCS can approve a workers GP to conduct these assessments if necessary.

4. Roles & Responsibilities

GMW EXECUTIVE

GMW Executive and Senior Management (ELT and SLT) are responsible for overseeing and ensuring the implementation of the requirements of this SOP and related procedures within their respective functional areas. This includes ensuring all sites are suitably risk assessed and have appropriate confined space resources to ensure that risks associated with confined space are adequately managed to minimise the risk of injury or harm to workers.

MANAGERS

Managers in all operational areas and GMW worksites are responsible for ensuring the review and management of risks associated with confined spaces. This includes:

- Provision of a safe system for entry into, and the conduct of tasks within, confined spaces;
- Effective management of all activities associated with entry into, and exit from, confined spaces
- Provision of adequate resources for the appropriate training and refresher training outlined in this SOP.

SUPERVISORS

Supervisors and Team Leaders in all operational areas and GMW worksites are responsible for ensuring that risks associated with confined spaces are managed. This includes:

- Coordinating the planning, issue and return of Confined Space Entry Permits and other required permits;
- Ensuring competency of staff;
- Maintaining all records relating to entry into and activities conducted within confined spaces,
- and ensuring they are readily available; and
- Where shift changes occur, establishing and maintaining processes for the effective and efficient transfer of information on outstanding permits and other relevant work activities.



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STAND-BY PERSON

The stand-by person has ultimate control over all confined space entry, exit and emergency processes.

Before a worker enters a confined space, a stand-by person must be assigned to continuously monitor the wellbeing of those inside the space. The stand-by person:

- Must receive accredited training and be assessed as competent in the application of the Confined Space Entry procedures in accordance with legislation;
- Must be a 'GMW Authorised Person' with regards to confined space work;
- Must participate in the risk assessment process in preparation for the Confined Space Entry Permit;
- Must participate in the development of the Emergency Response Plan for the confined space activity;
- Must understand the Confined Space Entry Permit process;
- Has the authority to order workers to exit the space if any hazardous situation arises;
- Must be competent in the application of emergency response procedures and must initiate appropriate emergency procedures when it is required;
- Must be competent in the preparation and operation of rescue and breathing equipment, if it is required;
- Must remain at the work site monitoring staff movements into and out of the confined space, including approving and controlling access;
- Must keep in communication, according to the agreed-upon protocol, with those having entered the confined space; and
- Must never enter a confined space to attempt rescue.

RESCUE PERSON

- Participate in the risk assessment process in preparation for the Confined Space Entry Permit;
- Participate in the development of the Emergency Response Plan for the confined space activity;
- Understand the Confined Space Entry Permit process;
- Receive accredited training and be assessed as competent in the application of the Confined Space Entry procedures in accordance with legislation (including appropriate Emergency Response and First Aid training);
- Remain in the vicinity of the confined space activity so available for emergency rescue response if required;
- Be competent in the application of emergency response procedures; and
- Be competent in the preparation and operation of rescue and breathing equipment, if it is required.

WORKERS

All workers must ensure that they:

- Participate in the risk assessment process in preparation for the Confined Space Entry Permit;
- Participate in the development of the Emergency Response Plan for the confined space activity;
- Understand and follow the Confined Space Entry Permit process;
- Receive accredited training and be assessed as competent in the application of the Confined Space Entry procedures in accordance with legislation;
- Follow the requirements of this Confined Space SOP and related procedures;



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- Only use GMW owned and approved equipment – inclusive of hired equipment required for work being conducted
- Confirm with the supervisor of the work that it is safe to start work;
- Confirm with the stand-by person that they can enter a confined space; and
- Be competent in the preparation and operation of rescue and breathing equipment (where required).

CONTRACTORS

At all times when performing work on a GMW site or for/on behalf of GMW, contractors must have available the relevant confined space documentation or comply with GMW's confined space management requirements detailed in this and related procedures and report all incidents to the relevant GMW Manager and to their employing / contracting agency.

Responsibility	Who
Approval	General Manager, People, Culture and Safety (PCS)
Ownership and implementation	General Manager, PCS, WDS, WSS, SSP & BAF (IT)

5. Definitions

Confined Spaces: Under the OHS Regulations, a confined space means a space in any vat, tank, pit, pipe, duct, flue, oven, chimney, silo, reaction vessel, container, receptacle, underground sewer or well, or any shaft, trench or tunnel or other similar enclosed or partially enclosed structure, if the space -

- is, or is intended to be, or is likely to be, entered by any person; and
- has a limited or restricted means for entry or exit that makes it physically difficult for a person to enter or exit the space; and
- is, or is intended to be, at normal atmospheric pressure while any person is in the space; and
- contains, or is intended to contain, or is likely to contain—
 - an atmosphere that has a harmful level of any contaminant; or
 - an atmosphere that does not have a safe oxygen level; or
 - any stored substance, except liquids, that could cause engulfment—

but does not include a shaft, trench or tunnel that is a mine or is part of the workings of a mine.

Note: Entry to a confined space occurs when a part of the body enters the space and there is a risk the person may be overcome or incapacitated by the conditions within the space.

Emergency Services: internally or externally provided emergency services including ambulance services, doctor/health clinic, Poisons Information Centre and fire and other emergency services.

First Aid: the immediate treatment or care given to a person suffering from an injury or illness until more advanced care is provided or the person recovers.

LOTO: acronym used for Lock Out Tag Out.

SMS: acronym used for GMW's Safety Management System.

OHS: acronym used for Occupational Health and Safety.

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6. Document history

Doc #	Date approved	Approved by	Approval #
A4303370	7 March 2022	General Manager, People, Culture & Safety	A4333686

7. Associated documents

Document name	#
Vic Occupational Health and Safety Act 2004	
Vic Health and Safety Regulations 2017	
Vic WorkSafe Compliance Code - Confined Space - 2019	
ASNZ 2865 - 2009 - Confined Spaces	
ASNZ 1319 - 1994 - Safety Signs for the Occupational Environment	
ASNZ 60079 - Explosive Atmospheres	
ASNZ 2865 - 2009 - Confined Space Requirements and Risk Control	
ASNZ 1715-2009 - Maintenance Care and use of BA	
Energy Isolation Procedure	A4065912
Confined Space Entry Permit	A4303366
Rescue Plan	A4083774
Confined Space Ventilation Guidance Document	A4303368

