Pre-incident emergency action plans should be developed to prepare first responders for safe practices associated with rescue from specific and generic confined spaces. For more information on NFPA® 350, Guide for Safe Confined Space Entry and Work, view the complete document at nfpa.org/350.

### DATE/STATION:

This Section to Be Completed with Assistance of Site Representative

<table>
<thead>
<tr>
<th>Space name and ID</th>
<th>Access to portal:</th>
<th>Internal configuration:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Space entry configuration:</td>
<td>Portal shape and size:</td>
<td></td>
</tr>
<tr>
<td>❑ Horizontal entry, length:</td>
<td>❑ Round</td>
<td>❑ Congested ❑ Clear</td>
</tr>
<tr>
<td>❑ Vertical entry, depth:</td>
<td>❑ Rectangle, H × W:</td>
<td></td>
</tr>
<tr>
<td>❑ Horizontal w/ vertical drop:</td>
<td>❑ Oval, H × W:</td>
<td></td>
</tr>
<tr>
<td>❑ Vertical w/ horizontal extension:</td>
<td>❑ Other</td>
<td></td>
</tr>
</tbody>
</table>

How will we be notified of an emergency?
- Phone
- Pager
- Radio
- Audible signal
- Intercom
- Other

Who notifies EMS?

Where will patients be transferred to EMS?

Can we pre-stage equipment?  ❑ Yes ❑ No  If Yes: What can we pre-stage and where?

Can we pre-stage manpower?  ❑ Yes ❑ No  If Yes: How many and where?

Response time for rest of team?

### Questions About Entry and Work Performed

- Is a space permit required?  ❑ Yes ❑ No  If Yes, why?
- Number of entrants working in space:
- Do they all speak English?  ❑ Yes ❑ No  If No, other language(s)?
- Interpreters present?  ❑ Yes ❑ No  If Yes, how many?
- How do workers get into the space?  ❑ Crawl in ❑ Rigid ladder ❑ Soft ladder ❑ Scaffolding ❑ Winch/rope system
- ❑ Other
- Is retrieval required?  ❑ Yes ❑ No  If No, why?
  - If No, will workers still wear harnesses?  ❑ Yes ❑ No
  - If Yes, what type of harness:  ❑ Cable/harness ❑ Rope/harness ❑ Other:
  - If Yes, mechanical retrieval used?  ❑ Yes ❑ No  If Yes, type:  ❑ Winch ❑ Rope/Pulley M/A ❑ Other:
- Are there any fall hazards inside the space?  ❑ Yes ❑ No
- If Yes, what will be used to protect entrants:
- Is respiratory protection required for entrants?  ❑ Yes ❑ No  If Yes, why?
  - Type:  ❑ Filter-type respirator ❑ Airpurifying respirator ❑ SCBA ❑ SAR ❑ Other:
- Chemical protective clothing required?  ❑ Yes ❑ No  If Yes, why?
  - Type:
- Can attendant see the entrant(s) from the portal?  ❑ Yes ❑ No
- Is any hot work being performed?  ❑ Yes ❑ No  If Yes, what type?
- Are any chemicals being brought into the space?  ❑ Yes ❑ No  If Yes, what type?
- How will the atmosphere be monitored? ❑ Once before entry ❑ Periodic: every ________ minutes ❑ Continuous
- Have all sources of dangerous energy been isolated?  ❑ Yes ❑ No  If No, why?
- Is ventilation in place?  ❑ Yes ❑ No  If No, ventilation equipment and power available?  ❑ Yes ❑ No
- How will the atmosphere be monitored?
- Are high-point anchor structures available?  ❑ Yes ❑ No  If Yes, what?
- Is a space diagram available (as builds, etc.)?  ❑ Yes ❑ No  If No, describe:
  - Permit located and reviewed
  - SDS located and reviewed
  - Energy isolation sheet located and reviewed

Based on Figure 10.6.5, NFPA 350.