



POLICY & PROCEDURE

ELKHART LAKE POLICE DEPARTMENT

SUBJECT: **CONFINED SPACE**

SCOPE: All Department Personnel
DISTRIBUTION: Policy & Procedure Manual

REFERENCE: WI Administrative Code SPS 332.28 & 29;
OSHA 29 CFR 1910.146

NUMBER: 15.03
ISSUED: 06/01/2015
EFFECTIVE: 07/15/2015
 RESCINDS
 AMENDS
WILEAG 4TH EDITION
STANDARDS: N/A

INDEX AS: Confined Space
Permit-Required Confined Space

PURPOSE: The purpose of this Policy & Procedure is to assist members of the Elkhart Lake Police Department in maintaining officer safety when engaged in and around permit-required confined spaces (PRCS) and confined spaces as defined in OSHA 29 CFR 1910.146 and adopted by Wisconsin Administrative Code SPS 332.28 and 29.

This Policy & Procedure consists of the following numbered sections:

- I. DEFINITIONS
- II. EXAMPLES
- III. APPLICATION
- IV. PROHIBITED ENTRY
- V. PROCEDURE WHEN ENCOUNTERING CONFINED SPACES

I. DEFINITIONS

A. CONFINED SPACE: means a space that:

1. Is large enough and so configured that an employee can bodily enter and

- perform assigned work; and
- 2. Has limited or restricted means for entry or exit (for example, tanks, vessels, silos, storage bins, hoppers, vaults, and pits are spaces that may have limited means of entry.); and
- 3. Is not designed for continuous employee occupancy.

B. PERMIT-REQUIRED CONFINED SPACE: means a confined space that has one or more of the following characteristics:

- 1. Contains or has a potential to contain a hazardous atmosphere;
- 2. Contains a material that has the potential for engulfing an entrant;
- 3. Has an internal configuration such that an entrant could be trapped or asphyxiated by inwardly converging walls or by a floor which slopes downward and tapers to a smaller cross-section; or
- 4. Contains any other recognized serious safety or health hazard.

II. EXAMPLES OF CONFINED SPACES: Spaces that usually meet this definition may include but are not limited to: tanks, pits, culverts, manholes, sewers, catch basins, silos, wells, earthen excavations, lift stations, etc.

III. APPLICATION

A. Officers may encounter confined spaces when:

- 1. They are first on-scene to an emergency call to an industrial space or may be dispatched to an incident involving an employee in a manhole, pit, other PRCS or confined space.
- 2. Conducting a search for evidence or pursuing suspects to evade law enforcement.
- 3. Performing animal rescue/recovery.

B. Officers must take precautions so as not to enter a PRCS or other confined space under these or any other similar circumstances.

IV. PROHIBITED ENTRY

A. Officer entry into a PRCS or other confined space is strictly prohibited due to the hazards presented in such spaces. Officers can quickly be overcome in seconds by odorless, tasteless, colorless, toxic and/or flammable atmospheres with little or no warning. This can occur quickly so as to make self-rescue impossible.

Other hazards can include but are not limited to engulfment, entrapment, configuration, chemical, and mechanical/electrical. Unauthorized entry may result in serious injury and/or death.

- B. "Entry" into the space is defined as the action by which a person passes through an opening into a permit-required confined space or other confined space. Entry includes ensuing work activities in that space and is considered to have occurred as soon as any part of the entrant's body breaks the plane of an opening into the space.

V. PROCEDURE WHEN ENCOUNTERING CONFINED SPACES

- A. Officers involved in pursuits or other actions involving a PRCS shall follow the below procedure:
 - 1. Any officer who encounters a potentially hazardous confined space situation will not enter the space and will notify a supervisor of the situation.
 - 2. Responsibility for the situation will then be transferred to the ranking supervisor at the scene.
 - 3. The supervisor will make the decision regarding notifying other agencies or Village departments.
 - 4. If a confined space is potentially hazardous, the supervisor will notify the Fire Department having jurisdiction. The supervisor may also call in the K-9 unit if available for on-scene assistance once space is clear.
 - 5. The fire department will be responsible for evaluating the confined space regarding potential hazards and will then:
 - a) Advise the supervisor if officers can safely enter the area or if the area is unsafe to enter, or;
 - b) Take over responsibility for any rescue operation in the confined space.
- B. Generally officers will be in charge of crowd control, scene security, and conducting a preliminary investigation of the situation.
- C. Should circumstances dictate, the supervisor or officer (if not supervisor is available) should request an Investigator who is trained in industrial investigations.
- D. In all cases, a written report will be required to document the incident.

Michael Meeusen
Chief of Police

This Policy & Procedure cancels and supersedes any and all written directives relative to the subject matter contained herein.

Initial 06/01/2015