

DISCLAIMER: These Standard Operating Procedures (SOP's) are for the exclusive use of Navy Public Works Center (PWC) Norfolk. They are promulgated as guidance for their NAVFAC Commands. If intended to be used by other activities, they must be tailored to each activity's particular requirements and must be reviewed/approved by the activity's safety professionals prior to use.

Standard Operating Procedures
Confined Space Entry - Dry Wells

PPE Required:

Back brace (if in the back brace program)
Safety shoes
Hard hat
Leather gloves
Hearing protection
Safety goggles

Equipment Required:

Gas-free meter
Blower with extension hose
Explosion-proof lighting

References:

1. PWC Occupational Safety and Health Program Manual, PWCNORVAINST 5100.33E
2. PWC Occupational Safety and Health Standard Operating Procedures For Confined Space Entry Program, Safety Office SOP No. 001

Procedures:

1. Prior to entering the motor room, verify the ventilation system is operating. This can be accomplished from outside the station, by verifying the green indicator light is **on** and the red warning light is **not on**. If verification reveals the ventilation system is operating, gas-free procedures are not required. But, if the green light is **not on**, and/or the red light is **on**, the gas-free procedures must be followed prior to entering the station.

2. Unlock the door to the motor room.

NOTE: The gas-free part of this procedure may only be performed by a certified confined space person (CSP.)

3. Break plane of entry with gas-free meter only.

4. Test atmosphere until meter registers results.
5. Examine meter results and determine if the space is safe for entry.
6. If space is safe for entry, CSP enters space and looks for hazards associated with motor rooms.
7. If the space is determined to be unsafe for entry after initial testing, additional ventilation will be required. A blower exhaust fan may be used to provide the necessary air exchanges.
8. After additional ventilation is provided, CSP re-tests the space. Repeat steps 3 through 7 as necessary.
9. Once testing indicates the motor room is safe for entry, proceed with the following gas-free procedure for entry into the dry well.
10. Break plane of entry with gas-free meter only.
11. Test atmosphere until meter registers results.
6. Examine meter results and determine if the space is safe for entry.
7. If space is safe for entry, CSP enters space and looks for hazards associated with dry wells.
8. CSP briefs the Entry Supervisor and acquires signature on the permit.
9. CSP writes-up gas-free permit (yellow) or rejection ticket (pink).
10. Post this ticket immediately adjacent to the point of entry.
11. If a space is safe for entry, CSP then determines if continuous monitoring is necessary. If it is determined that continuous monitoring is not necessary. Cut off meter and conclude testing. If continuous monitoring is necessary, proceed with testing.
12. If a space is not determined to be safe for entry after initial testing, a pink rejection ticket will be posted and additional ventilation will be required. A blower exhaust fan may be used to provide the necessary air exchanges.
13. After additional ventilation is provided, re-test space. Repeat steps 3 through 11 as necessary.

14. Once testing indicates the space is safe for entry, performing work center will set-up personal harness retrieval unit and/or ladder as required by the CSP.

NOTE: The Entry Supervisor is responsible for ensuring all safety procedures are followed by the performing work center.

15. Performing work center will proceed with required work in the manhole.

16. After work in the manhole is complete, return jobsite to the normal state and discontinue monitoring, if applicable.

17. Remove personal harness retrieval unit and/or ladder.

18. Replace manhole cover.