

CONFINED SPACES

Facilitator Guide



Timings	Facilitator Notes	Resources
1 hour	DISCUSS Discuss learning outcomes and assessment criteria ASK Ask participants what they believe a confined space is by definition. Ask if a ceiling space is a confined space etc.	Slide 1 Slide 2
	DISCUSS <i>Refer Confined Spaces COP 2011 - 1.1 What is a confined space</i> <i>Refer WHS Reg 2011 – Sch 19 Dictionary (Confined Space)</i> Discuss the definition of a confined space, referring to the COP and WHS Regulations. DISCUSS <i>Refer Confined Spaces COP - s4.1 How to determine whether a space is a confined space & Appendix A</i> Discuss Appendix A of COP as it will help participants identify a potential confined space.	Slide 3
	DISCUSS <i>Refer Confined Spaces COP – s1.1 what is not a confined space for the purposes of the WHS Regulation</i> Discuss what is not a confined space Highlight to participants that it can sometimes be the activity undertaken within the space that will determine whether the space becomes a confined space by definition. ASK Ask participants if a hotel cellar is a confined space. After gathering information, explain to participants that a hotel cellar is designed primarily as a workplace, and hence, is not a confined space by definition, however, has specific hazards associated with it.	Slide 4 Slide 5
	DISCUSS <i>Refer Confined Spaces COP – s1.2 Who has health and safety duties in relation to a confined space?</i> Discuss who has duties in relation to a confined space: • PCBU • Designers, manufacturers and suppliers of plant and structures	Slide 6

	• Officers • Workers	
	DISCUSS <i>Refer Confined Spaces COP – s1.3 What is required in managing risks?</i> Discuss what is required in managing risks, including: • Consulting your workers • Consulting, co-operating and coordinating activities with other duty holders	Slide 7
	DISCUSS <i>Refer Confined Spaces COP – s1.4 how to determine whether a space is a confined space</i> Discuss how to determine whether a space is a confined space and refer to Appendix A of the COP.	Slide 8
	DISCUSS <i>Refer Confined Spaces COP – s2 Roles of designers, manufacturers and suppliers</i> Discuss the roles of designers, manufacturers and suppliers including: • s2.1 Eliminating or minimizing the need to enter a confined space • s2.2 Entry and exit	Slide 9
	DISCUSS <i>Refer Confined Spaces COP – s3 How to identify hazards</i> Discuss how to identify confined spaces hazards including what hazards are associated with a confined space, specifically: <i>s3.1 What hazards are associated with a confined space?</i> • Restricted entry or exit • Harmful airborne contaminants • Unsafe oxygen level • Fire and explosion • Engulfment	Slide 10 Slide 11 Slide 12
	DISCUSS <i>Refer Confined Spaces COP – s3.2 Other Hazards</i> Discuss other hazards including: • Uncontrolled introduction of substances • Biological hazards • Mechanical hazards • Electrical hazards	Slide 13

	• Skin contact with hazardous substances • Noise • Manual tasks • Radiation • Environmental hazards • Hazards outside the confined space • Additional physiological and psychological demands	
	DISCUSS <i>Refer Confined Spaces COP – s4 How to assess the risks</i> Discuss how to assess the risks, including: • atmospheric testing and monitoring • generic risk assessment	Slide 14 Slide 15
	DISCUSS <i>Refer Confined Spaces COP – s5 How to control the risks</i> Discuss how to control confined spaces risks: • The hierarchy of risk control • Eliminate the need to enter a confined space • Minimise the risks • Entry permits (<i>Refer Confined Spaces COP – Appendix B for example entry permit</i>) • Isolation • Atmosphere • Communication and safety monitoring • Entry and exit procedures • Signs and barricades • Information, instruction and training • Maintenance of control measures	Slide 16 Slide 17 Slide 18 Slide 19 Slide 20 Slide 21 Slide 22 Slide 23 Slide 24 Slide 25 Slide 26 Slide 27
	DISCUSS <i>Refer Confined Spaces COP – s6 Emergency Procedures</i> Discuss emergency procedures	Slide 28
	DISCUSS <i>Refer Confined Spaces COP – s7 How to review control measures</i> Discuss how to review control measures	Slide 29

Version	Date	Author
1	30/06/2018	WHSQ