Confined Space Entry Audit

Program Audit Checklist

Facility Name:	
Auditor:	
Date:	
Audit Period:	

Regulatory References

The following regulations and guidance documents are applicable to this program audit. Click any link to view the full text.

Regulation / Guidance Document
29 CFR 1910.146 — Permit-Required Confined Spaces
29 CFR 1910.146 Appendix A — Decision Flow Chart
29 CFR 1910.146 Appendix C — Example Permit Space Programs
29 CFR 1910.146 Appendix F — Rescue Team Evaluation Criteria
29 CFR 1926 Subpart AA — Confined Spaces in Construction
OSHA Confined Spaces Overview
OSHA Publication 3138 — Permit-Required Confined Spaces

Instructions: Review each audit item and record findings in the Status and Notes columns. Use C (Compliant), NC (Non-Compliant), NA (Not Applicable), or NR (Needs Review) for the status. Document specific findings, evidence reviewed, and any corrective actions needed in the Notes column.

Space Identification and Evaluation

Audit Item	Expected Finding	Status	Notes / Evidence
Workplace evaluation	The employer has conducted a comprehensive evaluation of the workplace to identify all confined spaces and determine which are permit-required per 1910.146(c)(1). Evaluation considers all three criteria: (1) large enough for bodily entry, (2) limited or restricted entry/exit, (3) not designed for continuous occupancy. Evaluation is documented and updated when workplace changes occur. » *Ref: 29 CFR 1910.146(c)(1)*		
Hazard classification	Each identified confined space has been evaluated for permit-required hazards: hazardous atmosphere (oxygen deficiency/enrichment, flammable gases, toxic substances), engulfment, converging walls/floors, and other recognized serious hazards. Spaces are classified as permit-required, non-permit, or reclassified non-permit with documentation supporting each determination. » *Ref: 29 CFR 1910.146(b) definitions*		

Audit Item	Expected Finding	Status	Notes / Evidence
Space inventory and signage	A complete inventory of all confined spaces is maintained with location, classification, and known hazards documented. Permit spaces are marked with danger signs reading 'DANGER — PERMIT-REQUIRED CONFINED SPACE, DO NOT ENTER' or equally effective warning per 1910.146(c)(2). Sign condition and legibility are maintained. » *Ref: 29 CFR 1910.146(c)(2)*		
Reclassification procedures	Any spaces reclassified from permit-required to non-permit status per 1910.146(c)(7) have documented evidence that all hazards have been permanently eliminated without entry. If entry is required to eliminate hazards, the space is entered under the full permit program. Reclassification documentation is maintained and reviewed if conditions change. » *Ref: 29 CFR 1910.146(c)(7)*		

Written Permit Space Program

Audit Item	Expected Finding	Status	Notes / Evidence
Program documentation	A written permit space program is established and maintained per 1910.146(d). The program documents the means, procedures, and practices for safe permit space entry including hazard identification, isolation procedures, atmospheric testing protocols, communication procedures, equipment requirements, and rescue provisions. The program is available for employee inspection per 1910.146(c)(4). » *Ref: 29 CFR 1910.146(d)*		
Entry prevention measures	If the employer decides employees will not enter permit spaces, effective measures prevent unauthorized entry per 1910.146(c)(3). Physical barriers, locks, and/or administrative controls are in place. Measures are verified through periodic inspections. » *Ref: 29 CFR 1910.146(c)(3)*		
Multi-employer coordination	When multiple employers have employees working in or near permit spaces, the host employer informs contractors about permit spaces, hazards, and entry program requirements per 1910.146(c)(8)-(9). Contractors inform the host employer of their entry program and any hazards they encounter or create. Coordination is documented. » *Ref: 29 CFR 1910.146(c)(8)–(9)*		
Program availability	The written program is made available for inspection by affected employees and their authorized representatives per 1910.146(c)(4). Employees know where to access the program. Current copies are maintained at locations where confined space entry occurs. » *Ref: 29 CFR 1910.146(c)(4)*		

Entry Permit System

Audit Item	Expected Finding	Status	Notes / Evidence
Permit content	Entry permits contain all required information per 1910.146(f): space identification, purpose of entry, date and authorized duration, authorized entrants, entry supervisors and attendants, hazards identified, isolation and control measures, acceptable entry conditions, test results, rescue and emergency services, communication procedures, additional permits (hot work), and equipment required. » *Ref: 29 CFR 1910.146(f)*		
Permit authorization and duration	Permits are signed by the entry supervisor before entry begins. Permits do not exceed the time required to complete the task. The entry supervisor verifies all conditions on the permit have been met before authorizing entry. Permit is canceled when entry operations are completed or when conditions change per 1910.146(e)(5). » *Ref: 29 CFR 1910.146(e)(5)*		
Canceled permit retention	Canceled permits are retained for at least one year per 1910.146(e)(6) to facilitate the annual program review. Permits include documentation of test results, any problems encountered, and the basis for terminating the permit. » *Ref: 29 CFR 1910.146(e)(6)*		

Atmospheric Testing and Monitoring

Audit Item	Expected Finding	Status	Notes / Evidence
Pre-entry testing	The atmosphere is tested before entry using calibrated direct-reading instruments per 1910.146(d)(5)(ii). Testing sequence follows the required order: (1) oxygen (19.5%–23.5% acceptable), (2) flammable gases and vapors (below 10% LEL), (3) toxic gases and vapors (below PELs). Testing is conducted at multiple levels within the space (top, middle, bottom) to account for stratification. » *Ref: 29 CFR 1910.146(d)(5)(ii), Appendix B*		
Continuous monitoring	Atmospheric conditions are monitored continuously or periodically during entry as necessary to ensure acceptable conditions are maintained per 1910.146(d)(5)(ii). Continuous monitoring is required when atmospheric hazards may develop during work activities (e.g., welding, painting, cleaning). Alarms on monitoring equipment are set at appropriate action levels. » *Ref: 29 CFR 1910.146(d)(5)(ii)*		
Instrument calibration and maintenance	Atmospheric testing instruments are calibrated according to manufacturer specifications and before each use per the manufacturer's instructions. Calibration records are maintained. Bump testing is performed before each day of use. Instruments are maintained in good working condition with current sensor replacements and battery checks. » *Ref: 29 CFR 1910.146 Appendix B*		
Test result documentation	All atmospheric test results are recorded on the entry permit with time, location within the space,		

Audit Item	Expected Finding	Status	Notes / Evidence
	readings obtained, and tester name. Unacceptable readings trigger entry prohibition until the space is ventilated and retested to acceptable levels. Historical test data is available for the annual program review. » Ref: 29 CFR 1910.146(f)(8)		

Entry Roles and Training

Audit Item	Expected Finding	Status	Notes / Evidence
Entry supervisor duties	Entry supervisors are trained and authorized to oversee permit space entries per 1910.146(j). Supervisors know the hazards, verify permit conditions, authorize entry, terminate entry when conditions change, and ensure rescue services are available. Training covers all duties specified in 1910.146(j). » Ref: 29 CFR 1910.146(j)		
Authorized entrant duties	Authorized entrants are trained on hazards they may face, recognition of symptoms, proper equipment use, communication with attendants, and when to evacuate per 1910.146(h). Entrants know to alert the attendant of any warning signs and to exit immediately when ordered or when they recognize dangerous conditions. » Ref: 29 CFR 1910.146(h)		
Attendant duties	Attendants are trained on their duties per 1910.146(i): monitoring entrants, maintaining accurate count, remaining outside the space, communicating with entrants, monitoring conditions, ordering evacuation when necessary, summoning rescue services, and performing non-entry rescue when possible. Attendants do not enter the space for rescue. Attendants monitor no more permit spaces than they can effectively manage. » Ref: 29 CFR 1910.146(i)		
Training documentation	All training is documented with employee name, trainer signatures, and training dates per 1910.146(g)(4). Training is provided before initial assignment, before duties change, when hazards change, when program deficiencies are identified, and whenever deviations occur. Training establishes proficiency in required duties. » Ref: 29 CFR 1910.146(g)		

Rescue and Emergency Services

Audit Item	Expected Finding	Status	Notes / Evidence
Rescue provisions	The employer has arranged for rescue and emergency services per 1910.146(d)(9) and 1910.146(k). Either an on-site rescue team is trained and equipped, or an off-site rescue service has been evaluated for capability and response time. Response time is adequate to protect entrants from identified hazards. Rescue		

Audit Item	Expected Finding	Status	Notes / Evidence
	service has been informed of the hazards they may encounter. » Ref: 29 CFR 1910.146(d)(9), (k)		
Rescue equipment	Retrieval systems are used whenever entry is made per 1910.146(k)(3) unless they would increase the overall risk or would not contribute to rescue. Retrieval lines are attached to entrants and to a mechanical device or fixed point outside the space. Full-body harnesses are used with retrieval lines attached at the center of the back near shoulder level or above the head. Tripods or other retrieval devices are available. » Ref: 29 CFR 1910.146(k)(3)		
Rescue team evaluation	If using an off-site rescue service, the employer has evaluated the service per Appendix F criteria including: response time, capability to function in the specific permit spaces, availability, rescue team member training and practice frequency, and number of team members. Written agreement or MOU is in place documenting the arrangement. » Ref: 29 CFR 1910.146 Appendix F		
Practice rescues	On-site rescue teams practice making permit space rescues at least once every 12 months using simulated conditions per 1910.146(k)(2)(iv). Practice includes use of actual rescue equipment and involves removal of dummies or actual persons from representative permit spaces. Practice rescue documentation is maintained. » Ref: 29 CFR 1910.146(k)(2)(iv)		

Program Review and Improvement

Audit Item	Expected Finding	Status	Notes / Evidence
Annual program review	The permit space program is reviewed using canceled permits retained under 1910.146(e)(6) within one year after each entry per 1910.146(d)(14). Review evaluates whether current procedures adequately protect employees. If no entry was performed during a 12-month period, no review is necessary. Review findings are documented. » Ref: 29 CFR 1910.146(d)(14)		
Deficiency correction	Deficiencies identified during the annual review, near-miss events, or actual incidents are addressed through program revisions. Revised procedures are communicated to all affected employees. Additional training is provided when program changes affect employee duties. » Ref: 29 CFR 1910.146(d)(14) [best practice]		
Equipment inspection	All confined space entry equipment is inspected regularly and maintained per manufacturer specifications. This includes atmospheric monitors, ventilation equipment, communication devices, PPE, retrieval systems, and lighting. Defective equipment is removed from service and replaced before entry. » Ref: 29 CFR 1910.146(d)(4) [best practice]		

Corrective Actions Summary

#	Finding	Corrective Action	Responsible	Due Date
1				
2				
3				
4				
5				

Audit Sign-Off

Auditor Name:

Auditor Signature:

Date Completed:

Reviewed By:

Review Date:

Status Key: C = Compliant | NC = Non-Compliant | NA = Not Applicable | NR = Needs Review