



IGO GROUP SAFETY STANDARD 17 - CONFINED SPACE

INDEPENDENCE GROUP NL





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1. INTENT

This Standard details the requirements for the management of and works to be performed in confined spaces.

2. APPLICATION

This standard shall apply to all IGO sites and projects (exploration, construction and development) and to all IGO employees, contractors (including sub-contractors) and visitors to IGO sites and projects. All IGO sites and projects shall comply with the provisions of this standard, and with local legislative requirements.

3. LEGAL AND OTHER REQUIREMENTS

IGO business activities shall identify and comply with the legal and other requirements, relating to undertaking confined spaces. This shall include compliance with:

- *AS 2865 Confined Spaces*
- *Safe Work Australia Confined Spaces Code of Practice*

Where this standard identifies Australian and New Zealand Standards, IGO's international sites and projects shall ensure any other Standards relevant to the location meet the minimum requirements established through this standard.

4. DEFINITION

A confined space is defined as an enclosed or partially enclosed space that:

- is not designed or intended primarily to be occupied by a person; and
- is, or is designed or intended to be, at normal atmospheric pressure while any person is in the space; and
- is or is likely to be a risk to health and safety from:
 - an atmosphere that does not have a safe oxygen level, or
 - contaminants, including airborne gases, vapours and dusts, that may cause injury from fire or explosion, or
 - harmful concentrations of any airborne contaminants, or
 - engulfment

5. ELIMINATION THROUGH DESIGN

Plant, structures and processes shall be designed, manufactured or sourced to:

- Eliminate, or minimise so far as is reasonably practicable:
 - The need to enter a confined space (e.g. through minimising the need to enter for

maintenance, providing external cleaning and draining facilities etc.)

- The risks associated with conducting tasks within the space (e.g. by providing secure positive isolation)
- The risk of inadvertent entry
- Ensure that the space is designed with an adequate means of entry and exit for persons working in the space or for rescuing persons from within the space
- Provide for ventilation
- Provide fixed access such as ladders, platforms and walkways.

6. CONFINED SPACE REGISTER AND SIGNAGE

Sites shall:

- Identify the location and type of their permanent confined spaces and shall maintain this information in a **Site Confined Space Register**.
- Complete a **Confined Space Hazard Evaluation** for each confined space, or a generic Confined Space Hazard Evaluation for multiple similar confined spaces. The evaluation must be completed using the **IGO Confined Space Hazard Evaluation Form**.
- Ensure that each confined space is permanently signposted or labelled
- Ensure that each confined space is secured against unauthorised entry.

7. DEFINED HAZARDOUS WORK

Confined Space entry is **Defined Hazardous Work**. Consequently:

- the task must be completed in accordance with a task specific Safe Work Procedure (SWP), **or** in absence of such, a JSEA. Refer to **IGO GSS3 - Personal Risk Management: 'Take 5' & JSEAs**, and;
- Unless exempted, the task must be formally approved by means of a Permit To Work (also referred to as a Confined Space Work Permit). **Refer to IGO GSS14 - Permit to Work**.

8. REQUIREMENTS

All sites and projects shall develop a Confined Space Management procedure that meets the requirements of this standard. In the absence of a site procedure approved by the Registered Manager, sites and projects must use the **IGO Group Safety Procedure 3 – Confined Space Entry**.

8.1 Providing a Safe Atmosphere

No person shall enter a confined space unless it has been determined that there is either a safe atmosphere inside the space or that adequate protective measures are implemented to ensure their safety.

A safe atmosphere is one that:

- Has a safe oxygen level of 19.5% - 23.5% in air
- Is free of airborne contaminants or any airborne contaminants are in concentrations below their allowable exposure standard (if any)
- Have concentrations of any flammable gas or vapour in the atmosphere below 5% of its LEL.

The provision of a safe atmosphere may require the cleaning, purging, ventilation and ongoing ventilation of the confined space as identified in the risk assessment.

Where a safe atmosphere cannot be ensured or the exposure limit for a substance cannot be met (or cannot be demonstrated to be met) then appropriate respiratory protective equipment shall be used if the work is to be completed.

8.2 Atmospheric Testing And Monitoring

Atmospheric testing must be undertaken consistent with the hazards identified in the risk assessment and shall include testing of:

- Oxygen concentration
- Concentration of flammable airborne contaminants
- Concentration of other airborne contaminants, such as carbon monoxide.

Only trained, competent and authorised gas testers shall be permitted to monitor or test gaseous atmospheres. Testing shall be undertaken from outside the confined space where possible.

Testers shall not enter the Confined Space to conduct atmospheric testing or monitoring without a Confined Space Permit to do so.

8.3 Standby Person And Communication System

A trained and competent standby person/s shall remain outside the confined space and do no other work which may interfere with their primary role of monitoring the workers inside the space. If practicable, the stand by person shall observe the work being carried out. The standby person/s shall:

- Monitor personnel entering and exiting the confined space
- Provide for continuous communication with workers inside the confined space
- Monitor conditions within and outside the confined space
- Understand the nature of the hazards inside the confined space
- Have all required rescue equipment immediately available
- Have the authority to order workers to exit the space if any hazardous situation arises
- Never enter the space to attempt rescue.

A standby person may only be permitted to also act as a fire watch if approved in writing by the Issuer of the Confined Space Permit.

The number of standby persons for the confined space shall be appropriate to enable constant

appropriate communication and engagement with all personnel within the confined space.

8.4 Security and Signage

Prior to the commencement of any work in relation to a confined space signs and barricades shall be erected at each entrance to the confined space to:

- Warn against entry by people other than those who are listed on the confined space entry permit, and must be placed at each entrance to the confined space
- Prevent entry of persons not involved in the work but still allow emergency egress for those undertaking the work.

Signs shall be left in place during the work and until all work and packing up is completed. Refer to **IGO GSS7 Barricades, Barriers and Signage**.

8.5 Entry into a confined space

A worker shall not be allowed or directed to enter a confined space unless a Confined Space Permit has been issued for the entry and the Confined Space Permit is readily available at the worksite.

For the entire period the Confined Space Permit is valid, systems shall be in place to indicate when a worker is in the space. A system of signing in and out the entry/exit log on the Confined Space Permit shall be implemented.

No person shall be allowed to enter or directed to enter a confined space unless they:

- Are trained and competent to do so;
- Have signed on to the Confined Space Permit for the work confirming they have read and understood the requirements of the permits and the confined space risk assessment for the work;
- Sign on and off the entry/exit log each time they enter and exit the confined space.

9. DETAILED GUIDANCE

In the absence of a Confined Space process approved by the site or project Registered Manager, the IGO mine site or project shall adhere to the **IGO Group Safety Guideline 13 - Confined Space Management Plan**.

10. EMERGENCY PROCEDURES

The task specific SWP or JSEA shall detail the emergency response, rescue and first aid planning to be followed in an emergency.

All sites and projects must have the capacity to affect the rescue of a person in the range of confined spaces present on site. Tasks may not commence if appropriate rescue equipment and resources are not available, or where the specific nature of the confined space is such that a rescue cannot be effectively completed.

11. TRAINING & COMPETENCE

Personnel involved with confined space entry shall be trained and competent in:

- The hazards associated with working in the confined space
- The contents of any Confined Space Permit
- The risk control measures including PPE and emergency procedures
- At a minimum competency training shall be required for personnel
- Issuing and accepting Confined Space Permits
- Performing a confined space entry
- Undertaking confined space risk assessments
- Acting as a standby person
- Atmospheric testing of confined spaces
- Maintaining equipment used for and during confined space entries
- Undertaking isolations and implementing other risk controls as required for confined space entry
- Performing confined space emergency response.

12. RECORDS

At a minimum confined space risk assessments and permits (including results of atmospheric testing and entry/exit logs) shall be kept for 5 years or as required as specified in **IGO Occupational Health Standard 1 - Occupational Health and Hygiene**. Records shall be kept of personnel who have undergone relevant competency training in respect to confined space roles and shall indicate expiry dates and when renewal has occurred.

13. RELATED DOCUMENTS

12.1 Common Management System Standards

- CMS 03 Risk Management
- CMS 12 Management of Change

12.2 HSES Standards and Guidelines

- IGO GSS7 Barricades, Barriers and Signage
- IGO GSS 3 – Confined Space Entry
- IGO Confined Space Hazard Evaluation Form
- IGO Group Safety Guideline 13 - Confined Space Management Plan

12.3 External Documents

- AS 2865 Confined Spaces
- SafeWork Australia Confined Spaces Code of Practice

14. DOCUMENT CONTROL

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