

## EMPLOYEE TRAINING RECORD

**TRAINING TITLE**  
**Confined Spaces - Making Safe Entries - Responsibilities**

### KEY TEACHING POINTS

**ENTRANT**

- You become an entrant when any part of your body breaks the plane of the permit-required confined space.
- The entrant must:
  - Know all the hazards within a given space and signs of exposure to these hazards.
  - Be able to use all personal protective equipment.
  - Keep in contact with the attendant.
  - Alert the attendant to any observed hazard or condition not allowed by the permit.
  - Instantly obey any order to evacuate the permit space.

**ATTENDANT**

- Know the hazards within the permit space and signs of exposure to hazards within the space. Monitor the entrant's behavior.
- Keep count of the number of workers in the space and allow only authorized entrants access to the space.
- Keep in constant communication with the entrants.
- Protect the entrants from external hazards.
- Not leave the entrance unless relieved by a qualified attendant.
- Not enter the space to perform rescues and be able to instantly contact the rescue team.

**ENTRY SUPERVISOR**

- Responsible for ensuring that the space is safe to enter. Signs the entry permit after ensuring that all acceptable entry conditions are met and permit/checklist is prepared correctly. Cancels the permit and closes the space after all entrants have left the space. May be either the Entrant or Attendant.

### TEST

QUESTION	ANSWERS	
	TRUE	FALSE
1. You have entered a confined space if any part of your body breaks the plane of the entrance.		
2. The entrant must be able to use all personal protective equipment.		
3. Only the attendant may be the entry supervisor.		
4. The entry supervisor is responsible for ensuring that the space is safe to enter.		
5. The attendant may leave the entrance to go to the bathroom only.		
EMPLOYEE'S NAME	EMPLOYEE'S SIGNATURE	DATE
INSTRUCTOR'S NAME	INSTRUCTOR'S SIGNATURE	DATE

1. True 2. True 3. False 4. True 5. False