**Mechanical Sumps and Pits -- Permit Required Confined Space Entry Permit**

1. **Mechanical Sumps and Pits Entry Procedure and Permit**
   **“All shaded areas must be completed by the Entry Supervisor or Entrant”**

2. **Work to be Performed and Location:**

3. **Date Issued:** / /  
   **Time Issued:** : a.m. p.m.

4. **Permit Space Hazards (X = Potential Hazard or Testing Requirement)**

   - **Oxygen:** hazardous when less than or equal to 19.5% OR greater than or equal to 23.5%.
   - **Flammable Gases or Vapors:** hazardous when greater than 10% of LFL / LEL.
   - **Hydrogen Sulfide:** hazardous when greater than 10 PPM.
   - **Carbon Monoxide:** hazardous when greater than 50 PPM (always look for when welding or near a fuel combustion source (cars, utility carts, etc.).

5. **Additional Permits or Forms**
   **Hot Work Permit:** □ YES □ NO □ N/A  
   **LOTN / Hazardous Energy Control Procedure:** □ YES □ NO □ N/A  
   **Other:**

6. **Equipment Required for Entry & Work**

   - **□ PPE**  
   - **□ Atmospheric Testing**  
   - **□ Respiratory Protection**  
   - **□ Ventilation Equipment**  
   - **□ Rescue Equipment**

7. **Communication method used by attendants and entrants**

   - **□ Radio**
   - **□ Voice**
   - **□ Other**

8. **Confined Space Rescue**

   - **The assigned confined space attendant is responsible for evacuating entrants in the event of an emergency by means of vocal communication or retrieval equipment used for the entry. At no time will the attendant enter the confined space. In the event the attendant is unable to evacuate the entrant(s), the Charlotte Fire Department will be notified by UNC Charlotte Police Dispatch at 704-687-2200 to provide rescue assistance. Upon the arrival of rescue personnel, the attendant should brief the rescuers of any notable information.**

9. **Authorized Entrants**

10. **Authorized Attendants**

11. **Preparation for Entry**

   - **Notify affected department of service interruption and complete the Confined Space Entry Permit and any other required permits and forms.**
   - **Inspect all required equipment, tools and PPE prior to entry. Barricade the area to prevent unauthorized entry or access. Setup necessary equipment for entry operations.**
   - **Ensure that all hazardous energy is isolated per the specific Hazardous Energy Control Procedure. All energy sources (steam, electrical, natural gas, hydraulic) within the sump/pit are fully controlled so that safe entry can be completed with no risk of energy release to the entrant.**
   - **Sign in Authorized Entrants in Step 9 and Sign in Attendants in Step 10.**
   - **Take a preliminary atmospheric reading with approved 4-gas meter and record reading on Step 12. Atmosphere should be continuously tested during entry. Periodically record sample readings in Step 12. Air ventilation is required before and during entry into the sump/pit.**
   - **Upon eliminating or controlling all hazards and the Entry Supervisor signing Step 13, proceed to make entry.**

12. **Atmosphere Testing Record Acceptable Conditions**

   - **Time of Sampling**
   - **CH₄ – Methane:** Less than 10% of LFL / LFL
   - **O₂ – Oxygen Range:** Minimum allowable = 19.6% to Maximum allowable = 23.4%
   - **H₂S – Hydrogen Sulfide:** < than 10 PPM
   - **CO – Carbon Monoxide:** < than 35 PPM
   - **Other Toxics:**

13. **Authorization by Entry Supervisors**

   I certify that all required precautions have been taken and necessary equipment is provided for safe entry and work in this mechanical sump/pit confined space.

   **Printed Name:**
   **Signature:**
   **Date:**
   **Time:** a.m. p.m.

14. **Permit Cancellation (Complete at the end of job not to exceed 24 hours)**

   **Date:**
   **Time:** a.m. p.m.