

COUNTY OF VENTURA	2012 EMPLOYEE HEALTH & SAFETY MANUAL	GENERAL
Originating Agency: GSA Policy: GSA	Last Issued 8/6/2012	Revised Policy No. 11 NON-PERMIT CONFINED SPACE ENTRY PROCEDURES – WORKING IN ATTIC SPACES ABOVE INMATE CELLS

1.0 POLICY

This policy is to assure that the attic spaces above inmate cells in housing units are accessed and occupied in a safe manner, and employees are monitored and supervised while in these areas in the event assistance is needed, or an employee comes across a hazard and needs attention.

2.0 BACKGROUND

The attic space above inmate cells has limited ventilation and egress and meets the Cal/OSHA definition of a confined space. The atmosphere does not contain volatile toxic products and is *not* considered a Permit-Required Confined Space. These entry procedures are limited in scope to work activities and environmental conditions that do not pose or create a potentially hazardous atmosphere. No combustion equipment, cleaners, glues, welding or other volatile toxic chemicals are allow in or around the confined space.

3.0 PROCEDURE

1. When accessing these areas, use an appropriately sized ladder. Standing on the top of the ladder is an unsafe practice and is in violation of OSHA regulation.
2. Open the closest plumbing chase door to allow for cross ventilation in the attic area.
3. On hot days, install an air-circulating fan, facing the opening to increase ventilation.
4. Use the buddy system while in these areas. Let a workmate or supervisor know that you are accessing these areas.
5. The workmate shall contact the co-worker every 10 minutes via radio to check on his condition. If there is no response, the workmate shall immediately go to the area and check on his situation.
6. The workmate and/or supervisor assigned to monitor the co-worker (either officially or implied by being the only other employee on site) shall not leave the premises until they have verbal confirmation that the co-worker is no longer working in the overhead space.
7. When working alone, call standby personnel for assistance. If unavailable, ensure Sheriff Staff is notified to monitor your status in accordance with this procedure while in the attic spaces.
8. Use common sense and safe working habits while making repairs. If an unsafe condition is encountered, **leave area immediately** and inform a CME, FOS or SSM.

Reviewed by: _____
Employee Name

Date: _____