



Open Range
S O F T W A R E

CTS User Manual

IH – Confined Space Program

Last Edited: 24 April 2023

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Introduction

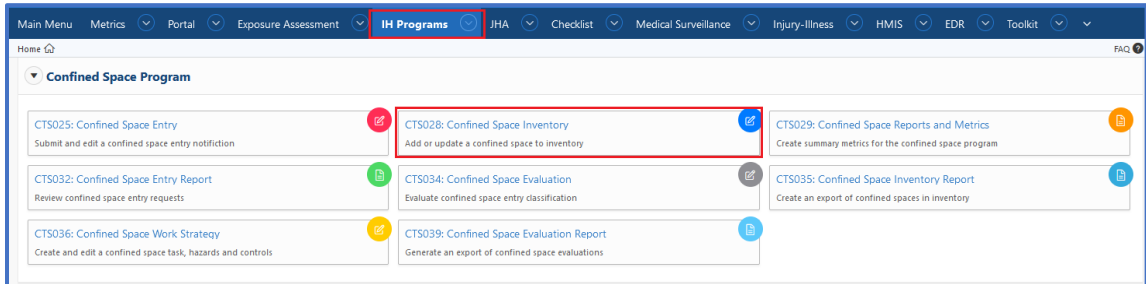
The **CTS Industrial Hygiene (IH) Confined Space Program** provides a user-friendly system to maintain details surrounding confined space areas. Using this software correctly can help ensure fast, easy, and secure access to confined space records.

With **IH Confined Space Program**, your organization will be able to save time and money by reducing confined space discrepancies. This program is designed to inventory and track confined space data as part of your exposure monitoring program.

Chapter 1 – CTS028: Confined Space Inventory

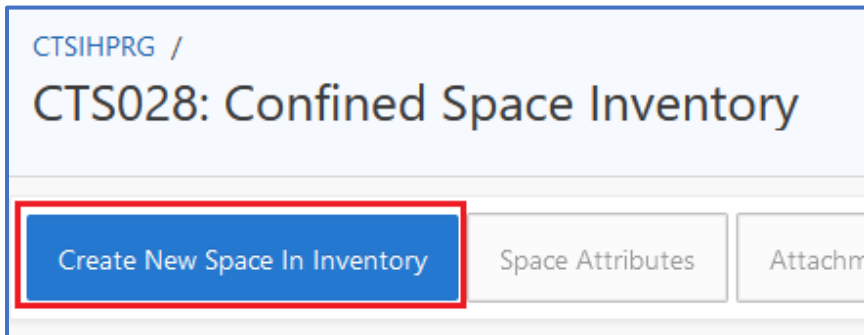
This feature is used to add or update confined space inventory.

In **IH Programs**, under *Confined Space Program* submenu, click **CTS028: Confined Space Inventory** button.

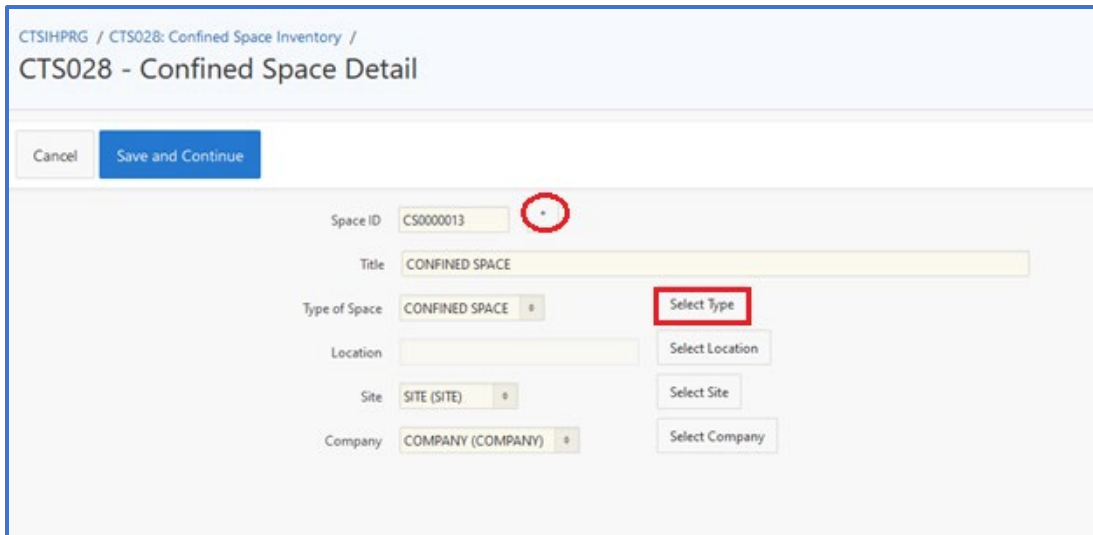


Create New Space In Inventory

Click **Create New Space In Inventory** button.



Click * (asterisk) button to button next to the *Space ID* field.
Click **Select Type** button.



Click blue **Select** text to choose a type.

A screenshot of a web application interface showing a table with 9 rows. The table has a column header 'Confined Space Type'. The rows contain the following values: BOILER, CHAMBER AREA, DRAIN LINE, MANHOLE SPACE, PIT, ROOM AREA, SEWER, TANK, and TUNNEL. In the first column of each row, there is a blue 'Select' button. A red rectangular box highlights these 'Select' buttons.

	Confined Space Type
Select	BOILER
Select	CHAMBER AREA
Select	DRAIN LINE
Select	MANHOLE SPACE
Select	PIT
Select	ROOM AREA
Select	SEWER
Select	TANK
Select	TUNNEL

Click **Select Location** button.

A screenshot of a web application interface showing a 'Confined Space Detail' form. The form has several fields: Space ID (CS0000013), Title (CONFINED SPACE), Type of Space (CONFINED SPACE), Site (SITE (SITE)), and Company (COMPANY (COMPANY)). There are also buttons for 'Select Type', 'Select Location', 'Select Site', and 'Select Company'. The 'Select Location' button is highlighted with a red rectangular box.

Click the blue **Select** text to select a location.

A screenshot of a web application interface showing a table with 5 rows. The table has a column header 'Site'. The rows contain the following values: NNSS, SITE, SITE2, SITE3, and SITE4. In the first column of each row, there is a blue 'Select' button. A red rectangular box highlights these 'Select' buttons.

	Site
Select	NNSS
Select	SITE
Select	SITE2
Select	SITE3
Select	SITE4

Use pulldown menus to select *Site* and *Company* options.
Click **Save and Continue** button.

CTSIPRPG / CTS028: Confined Space Inventory /
CTS028 - Confined Space Detail

Cancel Save and Continue

Space ID CS0000013

Title CONFINED SPACE

Type of Space CONFINED SPACE

Location

Site SITE (SITE)

Company COMPANY (COMPANY)

Select Type
Select Location
Select Site
Select Company

Edit Existing Space

Click radio button to select a space.
Click edit pencil in **Edit Keys** column.

CTSIPRPG /
CTS028: Confined Space Inventory

Create New Space In Inventory Space Attributes Attachments Hazard List Notes Edit Keys Show Checked on Entry List Hide Checked Delete Checked

Add/Edit Base Filters Base Filters: (none)

Go Rows: 100 Actions

1 - 8 of 8

	Edit Keys	ID	Space Attributes	Status	Show on Entry List	# Attachments	Location	Loc-2	Loc-3	Title	Type of Space	Posting Classification	Permit Required	Last Review		
<input type="radio"/>	<input type="checkbox"/>		CS0000002		ACTIVE SPACE	Yes	1	AREA 1	-	-	CONFINED SPACE	CHAMBER AREA	PERMIT REQUIRED CONFINED SPACE	Yes	01-FEB-2023	MA
<input type="radio"/>	<input type="checkbox"/>		CS0000007		ACTIVE SPACE	Yes	0	AREA 3	BUILDING 3	-	CONFINED SPACE	DRAIN LINE		-		
<input checked="" type="radio"/>	<input type="checkbox"/>		CS0000008		ACTIVE SPACE	Yes	1	BUILDING 1	BUILDING 2	BUILDING 3	CONFINED SPACE	PIT	ENCLOSED SPACE		07-FEB-2023	MA

Edit details. Click **Save and Continue** button.

CTSIHPRG / CTS028: Confined Space Inventory /
CTS028 - Confined Space Detail

Cancel Save and Continue

Space ID CS0000008

Title CONFINED SPACE

Type of Space PIT

Location BUILDING 1

BUILDING 2

BUILDING 3

Site SITE (SITE)

Company COMPANY (COMPANY)

Space Attributes

Click an edit pencil in the **Space Attributes** column.

	<input type="checkbox"/>	Edit Keys	ID	Space Attributes	Status
<					
<input type="radio"/>	<input type="checkbox"/>		CS0000002		ACTIVE SPACE
<input type="radio"/>	<input type="checkbox"/>		CS0000007		ACTIVE SPACE
<input checked="" type="radio"/>	<input type="checkbox"/>		CS0000008		ACTIVE SPACE

Using the select buttons populate each field on the screen. Also, enter text and select dates.

Click the **Save and Continue** button.

CTSIHPRG / CTS028: Confined Space Inventory /
Confined Space Attributes

Save and Continue

Confined Space Status	ACTIVE SPACE	Select Status
Posting Classification	ENCLOSED SPACE	Select Posting Classification
Organization ID	MEDICAL MEDICAL	Select Org ID
Widest Width	> 5 FT. AND < 10 FT.	Select Widest Width
Tallest Height	> 5 FT. AND < 10 FT.	Select Tallest Height
Longest Length	> 5 FT. AND < 10 FT.	Select Longest Length
Shape	PENTAGONAL	Select Shape
Largest Entrance	GREATER THAN 24 INCHES	Select Largest Entrance
Ground Position	HALF ABOVE/HALF BELOW	Select Ground Position
Location Description	BASEMENT 8 of 4000	
Current and Past Known Uses	TEST SITE 9 of 4000	
# Entrances	5	
# Signs	5	
Last Review Date	02/07/2023 (mm/dd/yyyy)	
Next Review Date	03/09/2023	

Attachments

Click a radio button to select a space.

Click the **Attachments** button to attach/upload any pertinent files connected to the space evaluation.

CTSIHPRG / CTS028: Confined Space Inventory

Create New Space In Inventory | Space Attributes | **Attachments** | Hazard List | Notes | Edit Keys

Add/Edit Base Filters | Base Filters: (none)

Search: [] Go | Rows: 100 | Actions: []

1 - 8 of 8

	<input type="checkbox"/>	Edit Keys	ID	Space Attributes	Status	Show on Entry List	# Attachments	Location	Loc-2	
	<input type="checkbox"/>		CS0000002		ACTIVE SPACE	Yes	1	AREA 1	-	-
	<input type="checkbox"/>		CS0000007		ACTIVE SPACE	Yes	0	AREA 3	BUILDING 3	-
	<input checked="" type="checkbox"/>		CS0000008		ACTIVE SPACE	Yes	1	BUILDING 1	BUILDING 2	BL 3

Click **Add Attachment** button.

CTSIHPRG / CTS028: Confined Space Inventory / CTS028 Attachment (shared list with CTS034)

< Return To Confined Space Inventory | Space Attributes | Attachments | Hazard List | Notes

ID	Title
CS0000008	CONFINED SPACE

Add Attachment | Edit Description | Click to create checked files zip and download | Delete Checked

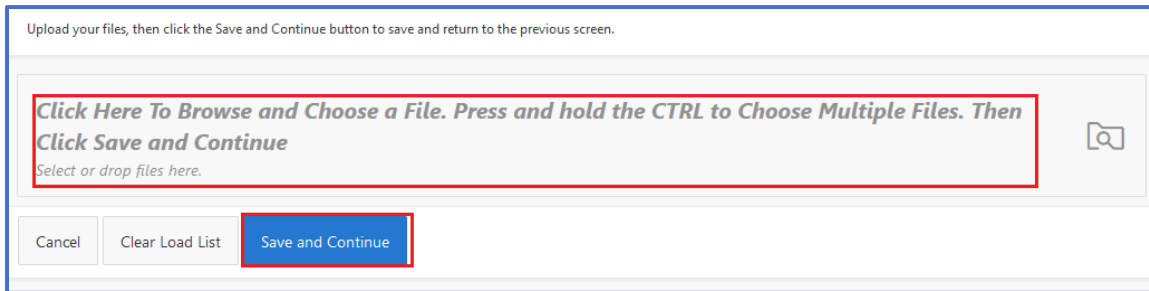
Search: [] Go | Rows: 100 | Actions: []

1 - 1 of 1

	<input type="checkbox"/>		Edit Description	Description	Filename when uploaded	Attached By	Date Attached
	<input type="checkbox"/>	Download		890c137fd53719382acc1cbd26f3ba99 (4).jpg	890c137fd53719382acc1cbd26f3ba99 (4).jpg	CTSOWNER	01-MAR-2023

1 - 1 of 1

Upload file(s). Click **Save and Continue** button.



Click the *CTS028: Confined Space Inventory* / breadcrumb to return to inventory grid.

Print Space Inventory Report

Click any **ID** hotlink to view report.

CTSIHPRG /
CTS028: Confined Space Inventory

Create New Space In Inventory | Space Attributes | Attachments | Hazard List | Notes | Edit Keys | Show Checked on Entry List | Hide Checked | Delete Checked

Add/Edit Base Filters | Base Filters: (none)

Go Rows 100 Actions

1 - 8 of 8

<input type="checkbox"/>	Edit Keys	ID	Space Attributes	Status	Show on Entry List	# Attachments	Location	Loc-2	Loc-3	Title	Type of Space	Posting Classification	Permit Rec
<input type="radio"/>	<input type="checkbox"/>	CS0000002		ACTIVE SPACE	Yes	1	AREA 1	-	-	CONFINED SPACE	CHAMBER AREA	PERMIT REQUIRED CONFINED SPACE	Yes
<input type="radio"/>	<input type="checkbox"/>	CS0000007		ACTIVE SPACE	Yes	0	AREA 3	BUILDING 3	-	CONFINED SPACE	DRAIN LINE		
<input checked="" type="radio"/>	<input checked="" type="checkbox"/>	CS0000008		ACTIVE SPACE	Yes	1	BUILDING 1	BUILDING 2	BUILDING 3	CONFINED SPACE	PIT	ENCLOSED SPACE	
<input type="radio"/>	<input type="checkbox"/>	CS0000010		ACTIVE SPACE	Yes	1	AREA 1	BUILDING 1	ROOM 1	CONFINED SPACE	DRAIN LINE	ENCLOSED SPACE	
<input type="radio"/>	<input type="checkbox"/>	CS0000011		ACTIVE SPACE	Yes	0	AREA 1	BUILDING 1	ROOM 4	CONFINED SPACE	CONFINED SPACE		
<input type="radio"/>	<input type="checkbox"/>	CS0000012		ACTIVE SPACE	Yes	1	AREA 3	BUILDING 3	ROOM 3	CONFINED SPACE	TUNNEL	ENCLOSED SPACE	
<input type="radio"/>	<input type="checkbox"/>	CS0000013		ACTIVE SPACE	Yes	0	AREA 1	BUILDING 1	ROOM 5	CONFINED SPACE	ROOM AREA		
<input type="radio"/>	<input type="checkbox"/>	SPACEID		ACTIVE SPACE		0	AREA 1	BUILDING 1	ROOM 1	CONFINED SPACE	BOILER		

COMPANY SITE TLine1 for RPTNM102866 TLine2 for RPTNM102866 TLine3 for RPTNM102866					Classify for RPTNM102866				
Confined space inventory detail									
Space ID	CS0000008 CONFINED SPACE								
Primary Location	BUILDING 1 BUILDING 2 BUILDING 3								
Organization ID	MEDICAL MEDICAL								
Characteristics									
Location Description BASEMENT									
Current and Past Known Uses TEST SITE									
Posting Classification:	ENCLOSED SPACE								
Status:	ACTIVE SPACE								
Type of Space:	PIT								
Shape:	PENTAGONAL								
Ground Position:	HALF ABOVE/HALF BELOW								
Widest Width:	> 5 FT. AND < 10 FT.								
Longest Length:	> 5 FT. AND < 10 FT.								
Tallest Height:	> 5 FT. AND < 10 FT.								
Largest Size Entrances:	GREATER THAN 24 INCHES								
Number of Entrances:	5								
Number of Signs:	5								
Last Review Date:	07-FEB-2023								
Work strategies and classification									
ID	Entry classification	Work Description	Description of potential hazards	Description of hazard control methods					
0000012		DUPLICATE	ENVIRONMENTAL	NONE					
0000009		BASELINE POSTING REVIEW							
Entry requests and information									
ID	Start Date	Start Time	End Date	End Time	Status	Contact	Badge	Org ID	Org Description
CSP20230008	08-MAR-2023	0500	10-MAR-2023	1600	APPROVED FOR USE	BROWN	10005	ADMIN	ADMIN
CSP20230007	08-MAR-2023	0200	10-MAR-2023	1600	ENTRY COMPLETE	SYSTEM	ITBADGE	IHSL1	IHSL1
Potential Hazards									
Hazards Associated To Space That Should Be Considered For Each Entry								RECID	CAS #
BERYLLIUM								BEO	1304-56-9
(DIISOPROPYLAMINO)ETHANOL								116	96-80-0
Attachment Data									
		Description of attachment				Filename when Uploaded			
Download	View	890c137fd53719382acc1cbd26f3ba99 (4).jpg				890c137fd53719382acc1cbd26f3ba99 (4).jpg			

Close browser tab when finished viewing report.

Delete Space From Inventory

Click checkbox to select a space.

Click **Delete Checked** button.

CTSIHPRG /
CTS028: Confined Space Inventory

Create New Space In Inventory Space Attributes Attachments Hazard List Notes Edit Keys Show Checked on Entry List Hide Checked **Delete Checked**

Add/Edit Base Filters Base Filters: (none)

Go Rows 100 Actions

1 - 8 of 8

	<input type="checkbox"/>	Edit Keys	ID	Space Attributes	Status	Show on Entry List	# Attachments	Location	Loc-2	Loc-3	Title	Type of Space	Posting Classification	Permit Rec
	<input type="checkbox"/>		CS0000002		ACTIVE SPACE	Yes	1	AREA 1	-	-	CONFINED SPACE	CHAMBER AREA	PERMIT REQUIRED CONFINED SPACE	Yes
	<input type="checkbox"/>		CS0000007		ACTIVE SPACE	Yes	0	AREA 3	BUILDING 3	-	CONFINED SPACE	DRAIN LINE		
	<input checked="" type="checkbox"/>		CS0000008		ACTIVE SPACE	Yes	1	BUILDING 1	BUILDING 2	BUILDING 3	CONFINED SPACE	PIT	ENCLOSED SPACE	
	<input type="checkbox"/>		CS0000010		ACTIVE SPACE	Yes	1	AREA 1	BUILDING 1	ROOM 1	CONFINED SPACE	DRAIN LINE	ENCLOSED SPACE	
	<input type="checkbox"/>		CS0000011		ACTIVE SPACE	Yes	0	AREA 1	BUILDING 1	ROOM 4	CONFINED SPACE	CONFINED SPACE		
	<input type="checkbox"/>		CS0000012		ACTIVE SPACE	Yes	1	AREA 3	BUILDING 3	ROOM 3	CONFINED SPACE	TUNNEL	ENCLOSED SPACE	
	<input type="checkbox"/>		CS0000013		ACTIVE SPACE	Yes	0	AREA 1	BUILDING 1	ROOM 5	CONFINED SPACE	ROOM AREA		
	<input type="checkbox"/>		SPACEID		ACTIVE SPACE		0	AREA 1	BUILDING 1	ROOM 1	CONFINED SPACE	BOILER		

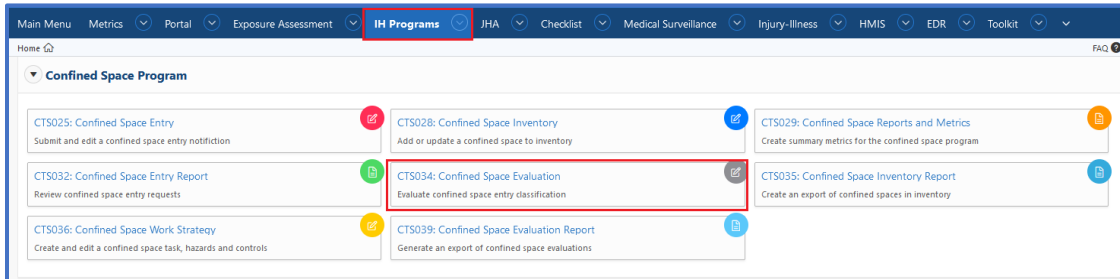
Click **OK** in alert box to confirm.

Click *CTSIHPRG* / breadcrumb to return to the **IH Programs** Menu.

Chapter 2 – CTS034: Confined Space Evaluation

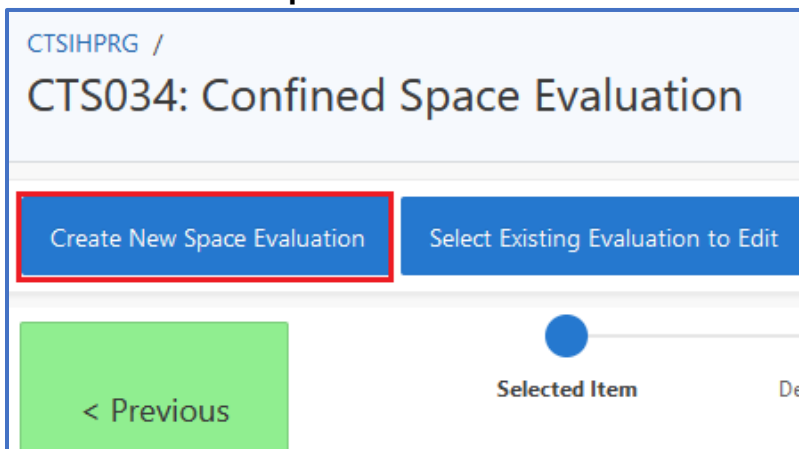
This feature allows a user to evaluate confined space entry classification.

From **IH Programs** menu, under *Confined Space Program* submenu, click **CTS034: Confined Space Evaluation** button.



Create New Space Evaluation

Click **Create New Space Evaluation** button.



Click **Select Space** button.

CTSIHPRG / CTS034: Confined Space Evaluation /

CTS034 - Confined Space Evaluation Detail

Cancel Save and Continue

Space **Select Space**

Evaluation Type

Work Strategy **Select Work Strategy**

Evaluator SYSTEM, INITIAL (ITBADGE) **Select Person**

Evaluation Date 04/23/2023 (mm/dd/yyyy)

Click any **Space ID** hotlink to view report.

< Return Without Selection

How many:

Go Rows: 100 Actions

1 - 7 of 7

	Space ID	Title	Location T-1	Sec-2	Sec-3	Type of Space	Shape
Select	SPAC00	CONFINED SPACE	AREA 1	BUILDING 1	ROOM 1	BOILER	-
Select	CS000010	CONFINED SPACE	AREA 1	BUILDING 1	ROOM 1	DRAIN LINE	SPHERICAL
Select	CS000011	CONFINED SPACE	AREA 1	BUILDING 1	ROOM 4	CONFINED SPACE	-
Select	CS000013	CONFINED SPACE	AREA 1	BUILDING 1	ROOM 5	ROOM AREA	-
Select	CS000017	CONFINED SPACE	AREA 3	BUILDING 3	-	DRAIN LINE	-
Select	CS000012	CONFINED SPACE	AREA 3	BUILDING 3	ROOM 3	TUNNEL	SPHERICAL
Select	CS000038	CONFINED SPACE	BUILDING 1	BUILDING 2	BUILDING 3	PIT	PENTAGONAL

Evaluation ID **0000004**

Space Evaluated **CS0000010**
CONFINED SPACE

Location **AREA 1 BUILDING 1 ROOM 1**

Company **COMP4**

Site **SITE4**

Evaluation Date **06-MAR-2023**

Evaluation Status **IN-PROCESS**

Person performing evaluation **FARMER R (999)**

Work Strategy **BASELINE POSTING REVIEW**

Work Classification **ENCLOSED SPACE**

Work Scope and Classification

Description of Work
BASELINE POSTING REVIEW

Description of Potential Hazards
XXX

Description of Hazard Controls
GENERAL USE

Space Characteristics

Location Description
LAB

Current and Past Known Uses
UPDATES

Posting Classification: **ENCLOSED SPACE**

Status: **ACTIVE SPACE**

Shape: **SPHERICAL**

Ground Position: **ABOVE GROUND**

Widest Width: **> 50 FEET**

Longest Length: **> 50 FEET**

Tallest Height: **> 50 FEET**

Largest Size Entrances: **GREATER THAN 24 INCHES**

Number of Entrances: **25**

Number of Signs: **25**

Last Review Date: **06-MAR-2023**

List of Hazards Present In Space To Consider for Any Entry

Hazard To Consider For Any Entry	RECID	CAS #
1,1,1,2-TETRACHLOROETHANE	125	630-20-6

Additional Questions

Y/N	Questions
No	Does the space contain, or have the potential to contain, a hazardous atmosphere?
No	Does the space contain a material with the potential for engulfment of a worker?
No	Does the space have an internal configuration such that a worker could be trapped or suffocated by inwardly converging walls, floor or ceiling?
No	Does the space contain other recognized serious safety or health hazards?
No	Do any of the above hazards require isolation prior to entry?

Notes or Comments

[Notes or Comments](#)

TEST

Close Report browser tab when finished viewing.

Click blue **Select** text to select a *Space ID*.

< Return Without Selection

Q Go Rows 100

1 - 2 of 2

	Evaluation Date	Evaluation ID	Evaluation Type
Select	06-MAR-2023	0000004	BASELINE POSTI
Select	31-MAR-2022	0000002	BASELINE POSTI

1 - 2 of 2


Use pull-down menu to select *Evaluation Type*.


CTSIHPRG / CTS034: Confined Space Evaluation /


CTS034 - Confined Space Evaluation Detail


Cancel Save and Continue

Space Select Space

Evaluation Type 

Work Strategy 
BASELINE POSTING
WORK-ENTRY CLASSIFICATION

Evaluator 

Evaluation Date  (mm/dd/yyyy)

Select Work Strategy

Select Person


Click **Select Work Strategy** button.


CTSIHPRG / CTS034: Confined Space Evaluation /


CTS034 - Confined Space Evaluation Detail


Cancel Save and Continue

Space Select Space

Evaluation Type 

Work Strategy 

Evaluator 

Evaluation Date  (mm/dd/yyyy)



Select Work Strategy

Select Person


Click any **Work Strategy ID** hotlink to view report.

< Return Without Selection

New Item

Q Go Rows 100  Actions 

1 - 3 of 3

	Work Strategy ID 	Work Strategy	Space ID	Location	Loc-2	Loc-3
Select	0000011	DAILY	CS0000010	AREA 1	BUILDING 1	ROOM 1
Select	0000010	DAILY	CS0000010	AREA 1	BUILDING 1	ROOM 1
Select	0000005	BASELINE POSTING REVIEW	CS0000010	AREA 1	BUILDING 1	ROOM 1

1 - 3 of 3

Confined Space Work Strategy Report

Confined Space ID **CS0000010**
CONFINED SPACE

Work strategy title **DAILY**
 Entry classification for work

Description of Work

GROUND

Description of Potential Hazards

NONE

Description of Hazard Controls

NONE

Hazard Categories

Hazard Category	Anticipated	Hazard List	Control Method	Isolation Method	Hazard Anticipated - Other	Control Method - Other	Isolation Method - Other
Atmospheric	-	-	-	-	-	-	-
Hazardous energy, Electro-mechanical	-	-	-	-	-	-	-
Flowable materials (hazardous energy)	-	-	-	-	-	-	-
Engulfment, entrapment	-	-	-	-	-	-	-
Thermal	-	-	-	-	-	-	-

Equipment

Retrieval List	Retrieval Other	Position List	Position Other	PPE List	PPE Other	Communication List	Communication Other

Close Report browser tab when finished viewing.

Click any **Space ID** hotlink to view report.

< Return Without Selection

New Item

Q Go Rows 100 Actions

1 - 3 of 3

	Work Strategy ID ↓	Work Strategy	Space ID	Location	Loc-2	Loc-3
Select	0000011	DAILY	CS0000010	AREA 1	BUILDING 1	ROOM 1
Select	0000010	DAILY	CS0000010	AREA 1	BUILDING 1	ROOM 1
Select	0000005	BASELINE POSTING REVIEW	CS0000010	AREA 1	BUILDING 1	ROOM 1

1 - 3 of 3

COMP4		Classify for RPTNM102866							
SITE4									
TLine1 for RPTNM102866									
TLine2 for RPTNM102866									
TLine3 for RPTNM102866									
Confined space inventory detail									
Space ID	CS0000010 CONFINED SPACE								
Primary Location	AREA 1 BUILDING 1 ROOM 1								
Characteristics									
Location Description LAB									
Current and Past Known Uses UPDATES									
Posting Classification:	ENCLOSED SPACE								
Status:	ACTIVE SPACE								
Type of Space:	DRAIN LINE								
Shape:	SPHERICAL								
Ground Position:	ABOVE GROUND								
Widest Width:	> 50 FEET								
Longest Length:	> 50 FEET								
Tallest Height:	> 50 FEET								
Largest Size Entrances:	GREATER THAN 24 INCHES								
Number of Entrances:	25								
Number of Signs:	25								
Last Review Date:	06-MAR-2023								
Evaluation of characteristics, signage and entry detail									
Eval Date	IH-Evaluator				Summary Notes				
06-MAR-2023	FARMER R 999				TEST				
Evaluation of characteristics, signage and entry detail									
Eval Date	IH-Evaluator				Summary Notes				
06-MAR-2023	FARMER R 999				TEST				
Work strategies and classification									
ID	Entry classification	Work Description	Description of potential hazards	Description of hazard control methods					
0000011		GROUND	NONE	NONE					
0000005	ENCLOSED SPACE	BASELINE POSTING REVIEW	XXX	GENERAL USE					
0000010		GROUND	NONE	NONE					
Entry requests and information									
ID	Start Date	Start Time	End Date	End Time	Status	Contact	Badge	Org ID	Org Description
CSP20230006	08-MAR-2023	0100	10-MAR-2023	1500	APPROVED FOR USE	BROWN	10005	ITL1	ITL1
CSP20230005	08-MAR-2023	0100	10-MAR-2023	1500	APPROVED FOR USE	BROWN	10005	ITL1	ITL1
Potential Hazards									
Hazards Associated To Space That Should Be Considered For Each Entry								RECID	CAS #
1,1,1,2-TETRACHLOROETHANE								125	630-20-6
Attachment Data									
		Description of attachment	Filename when Uploaded						
Download	View	Resized_699816536 (1).jpeg	Resized_699816536 (1).jpeg						

Close Report browser tab when finished viewing.

Click blue **Select** text to select a *Work Strategy*.

< Return Without Selection

New Item

Q Go Rows 100 Actions

1 - 3 of 3

	Work Strategy ID ↓	Work Strategy	Space ID	Location	Loc-2	Loc-3
Select	0000011	DAILY	CS0000010	AREA 1	BUILDING 1	ROOM 1
Select	0000010	DAILY	CS0000010	AREA 1	BUILDING 1	ROOM 1
Select	0000005	BASELINE POSTING REVIEW	CS0000010	AREA 1	BUILDING 1	ROOM 1

1 - 3 of 3

Click **Select Person** button to select an *Evaluator*.

CTSIHPRG / CTS034: Confined Space Evaluation /

CTS034 - Confined Space Evaluation Detail

Cancel Save and Continue

Space Select Space

Evaluation Type

Work Strategy Select Work Strategy

Evaluator SYSTEM, INITIAL (ITBADGE) **Select Person**

Evaluation Date 04/23/2023 (mm/dd/yyyy)

Click blue **Select** text to select a worker.

Select	SYSTEM	INITIAL	ITBADGE	CTS0
Select	TEMPLE	SHIRLEY	100000	
Select	TURTLE	TOMMY	0008	
Select	WORKER	WILLIAM	0002	
Select	WORKER	MRS	555	
Select	WORKER	WILLIAM	WKRBADGE	WKR

Use calendar button to select *Evaluation Date*.

CTS034 - Confined Space Evaluation Detail


Cancel Save and Continue

Space Select Space

Evaluation Type

Work Strategy Select Work Strategy

Evaluator SYSTEM, INITIAL (ITBADGE) Select Person

Evaluation Date 04/23/2023  (mm/dd/yyyy)

Click **Save and Continue** button.

CTS034 - Confined Space Evaluation Detail


Cancel **Save and Continue**

Space Select Space

Evaluation Type

Work Strategy Select Work Strategy

Evaluator SYSTEM, INITIAL (ITBADGE) Select Person

Evaluation Date 04/23/2023  (mm/dd/yyyy)

Click **Next** button to proceed.

The screenshot shows the 'Selected Item' step of the 'CTS034: Confined Space Evaluation' process. The breadcrumb trail includes 'Selected Item', 'Determination', 'Characteristics', 'Questions', 'Work Classification', and 'Other'. The 'Selected Item' step is highlighted with a blue dot. A 'Next >' button is highlighted with a red box. The form contains the following fields:

- Confined Space: C3000010
- CONFINED SPACE
- Evaluation Type: BASELINE POSTING
- Work Strategy: BASELINE POSTING REVIEW
- Evaluator: ISS, FARMER, RANGE
- Evaluation Date: 06-MAR-2023
- Evaluation Status: IN-PROCESS
- Evaluation ID: 000004

Determination

Use pull-down menus to answer questions.
Click **Save** button to proceed.

The screenshot shows the 'Determination' step of the 'CTS034: Confined Space Evaluation' process. The breadcrumb trail includes 'Selected Item', 'Determination', 'Characteristics', 'Questions', 'Work Classification', and 'Other'. The 'Determination' step is highlighted with a blue dot. A 'Save >' button is highlighted with a red box. The form contains the following questions and pull-down menus:

- YES (highlighted with a red box) / NO: Is space large enough and so configured that an employee can bodily enter and perform work?
- NO / NO: Does the space have a limited or restricted means for entry or exit?
- NO / NO: Is the space NOT designed for continuous employee occupancy?

Characteristics

Use pulldown menus to select *Confined Space Status*, *Organization ID*, *Widest Width*, *Tallest Height*, *Longest Length*, *Shape*, *Largest Entrance* and *Ground Position* options.
Enter additional information into text areas.

CTS034: Confined Space Evaluation

Characteristics: SPACE: CS0000010 DAILY

Confined Space Status: ACTIVE SPACE

Organization ID: 15 1502 MISSION ASSURANCE

Widest Width: > 50 FEET

Tallest Height: > 50 FEET

Longest Length: > 50 FEET

Shape: SPHERICAL

Largest Entrance: GREATER THAN 24 INCHES

Ground Position: ABOVE GROUND

Location Description: LAB

Current and Past Uses: UPDATES

Entrances: 25

Slips: 25

Expand *List of Hazards Present In Space To Consider for Any Entry* submenu.

Click **Select From Space Hazards List** button.

List of Hazards Present In Space To Consider for Any Entry

Select From Space Hazards List

	Space Hazard	RECID	CAS
<input type="checkbox"/>	1,1,1,2-TETRACHLOROETHANE	125	630-20-6

Click checkbox to select *Space Hazard*.

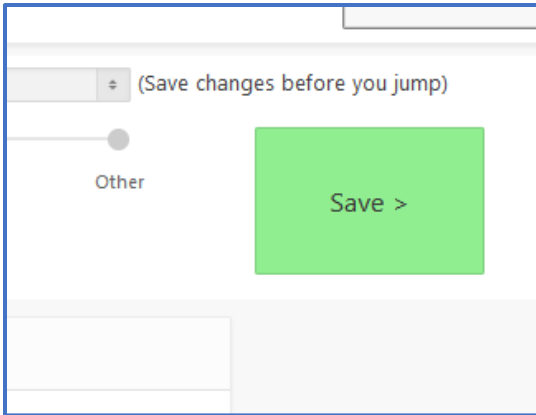
Click **Save and Continue** button.

< Return Without Selection

Save and Continue

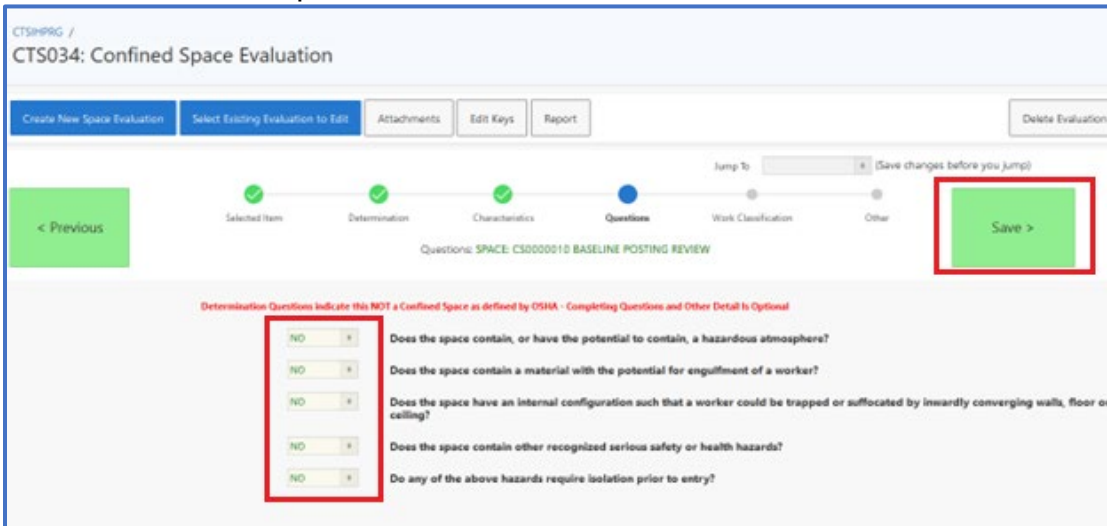
<input type="checkbox"/>	Space Hazard	RECID	CAS
<input type="checkbox"/>	(1,5-CYCLOOCTADIENE) RUTHENIUM (II) CHLORIDE	114	50982-13-3
<input type="checkbox"/>	(DIISOPROPYLAMINO)ETHANOL	116	96-80-0
<input type="checkbox"/>	1,1,1,2-TETRACHLOROETHANE	125	630-20-6
<input type="checkbox"/>	1,2,4-TRIAZOLE	143	288-88-0
<input type="checkbox"/>	BERYLLIUM	BEO	1304-56-9

Click **Save** button to proceed.



Questions

Use pull-down menus to answer questions.
Click **Save** button to proceed.



Work Classification

Click **Select Entry Classification** button.

CTSIHPRG /
CTS034: Confined Space Evaluation

Create New Space Evaluation | Select Existing Evaluation to Edit | Attachments | Edit Keys | Report | Delete Evaluation

Selected Item | Determination | Characteristics | Questions | **Work Classification** | Other

Work Classification: SPACE: CS0000010 BASELINE POSTING REVIEW

Determination Questions Indicate this **NOT** a Confined Space as defined by OSHA - Completing Questions and Other Detail is Optional

Work Strategy: BASELINE POSTING REVIEW

Work Classification: ENCLOSED SPACE | **Select Entry Classification**

Work Hazard and Control Descriptions

Description of Work: BASELINE POSTING REVIEW
23 of 4000

Description of Potential Hazards For This Work and How They Might Be Encountered: XXX
3 of 4000

Description of Typical Controls and Their Use: GENERAL USE
11 of 4000

Click blue **Select** text to select *Work Classification*.

< Return Without Selection

New Item

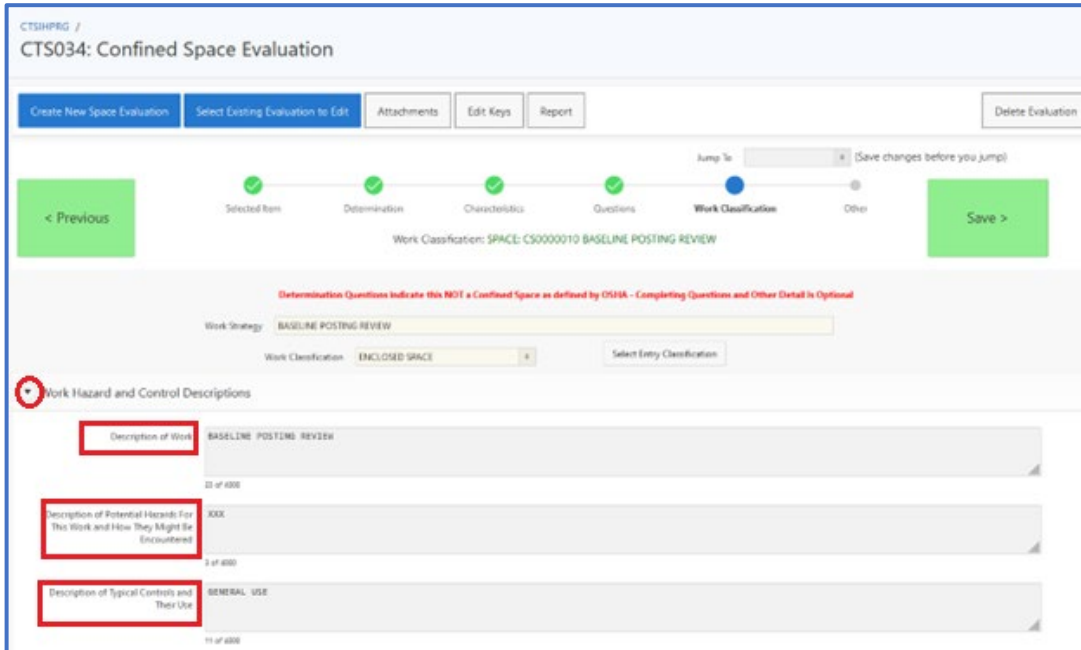
Q v Go Rows 100 Actions v

1 - 2 of 2

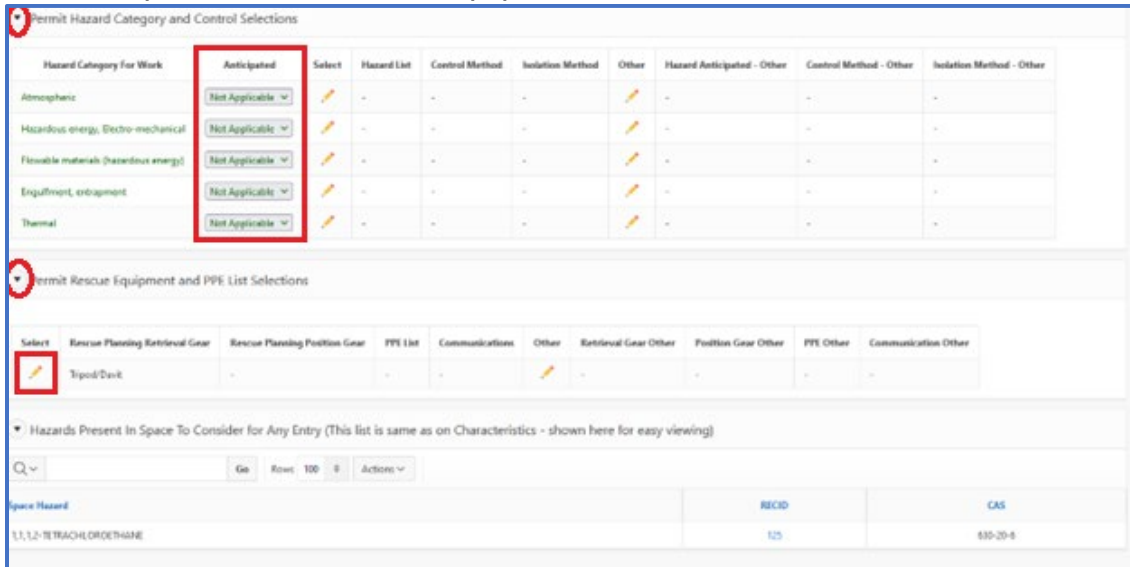
	Posting Classification
Select	ENCLOSED SPACE
Select	PERMIT REQUIRED CONFINED SPACE

1 - 2 of 2

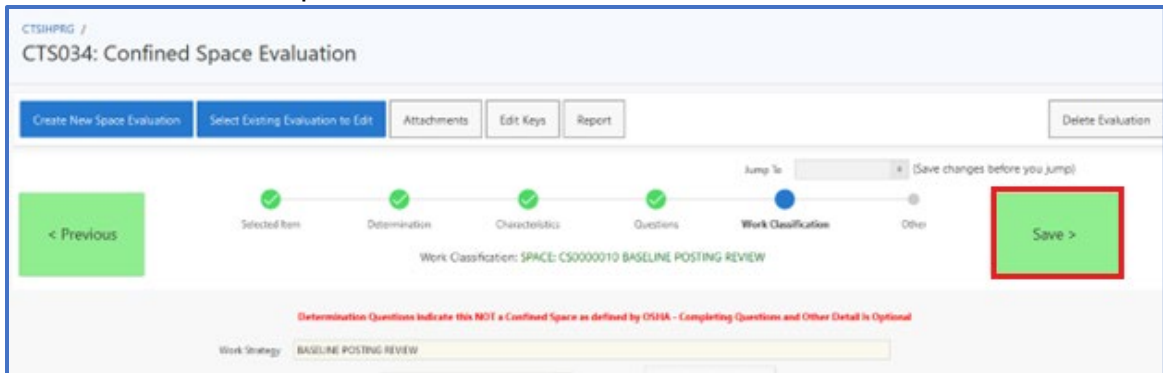
Expand Work Hazard and Control Descriptions submenu.
Enter text into *Description of Work*, *Description of Potential Hazards...*, and *Description of Hazard Controls* text fields.



Expand *Permit Hazard Category and Control Selections* submenu.
Use pull-down menus to select *Anticipated* options for *Hazard Category* items.
Expand *Permit Rescue Equipment and PPE List Selections* submenu.
Click edit pencils to select/edit equipment/PPE item details.



Click **Save** button to proceed.



Other

Use pull-down menu to select answer to *Do Hazard or Entry Options Require Further Investigation?* question.

Enter text into *Notes or Comments* text field.

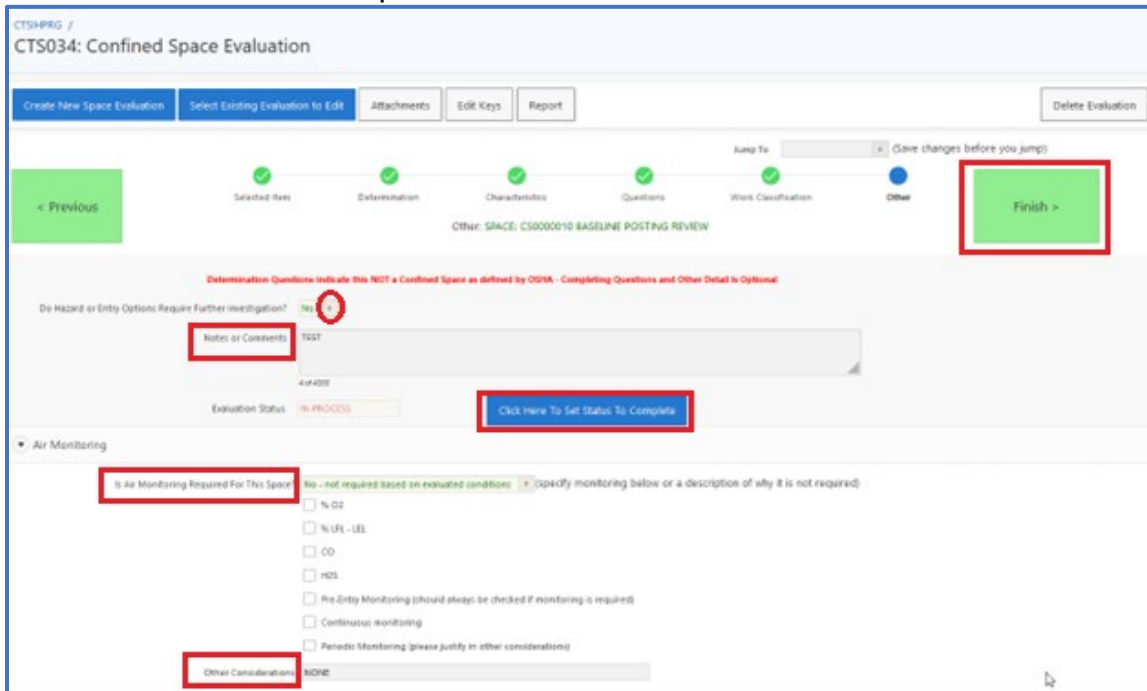
Expand Air Monitoring submenu.

Use pulldown menu to select *Is Air Monitoring Required For This Space?* question.

Click checkbox(es) to select air monitoring considerations.

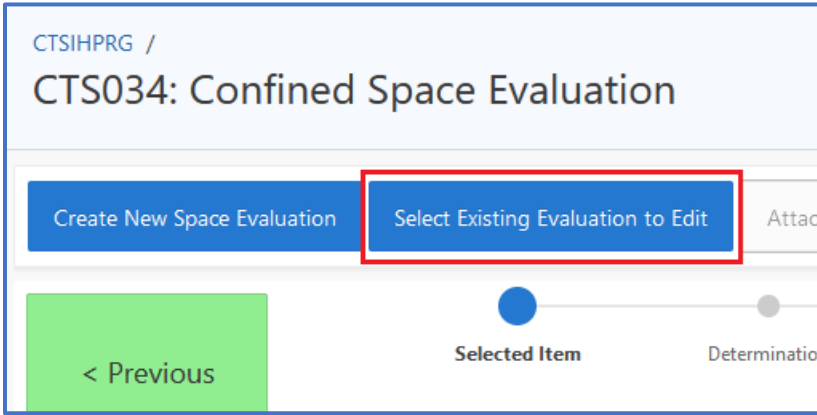
Click the **Click Here To Set Status To Complete** button to change *Evaluation Status*.

Click **Finish** button to complete evaluation.



Edit Existing Evaluation

Click the **Select Existing Evaluation to Edit** button.

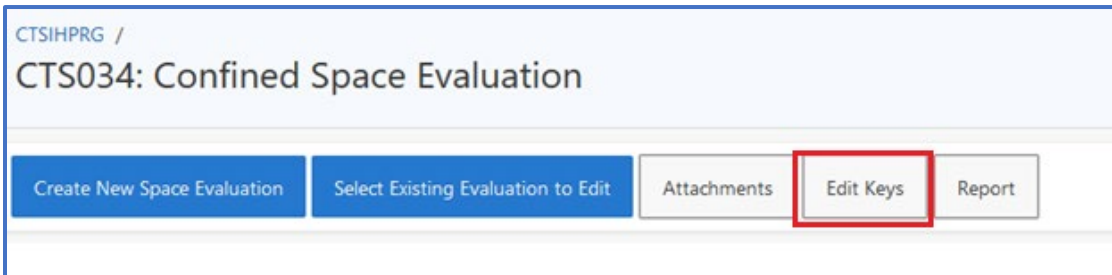


Click blue **Select** text to select an evaluation.

The screenshot shows a table with two rows of evaluation data. The first row has a blue 'Select' button highlighted with a red box. The table includes search, pagination, and row count controls at the top.

	Evaluation Date	Evaluation ID	Evaluation Type	IH Evaluator
Select	06-MAR-2023	0000004	BASELINE POSTING	FARMER, RANGE
Select	31-MAR-2022	0000002	BASELINE POSTING	SYSTEM, INITIAL

Click **Edit Keys** button.



Edit manufacturer details. Click **Save and Continue** button.

CTS034 - Confined Space Evaluation Detail

Cancel Save and Continue

Space CS0000010 Select Space

CONFINED SPACE

Evaluation Type BASELINE POSTING

Work Strategy BASELINE POSTING REVIEW Select Work Strategy

Evaluator FARMER, RANGE (999) Select Person

Evaluation Date 03/06/2023 (mm/dd/yyyy)

Use *Jump To* pulldown menu to navigate through menu items. *Jump To Other* screen.

Jump To (Save changes before you jump)

- Selected Item
- Determination
- Characteristics
- Questions
- Work Classification
- Other

Finish >

Edit details. Click **Finish** button to complete evaluation.

Jump To (Save changes before you jump)

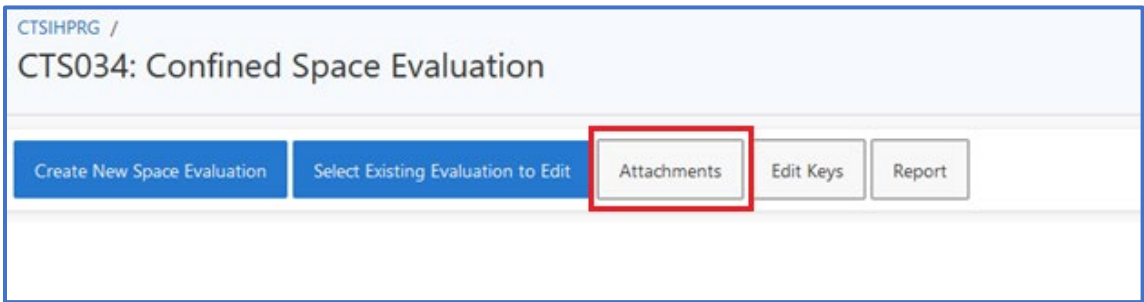
- Selected Item
- Determination
- Characteristics
- Questions
- Work Classification
- Other

Finish >

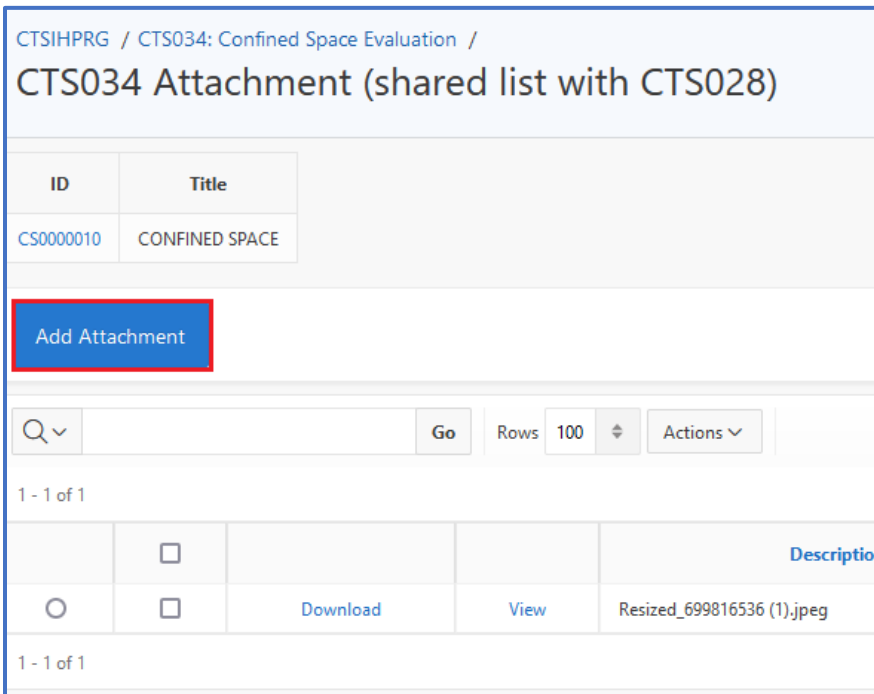
Attachments

Select an existing evaluation to edit.

Click **Attachments** button.

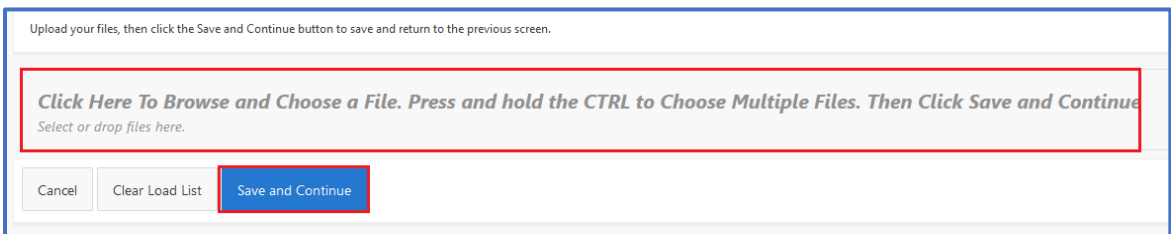


Click **Add Attachment** button.



Click the **Click Here To Browse...** button to select file.

Click **Save and Continue** button.



Click *CTS034: Confined Space Evaluation / breadcrumb.*

Print Evaluation Report

Select an existing evaluation.

Click **Report** button.

CTS034: Confined Space Evaluation

Create New Space Evaluation | Select Existing Evaluation to Edit | Attachments | Edit Keys | **Report**

COMP4
SITE4
TLine1 for RPTNM102866
TLine2 for RPTNM102866
TLine3 for RPTNM102866

Confined space inventory detail

Space ID: CS0000010 CONFINED SPACE
Primary Location: AREA 1 BUILDING 1 ROOM 1

Characteristics

Location Description: LAB
Current and Past Known Uses: UPDATES

Posting Classification: ENCLOSED SPACE
Status: ACTIVE SPACE
Type of Space: DRAIN LINE
Shape: SPHERICAL
Ground Position: ABOVE GROUND
Widest Width: > 50 FEET
Longest Length: > 50 FEET
Tallest Height: > 50 FEET
Largest Size Entrances: GREATER THAN 24 INCHES
Number of Entrances: 25
Number of Signs: 25
Last Review Date: 06-MAR-2023

Evaluation of characteristics, signage and entry detail

Eval Date	IH-Evaluator	Summary Notes
06-MAR-2023	FARMER R 999	TEST

Close browser tab when finished viewing report.

Delete Evaluation

Select an existing evaluation.

Click **Delete Evaluation** button.

Delete Evaluation

(Save changes before you jump)

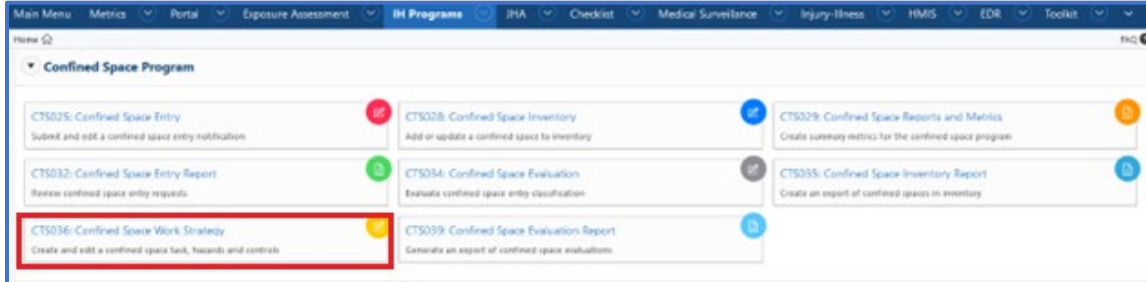
Click **OK** in alert box to confirm delete.

Click **CTSIHPRG /** breadcrumb to return to the **IH Programs** Menu.

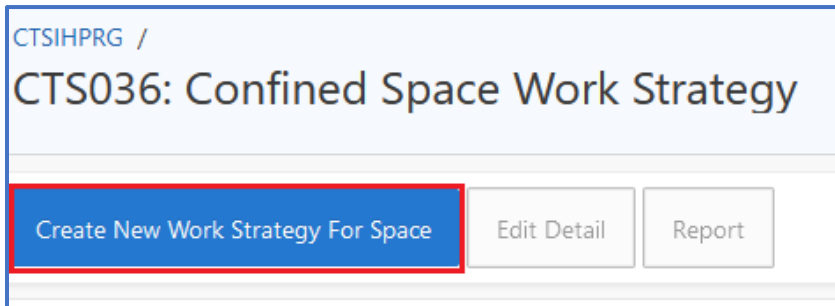
Chapter 3 – CTS036: Confined Space Work Strategy

Create New Work Strategy For Space

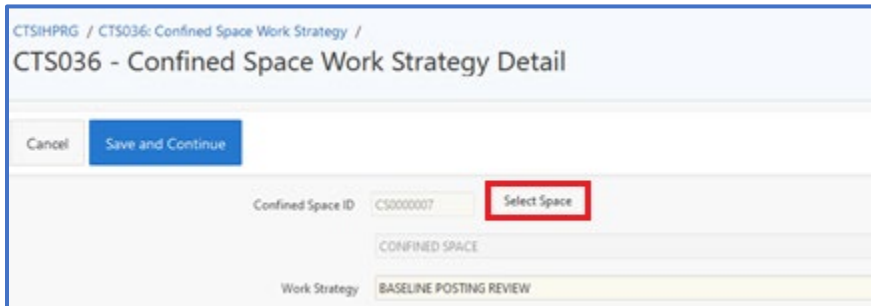
Under the *Confined Space Program* submenu, click **CTS036: Confined Space Work Strategy** button.



Click **Create New Work Strategy For Space** button.



Click **Select Space** button.



Click **Space ID** hotlink to view report.

	Space ID	Title	Location	Permit Required	Type	Posting Classification	Shape
Select	CS0000007	CONFINED SPACE	AREA 3 BUILDING 3	--	DRAIN LINE	--	--
Select	CS0000008	CONFINED SPACE	BUILDING 1 BUILDING 2 BUILDING 3	--	PIT	ENCLOSED SPACE	PENTAGONAL
Select	CS0000010	CONFINED SPACE	AREA 1 BUILDING 1 ROOM 1	--	DRAIN LINE	ENCLOSED SPACE	SPHERICAL
Select	CS0000011	CONFINED SPACE	AREA 1 BUILDING 1 ROOM 4	--	CONFINED SPACE	--	--
Select	CS0000012	CONFINED SPACE	AREA 3 BUILDING 3 ROOM 3	--	TUNNEL	ENCLOSED SPACE	SPHERICAL
Select	CS0000013	CONFINED SPACE	AREA 1 BUILDING 1 ROOM 5	--	ROOM AREA	--	--
Select	SPACED	CONFINED SPACE	AREA 1 BUILDING 1 ROOM 1	--	BOILER	--	--

COMP2
SITE
TLine1 for RPTNM102866
TLine2 for RPTNM102866
TLine3 for RPTNM102866

Classify for RPTNM102866

Confined space inventory detail

Space ID: **CS000007 CONFINED SPACE**
Primary Location: **AREA 3 BUILDING 3**

Characteristics
Status: **ACTIVE SPACE**
Type of Space: **DRAIN LINE**

Work strategies and classification

ID	Entry classification	Work Description	Description of potential hazrds	Description of hazard control methods
0000008		BASELINE POSTING REVIEW		

Potential Hazards

Hazards Associated To Space That Should Be Considered For Each Entry

	RECID	CAS #
(1,5-CYCLOOCTADIENE) RUTHENIUM (II) CHLORIDE	114	50982-13-3

FLine1 for RPTNM102866
FLine2 for RPTNM102866
FLine3 for RPTNM102866

Close browser tab when finished viewing report.

Click blue **Select** text to select a *Space ID*.

	Space ID	Title	Location	Permit Required	Type	Posting Classification	Shape
Select	CS000007	CONFINED SPACE	AREA 3 BUILDING 3	-	DRAIN LINE	-	-
Select	CS000008	CONFINED SPACE	BUILDING 1 BUILDING 2 BUILDING 3	-	PIT	ENCLOSED SPACE	PENTAGONAL
Select	CS000010	CONFINED SPACE	AREA 1 BUILDING 1 ROOM 1	-	DRAIN LINE	ENCLOSED SPACE	SPHERICAL
Select	CS000011	CONFINED SPACE	AREA 1 BUILDING 1 ROOM 4	-	CONFINED SPACE	-	-
Select	CS000012	CONFINED SPACE	AREA 3 BUILDING 3 ROOM 3	-	TUNNEL	ENCLOSED SPACE	SPHERICAL
Select	CS000013	CONFINED SPACE	AREA 1 BUILDING 1 ROOM 5	-	ROOM AREA	-	-
Select	SPACED	CONFINED SPACE	AREA 1 BUILDING 1 ROOM 1	-	BOILER	-	-

Enter text into *Work Strategy* and *Description* text fields.

Click **Save and Continue** button.

CTSIHPRG / CTS036: Confined Space Work Strategy /
CTS036 - Confined Space Work Strategy Detail

Cancel **Save and Continue**

Confined Space ID: CS000007

CONFINED SPACE

Work Strategy: BASELINE POSTING REVIEW

Default Entry Classification For Work: PERMIT REQUIRED CONFINED SPACE (default for work - intended for review and update when completing the entry permit)

Memos

Description of Work: BASELINE POSTING REVIEW
23 of 4000

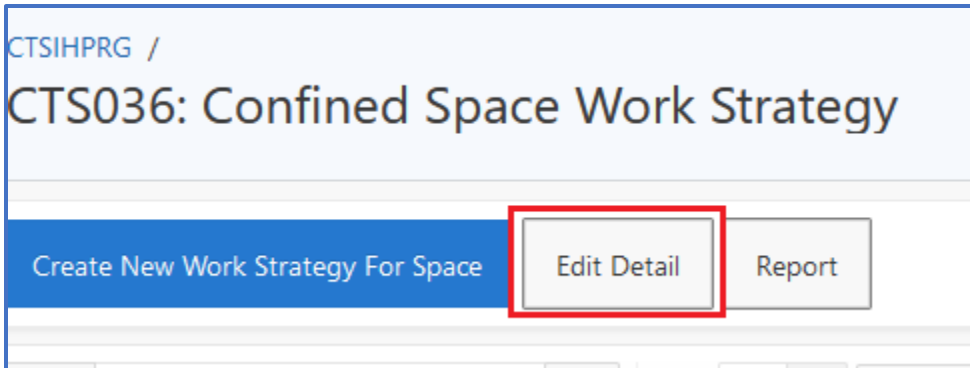
Description of Potential Hazards For This Work and How They Might Be Encountered: Description of potential hazard
31 of 4000

Description of Typical Controls and Their Use: Description of typical controls...
34 of 4000

Edit Existing Work Strategy

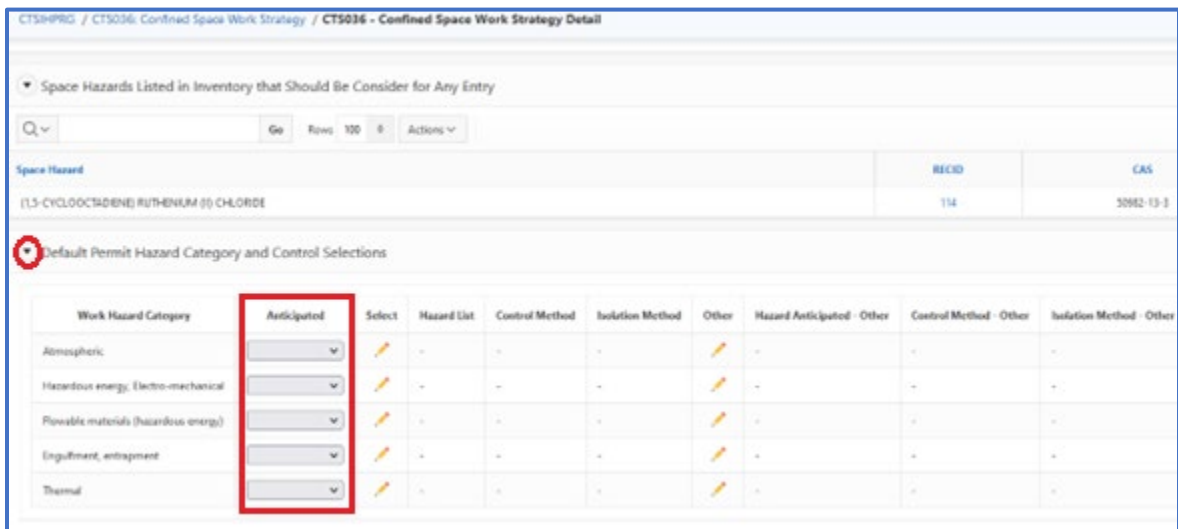
Click radio button to select *Work Strategy*.

Click **Edit Detail** button.



Enter/edit details.

Under *Default Permit Hazard Category and Control Selections* submenu, use pull-down menu to choose Anticipated options.



Under *Default Permit Rescue Equipment and PPE List Selections* submenu, click edit pencil to select equipment.

CTSIHPRG / CTS036: Confined Space Work Strategy / CTS036 - Confined Space Work Strategy Detail

Space Hazards Listed in Inventory that Should Be Consider for Any Entry

Q [] Go Rows 100 0 Actions []

Space Hazard	RECID	CAS
(1S-CYCLOCTADIENE)RUTHENIUM (0) CHLORIDE	114	3082-13-1

Default Permit Hazard Category and Control Selections

Work Hazard Category	Anticipated	Select	Hazard List	Control Method	Isolation Method	Other	Hazard Anticipated - Other	Control Method - Other	Isolation Method - Other
Atmospheric	[]	[]	-	-	-	[]	-	-	-
Hazardous energy, Electro-mechanical	[]	[]	-	-	-	[]	-	-	-
Flowable materials (hazardous energy)	[]	[]	-	-	-	[]	-	-	-
Engulfment, entrapment	[]	[]	-	-	-	[]	-	-	-
Thermal	[]	[]	-	-	-	[]	-	-	-

Default Permit Rescue Equipment and PPE List Selections

Select	Rescue Planning Retrieval Gear	Rescue Planning Position Gear	PPE List	Communications	Other	Retrieval Gear Other	Position Gear Other	PPE Other	Communications Other
[]	-	-	-	-	[]	-	-	-	-

Click checkboxes to select equipment.
Click **Save and Return to Permit** button.

CTSIHPRG / CTS036: Confined Space Work Strategy / CTS036 - Confined Space Work Strategy Detail / CTS036: Confined Space Permit Hazard and Control Selection

Work Strategy ID
BASELINE POSTING REVIEW C50000007

Save and Return to Permit

Retrieval List	Positioning Gear	PPE List	Communication
<input type="checkbox"/> Tripod/Davit <input type="checkbox"/> Winch/Self-Retracting Lifeline	<input type="checkbox"/> Separate Winch <input type="checkbox"/> Position Harness	<input type="checkbox"/> Full Body Harness <input checked="" type="checkbox"/> Protective Clothing	<input type="checkbox"/> Communication (Attendant-Entrant) Voice <input checked="" type="checkbox"/> Communication (Attendant-Entrant) Radio <input type="checkbox"/> Communication (Attendant-Entrant) Hand-Signal <input type="checkbox"/> Communication (Attendant-EOC) Radio <input type="checkbox"/> Communication (Attendant-EOC) Phone

Click **Save and Continue** button.

CTSIHPRG / CTS036: Confined Space Work Strategy / CTS036 - Confined Space Work Strategy Detail

Cancel **Save and Continue**

Print Work Strategy Report

Click any **Work Strategy ID** hotlink to view report.

1 - 10 of 10

<input type="checkbox"/>	Edit Detail	Work Strategy ID	Work Strategy	Space ID	Work Classification
<input checked="" type="checkbox"/>		000008	BASILINE POSTING REVIEW	CS0000007	PERMIT REQUIRED CONFINED SPACE
<input type="checkbox"/>		000012	DEMO	CS0000008	
<input type="checkbox"/>		000009	BASILINE POSTING REVIEW	CS0000008	
<input type="checkbox"/>		000011	DAILY	CS0000010	

Confined Space Work Strategy Report

Confined Space ID: **CS0000007**
CONFINED SPACE

Work strategy title: **BASILINE POSTING REVIEW**

Entry classification for work: **PERMIT REQUIRED CONFINED SPACE**

Description of Work

BASILINE POSTING REVIEW

Description of Potential Hazards

Description of potential hazard

Description of Hazard Controls

Description of typical controls...

Hazard Categories

Hazard Category	Anticipated	Hazard List	Control Method	Isolation Method	Hazard Anticipated - Other	Control Method - Other	Isolation Method - Other
Atmospheric	-	-	-	-	-	-	-
Hazardous energy, Electro-mechanical	-	-	-	-	-	-	-
Flowable materials (hazardous energy)	-	-	-	-	-	-	-
Engulfment, entrapment	-	-	-	-	-	-	-
Thermal	-	-	-	-	-	-	-

Equipment

Close browser tab when finished viewing report.

Click any **Space ID** hotlink to view report.

1 - 10 of 10

	<input type="checkbox"/>	Edit Detail	Work Strategy ID	Work Strategy	Space ID	Work Classification
	<input type="checkbox"/>		0000008	BASELINE POSTING REVIEW	CS0000007	PERMIT REQUIRED CONFINED SPACE
<input type="radio"/>	<input type="checkbox"/>		0000012	DEMO	CS0000008	
<input type="radio"/>	<input type="checkbox"/>		0000009	BASELINE POSTING REVIEW	CS0000008	
<input type="radio"/>	<input type="checkbox"/>		0000011	DAILY	CS0000010	

Confined space inventory detail

Space ID: **CS0000008 CONFINED SPACE**
 Primary Location: **BUILDING 1 BUILDING 2 BUILDING 3**
 Organization ID: **MEDICAL MEDICAL**

Characteristics

Location Description: **BASEMENT**
 Current and Past Known Uses: **TEST SITE**
 Posting Classification: **ENCLOSED SPACE**
 Status: **ACTIVE SPACE**
 Type of Space: **PIT**
 Shape: **PENTAGONAL**
 Ground Position: **HALF ABOVE/HALF BELOW**
 Widest Width: **> 5 FT. AND < 10 FT.**
 Longest Length: **> 5 FT. AND < 10 FT.**
 Tallest Height: **> 5 FT. AND < 10 FT.**
 Largest Size Entrances: **GREATER THAN 24 INCHES**
 Number of Entrances: **5**
 Number of Signs: **5**
 Last Review Date: **07-FEB-2023**

Work strategies and classification

ID	Entry classification	Work Description	Description of potential hazards	Description of hazard control methods
0000012		DUPLICATE	ENVIRONMENTAL	NONE
0000009		BASELINE POSTING REVIEW		

Entry requests and information

ID	Start Date	Start Time	End Date	End Time	Status	Contact	Badge	Org ID	Org Description
CSP20230008	08-MAR-2023	0500	10-MAR-2023	1600	APPROVED FOR USE	BROWN	10005	ADMIN	ADMIN
CSP20230007	08-MAR-2023	0200	10-MAR-2023	1600	ENTRY COMPLETE	SYSTEM	ITBADGE	IHSL1	IHSL1

Potential Hazards

Hazards Associated To Space That Should Be Considered For Each Entry	RECID	CAS #
BERYLLIUM	BEO	1304-56-9
(DIISOPROPYLAMINO)ETHANOL	116	96-80-0

Attachment Data

	Description of attachment	Filename when Uploaded
Download	View	890c137fd53719382acc1cbd26f3ba99 (4).jpg
		890c137fd53719382acc1cbd26f3ba99 (4).jpg

Close browser tab when finished viewing report.

Delete Existing Work Strategy

Click checkbox(es) to select a work strategy.

Click **Delete Checked** button.

CTSIHPRG /
CTS036: Confined Space Work Strategy

Create New Work Strategy For Space Edit Detail Report Exclude Checked (From Entry List) Hide Checked **Delete Checked**

Q Go Rows 100 Actions

1 - 10 of 10

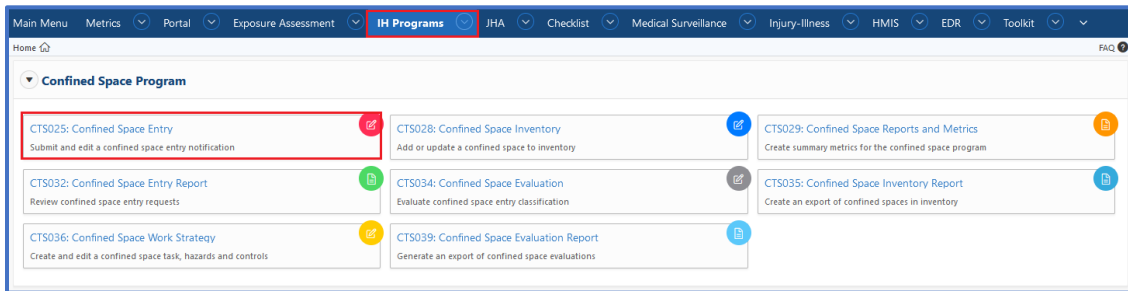
	<input type="checkbox"/>	Edit Detail	Work Strategy ID	Work Strategy	Space ID	Work Classification	Work Description	Potential Hazards	Hazard Controls	Exclude From Entry List	Hide
	<input type="radio"/>	<input type="checkbox"/>	0000008	BASELINE POSTING REVIEW	CS0000007	PERMIT REQUIRED CONFINED SPACE	BASELINE POSTING REVIEW	Description of potential hazard	Description of typical controls...	Y	-
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	0000012	DEMO	CS0000008		DUPLICATE	ENVIRONMENTAL	NONE	-	-

Click **OK** in alert box to confirm.

Click *CTSIHPRG* / breadcrumb to return to the IH Programs Menu.

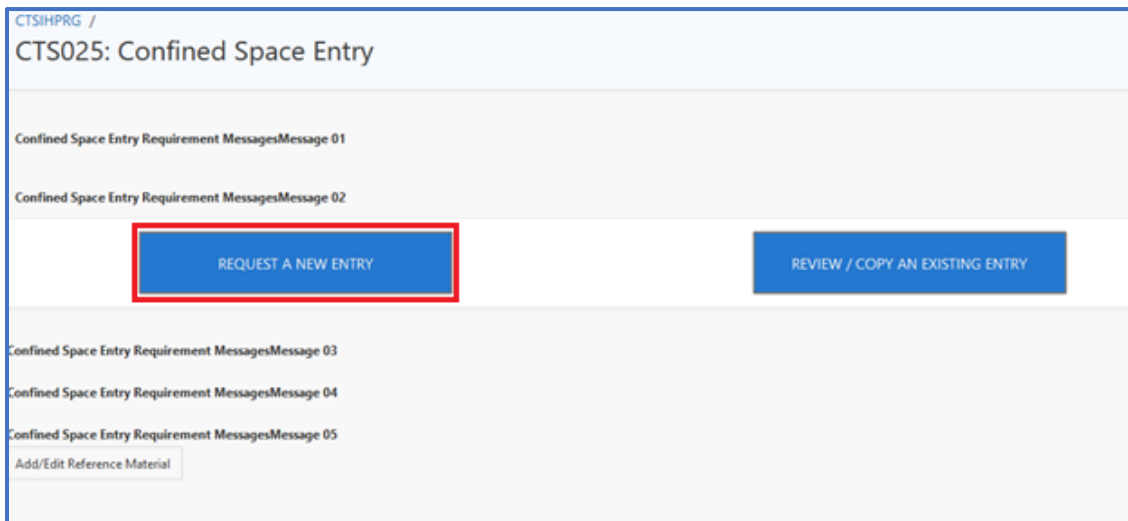
Chapter 4 – CTS025: Confined Space Entry

From **IH Programs** menu, under *Confined Space Program* submenu, click **CTS025: Confined Space Entry Tracking** button.

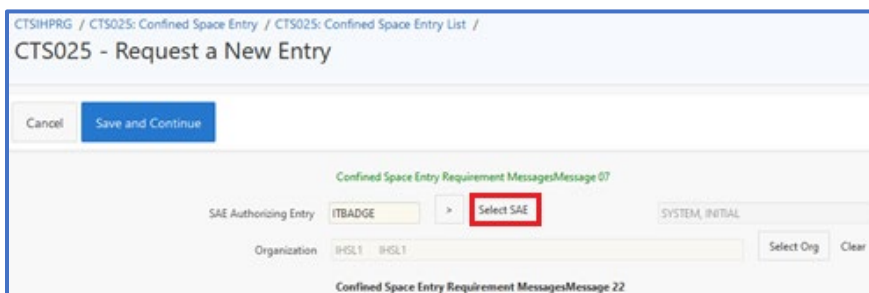


Request A New Entry

Click **REQUEST A NEW ENTRY** button.



Click **Select SAE** button.



Click blue **Select** text to select a worker.

Select	SYSTEM	INITIAL	ITBADGE	CTSOWNER	owneremail@fakeit.com
Select	TEMPLE	SHIRLEY	100000	-	-
Select	TURTLE	TOMMY	0008	-	-
Select	WORKER	WILLIAM	0002	-	-
Select	WORKER	MRS	555	-	-
Select	WORKER	WILLIAM	WKRBADGE	WKRLOGON	WORKER@FAKE.MAIL

1 - 44 of 44

Click **Select Org** button.

SIHPRG / CTS025: Confined Space Entry / CTS025: Confined Space Entry List /
TS025 - Request a New Entry

Cancel [Save and Continue](#)

Confined Space Entry Requirement MessagesMessage 07

SAE Authorizing Entry ITBADGE > [Select SAE](#) SYSTEM, INITIAL

Organization IHSL1 IHSL1 [Select Org](#) Clear

Confined Space Entry Requirement MessagesMessage 22

Click blue **Select** text to select an organization.

	Space ID	Title	Location	Loc-2	Loc-3	Latitude	Longitude	Type	Permit Required	Default Classification	Shape
Select	CS000010	CONFINED SPACE	AREA 1	BUILDING 1	ROOM 1	-	-	DRAIN LINE	-	ENCLOSED SPACE	SPHERICAL
Select	CS000011	CONFINED SPACE	AREA 1	BUILDING 1	ROOM 4	-	-	CONFINED SPACE	-	-	-
Select	CS000013	CONFINED SPACE	AREA 1	BUILDING 1	ROOM 5	-	-	ROOM AREA	-	-	-
Select	CS000007	CONFINED SPACE	AREA 3	BUILDING 3	-	-	-	DRAIN LINE	-	-	-
Select	CS000012	CONFINED SPACE	AREA 3	BUILDING 3	ROOM 3	-	-	TUNNEL	-	ENCLOSED SPACE	SPHERICAL
Select	CS000008	CONFINED SPACE	BUILDING 1	BUILDING 2	BUILDING 3	-	-	PIT	-	ENCLOSED SPACE	PENTAGONAL

Click **Select Space** button.

CTSIHPRG / CTS025: Confined Space Entry / CTS025: Confined Space Entry List /
CTS025 - Request a New Entry

Cancel [Save and Continue](#)

Confined Space Entry Requirement MessagesMessage 07

SAE Authorizing Entry ITBADGE > [Select SAE](#) SYSTEM, INITIAL

Organization IHSL1 IHSL1

Confined Space Entry Requirement MessagesMessage 22

Confined Space ID [Select Space](#)

Work Strategy

Note: To have a space list, implement **CTS028** to add spaces and flag them for display on the **CTS025** screen. Users can also use the **new item** button to enter the minimum needed information to complete create a space.

Click **Space ID** hotlink to view report.

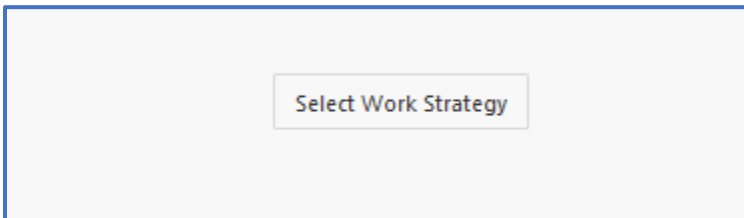
	Space ID	Title	Location ↑
Select	CS0000010	CONFINED SPACE	AREA 1
Select	CS0000011	CONFINED SPACE	AREA 1
Select	CS0000013	CONFINED SPACE	AREA 1
Select	CS0000007	CONFINED SPACE	AREA 3
Select	CS0000012	CONFINED SPACE	AREA 3
Select	CS0000008	CONFINED SPACE	BUILDING 1

1 - 6 of 6

Confined space inventory detail					
Space ID	CS0000011 CONFINED SPACE				
Primary Location	AREA 1 BUILDING 1 ROOM 4				
Characteristics					
Status:	ACTIVE SPACE				
Type of Space:	CONFINED SPACE				
Work strategies and classification					
ID	Entry classification	Work Description	Description of potential hazards	Description of hazard control methods	
0000014		BASELINE POSTING REVIEW			
Potential Hazards					
Hazards Associated To Space That Should Be Considered For Each Entry				RECID	CAS #
BERYLLIUM				BEO	1304-56-9
(1,5-CYCLOOCTADIENE) RUTHENIUM (II) CHLORIDE				114	50982-13-3
(DIISOPROPYLAMINO)ETHANOL				116	96-80-0
1,1,1,2-TETRACHLOROETHANE				125	630-20-6
1,2,4-TRIAZOLE				143	288-88-0

Close browser tab when finished viewing report.

Click **Select Work Strategy** button.



Click **Work Strategy ID** hotlink to view report.

1 - 1 of 1	Work Strategy	Work Strategy ID ↓	Space ID	Location	Loc-2	Loc-3
Select	TEST STRATEGY	0000015	CS0000011	AREA 1	BUILDING 1	ROOM 4
1 - 1 of 1						

Confined Space Work Strategy Report							
Confined Space ID CS0000011							
CONFINED SPACE							
Work strategy title TEST STRATEGY							
Entry classification for work							
Description of Work							
TESTING WORK							
Description of Potential Hazards							
TESTING POTENTIAL HAZARDS							
Description of Hazard Controls							
TESTING HAZARD CONTROLS							
Hazard Categories							
Hazard Category	Anticipated	Hazard List	Control Method	Isolation Method	Hazard Anticipated - Other	Control Method - Other	Isolation Method - Other
Atmospheric	-	-	-	-	-	-	-
Hazardous energy, Electro-mechanical	-	-	-	-	-	-	-
Flowable materials (hazardous energy)	-	-	-	-	-	-	-
Engulfment, entrapment	-	-	-	-	-	-	-
Thermal	-	-	-	-	-	-	-
Equipment							
Retrieval List	Retrieval Other	Position List	Position Other	PPE List	PPE Other	Communication List	Communication Other
-	-	-	-	-	-	-	-

Close Report browser tab when finished viewing.

Click **Space ID** hotlink to view report.

1 - 1 of 1	Work Strategy	Work Strategy ID ↓	Space ID	Location	Loc-2	Loc-3
Select	TEST STRATEGY	0000015	CS0000011	AREA 1	BUILDING 1	ROOM 4
1 - 1 of 1						

Confined space inventory detail			
Space ID CS0000011 CONFINED SPACE			
Primary Location AREA 1 BUILDING 1 ROOM 4			
Characteristics			
Status: ACTIVE SPACE			
Type of Space: CONFINED SPACE			
Work strategies and classification			
ID	Entry classification	Work Description	Description of potential hazards
0000014		BASELINE POSTING REVIEW	
0000015		TESTING WORK	TESTING POTENTIAL HAZARDS
			TESTING HAZARD CONTROLS
Potential Hazards			
Hazards Associated To Space That Should Be Considered For Each Entry			
		RECID	CAS #
BERYLLIUM		BE0	1304-56-9
(1,5-CYCLOOCTADIENE) RUTHENIUM (II) CHLORIDE		114	50982-13-3
(DIISOPROPYLAMINO)ETHANOL		116	96-80-0
1,1,1,2-TETRACHLOROETHANE		125	630-20-6
1,2,4-TRIAZOLE		143	288-88-0

Close Report browser tab when finished viewing.

Click blue **Select** text to select a strategy.

Note: Work Strategy for a space is entered through **CTS036**. If no work strategy is present for the confined space, use the **New Item** button or **CTS036** to add the minimum items for a work strategy.

Work Strategy	Work Strategy ID ↓↑	Space ID	Location	Loc-2	Loc-3
Select TEST STRATEGY	000015	CS000011	AREA 1	BUILDING 1	ROOM 4

Click calendar buttons to select *Start Date* and *Stop Date*.
Use pull-down menu to select *Start Time* and *Stop Time*.
Enter *Description* into text field.
Click **Save and Continue** button.

CTSIHPRG / CTS025: Confined Space Entry / CTS025: Confined Space Entry List / CTS025 - Request a New Entry

Cancel **Save and Continue**

Confined Space Entry Requirement MessagesMessage 07

SAE Authorizing Entry ITBADGE > Select SAE SYSTEM, INITIAL

Organization IHSL1 IHSL1 Select Org Clear

Confined Space Entry Requirement MessagesMessage 22

Confined Space ID Select Space

Work Strategy Select Work Strategy

Confined Space Entry Requirement MessagesMessage 06

Confined Space Entry Requirement MessagesMessage 08

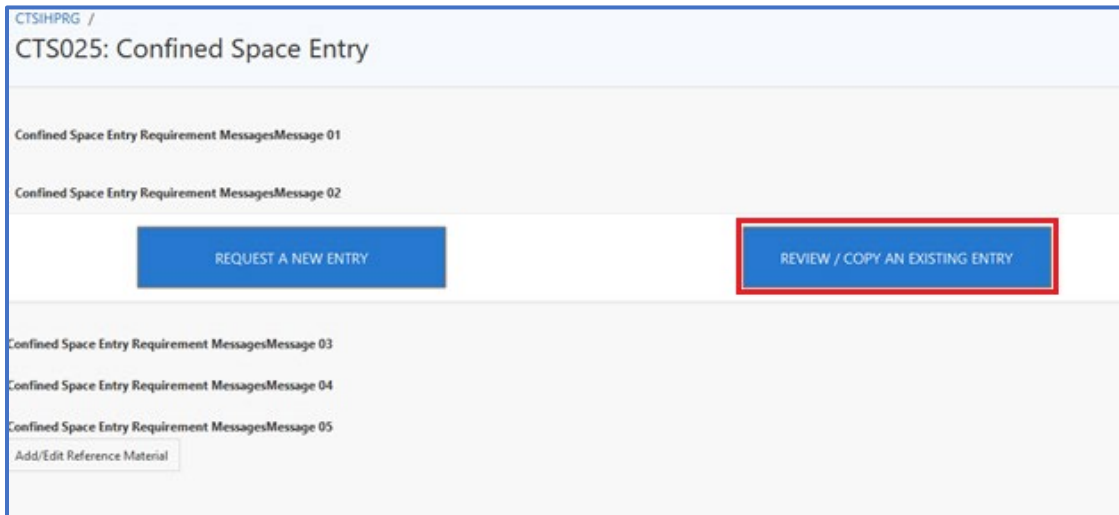
Anticipated Start Date 04/23/2023 [calendar icon] (mm/dd/yyyy) Start Time [dropdown]

Stop Date 04/23/2023 [calendar icon] Stop Time [dropdown]

Confined Space Entry Requirement MessagesMessage 21

Review/Copy An Existing Entry

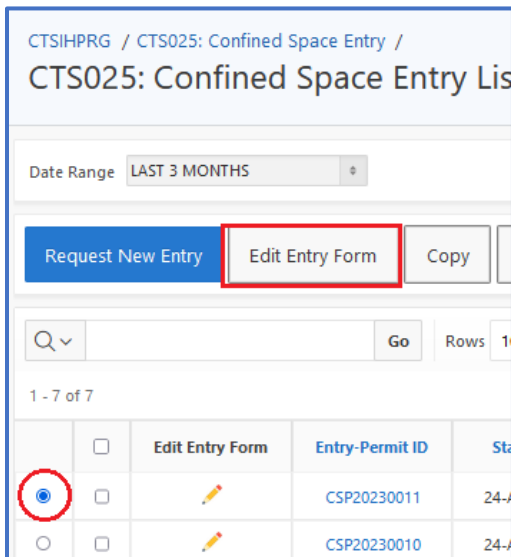
Click the **Review/Copy An Existing Entry** button.



Edit Entry Form

Click radio button to select a record on the list.

Click **Edit Entry Form** button.



Edit form details.
Click **Save and Continue** button.

The screenshot shows the 'Request a New Entry' form. At the top left, there are navigation links: 'CTSIHPRG / CTS025: Confined Space Entry / CTS025: Confined Space Entry List / CTS025 - Request a New Entry'. Below the navigation, there are two buttons: 'Cancel' and 'Save and Continue'. The 'Save and Continue' button is highlighted with a red box. The form contains several sections with labels like 'Confined Space Entry Requirement MessagesMessage 07', 'SAE Authorizing Entry', 'Organization', 'Confined Space ID', 'Work Strategy', 'Anticipated Start Date', 'Stop Date', 'Start Time', and 'Stop Time'. There is also a text area for 'Confined Space Entry Requirement MessagesMessage 21' with the text 'comments about entry requirement'.

Copy

Click radio button to select a record on the list.
Click the **Copy** button.

The screenshot shows the 'Confined Space Entry List' table. At the top, there are navigation links: 'CTSIHPRG / CTS025: Confined Space Entry / CTS025: Confined Space Entry List'. Below the navigation, there is a 'Date Range' dropdown set to 'LAST 3 MONTHS'. There are several buttons: 'Request New Entry', 'Edit Entry Form', 'Copy', 'Change Status', 'Attachments', 'Hazard Control Report', 'Entry Detail Report', and 'Delete Checked'. The 'Copy' button is highlighted with a red box. Below the buttons, there is a search bar and a 'Go' button. The table has 6 columns: 'Entry-Permit ID', 'Start Date', 'Status', '# Attachments', 'Entry Classification', 'Contact', 'Special Rescue or Equipment', 'Q1', 'Q2', 'Q3', 'Organization', and 'Space ID'. The first row is selected, and its radio button is highlighted with a red circle. The table contains 6 rows of data.

	Entry-Permit ID	Start Date	Status	# Attachments	Entry Classification	Contact	Special Rescue or Equipment	Q1	Q2	Q3	Organization	Space ID
<input checked="" type="radio"/>	CSP20230006	26-APR-2023	APPROVED FOR USE	-	-	SYSTEM	comments about entry requirement				IHSL1 IHSL1	CS0000008
<input type="radio"/>	CSP20230008	08-MAR-2023	APPROVED FOR USE	-	-	BROWN	XXXX				ADMIN ADMIN	CS0000008
<input type="radio"/>	CSP20230007	08-MAR-2023	ENTRY COMPLETE	-	-	SYSTEM					IHSL1 IHSL1	CS0000008
<input type="radio"/>	CSP20230006	08-MAR-2023	APPROVED FOR USE	-	-	BROWN	XXXX				ITL1 ITL1	CS0000010
<input type="radio"/>	CSP20230005	08-MAR-2023	APPROVED FOR USE	-	-	BROWN	XXXX				ITL1 ITL1	CS0000010
<input type="radio"/>	CSP20230004	31-JAN-2023	APPROVED FOR USE	-	-	COX	Update				MEDICAL MEDICAL	SPACE00

Edit/add details. Click the **Save and Continue** button.

Change Status

Click radio button to select a record on the list.

Click the **Change Status** button.

CTS025: Confined Space Entry List

Date Range: LAST 3 MONTHS

Request New Entry | Edit Entry Form | Copy | **Change Status** | Attachments | Hazard Control Report | Entry Detail Report

Q Go Rows: 100 Actions

1 - 7 of 7

	<input type="checkbox"/>	Edit Entry Form	Entry-Permit ID	Start Date	Status	# Attachments	Entry Classification	Contact	Special Rescue or Equ
<input checked="" type="radio"/>	<input type="checkbox"/>		CSP20230011	24-APR-2023	APPROVED FOR USE	-	-	SYSTEM	
<input type="radio"/>	<input type="checkbox"/>		CSP20230010	24-APR-2023	APPROVED FOR USE	-	-	WORKER	
<input type="radio"/>	<input type="checkbox"/>		CSP20230008	08-MAR-2023	APPROVED FOR USE	-	-	BROWN	XXXX
<input type="radio"/>	<input type="checkbox"/>		CSP20230007	08-MAR-2023	ENTRY COMPLETE	-	-	SYSTEM	

Select *New Status* using pulldown menu.

CTS025 - Change Status

ID	Begin	End	Status	Contact	Badge ID
CSP20230009	24-APR-2023	25-APR-2023	APPROVED FOR USE	SYSTEM	ITBADGE

Cancel | **Save and Continue**

Current Status: APPROVED FOR USE

New Status: (dropdown menu open)

- CANCELLED
- NEEDS REVIEW
- APPROVED FOR USE
- ENTRY COMPLETE
- CLOSED

Attachments

Click radio button to select a record on the list.

Click the **Attachments** button.

CTS025: Confined Space Entry List

Date Range: LAST 3 MONTHS

Request New Entry | Edit Entry Form | Copy | Change Status | **Attachments** | Hazard Control Report | Entry Detail Report | Delete Checked

Go Rows: 100 Actions

<input type="checkbox"/>	Edit Entry Form	Entry-Permit ID	Start Date	Status	# Attachments	Entry Classification	Contact	Special Rescue or Equipment	Q1	Q2	Q3	Organization	Space ID
<input checked="" type="radio"/>		CSP20230006	24-APR-2023	APPROVED FOR USE	0	-	SYSTEM	comments about entry requirement				HSL19-HSL1	CS0000008
<input type="radio"/>		CSP20230006	03-MAR-2023	APPROVED FOR USE	0	-	BROWN	XXXX				ADMIN ADMIN	CS0000008
<input type="radio"/>		CSP20230007	03-MAR-2023	ENTRY COMPLETE	0	-	SYSTEM					HSL19-HSL1	CS0000008
<input type="radio"/>		CSP20230006	03-MAR-2023	APPROVED FOR USE	0	-	BROWN	XXXX				ITL1 ITL1	CS0000010
<input type="radio"/>		CSP20230005	03-MAR-2023	APPROVED FOR USE	0	-	BROWN	XXXX				ITL1 ITL1	CS0000010
<input type="radio"/>		CSP20230004	31-JAN-2023	APPROVED FOR USE	0	-	COX	Update				MEDICAL MEDICAL	SPACED

Click the **Click Here To Browse...** button to select file.

Click **Save and Continue** button.

Upload your files, then click the Save and Continue button to save and return to the previous screen.

Click Here To Browse and Choose a File. Press and hold the CTRL to Choose Multiple Files. Then Click Save and Continue
Select or drop files here.

Cancel | Clear Load List | **Save and Continue**

Print Reports

Click radio button to select a record on the list.

Click the **Hazard Control Report** and **Entry Detail Report** buttons to view reports in a new browser tab.

CTS025: Confined Space Entry List

Date Range: LAST 3 MONTHS

Request New Entry | Edit Entry Form | Copy | Change Status | Attachments | **Hazard Control Report** | **Entry Detail Report** | Delete Checked

1 - 8 of 6

<input type="checkbox"/>	Edit Entry Form	Entry-Permit ID	Start Date	Status	# Attachments	Entry Classification	Contact	Special Rescue or Equipment	Q1	Q2	Q3	Organization	Space ID
<input checked="" type="checkbox"/>		CSP20230006	24-APR-2023	APPROVED FOR USE	0	-	SYSTEM	comments about entry requirement				HRG 11/EEL 1	CS000008

Entry ID

CSP20230006 **DAILY**

10005 BROWN

Work description

Description of work strategy

GROUND

Hazard description

NONE

Hazard controls

NONE

Time and Dates

Anticipated Start **End Date**

08-MAR-2023 0100 10-MAR-2023 1500

Section 1: When is entry and for what space		
Entry ID: CSP20230006 DAILY		
Space: CS0000010 CONFINED SPACE		
SAE authorizing entry: 10005 BROWN, C		
Organization: ITL1 ITL1		
Anticipated Start: 08-MAR-2023 0100		
End Date: 10-MAR-2023 1500		
Confined Space Entry Requirement MessagesMessage 21		
XXXX		
Section 2: Work strategy, hazards and controls		
Work strategy and entry classification		
-> DAILY		
Description of work		
GROUND		
Potential hazards for work		
NONE		
Description of controls to mitigate potential hazards		
NONE		
Section 3: Checklist questions		
	Confined Space Entry Requirement MessagesMessage 15	
	Confined Space Entry Requirement MessagesMessage 16	
	Confined Space Entry Requirement MessagesMessage 17	
Section 4: People involved		
Name	Badge	Role
BROWN, C	10005	SUPERVISOR AUTHORIZING ENTRY (SAE)

Close browser tab(s) when finished viewing report(s).

Delete An Existing Entry

Click a checkbox to select a record.
Click **Delete Checked** button.

CTS025: Confined Space Entry List

Date Range: LAST 3 MONTHS

Request New Entry | Edit Entry Form | Copy | Change Status | Attachments | Hazard Control Report | Entry Detail Report | **Delete Checked**

1 - 5 of 5

	<input type="checkbox"/>	Edit Entry Form	Entry Permit ID	Start Date	Status	# Attachments	Entry Classification	Contact	Special Release or Equipment	Q1	Q2	Q3	Organization	Space ID
	<input type="checkbox"/>		CSP0220003	03-MAR-2023	APPROVED FOR USE	-	-	BROWN	XXXX				ADMIN ADMIN	C0000003
	<input type="checkbox"/>		CSP0220007	03-MAR-2023	ENTRY COMPLETE	-	-	SYSTEM					HS-L1 HSL1	C0000007
	<input checked="" type="checkbox"/>		CSP0220006	03-MAR-2023	APPROVED FOR USE	-	-	BROWN	XXXX				ITL1 ITL1	C0000006
	<input type="checkbox"/>		CSP0220005	03-MAR-2023	APPROVED FOR USE	-	-	BROWN	XXXX				ITL1 ITL1	C0000005
	<input type="checkbox"/>		CSP0220004	31-JAN-2023	APPROVED FOR USE	-	-	COX	Upgrade				MEDICAL MEDICAL	SPACED

1 - 5 of 5

Click **OK** in alert box to confirm delete.

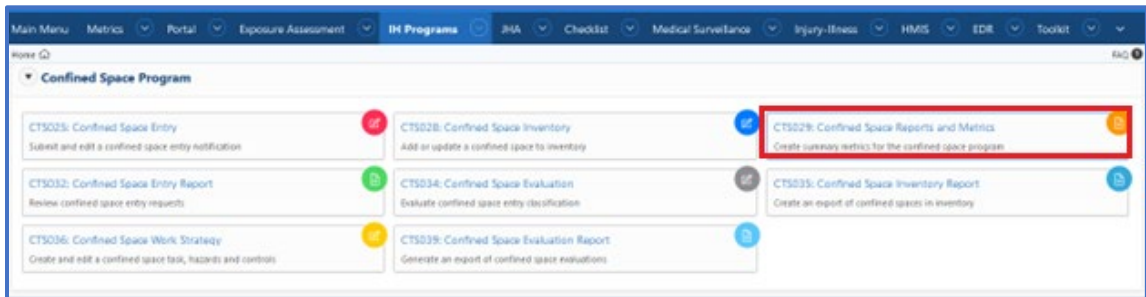
Click *CTSIHPRG* / breadcrumb to return to the IH Programs Menu.

Chapter 5 – CTS027: Confined Space Entry Permit

This feature is currently in development. Upon its completion, this manual will be updated accordingly.

Chapter 6 – CTS029: Confined Space Process Metrics

From **IH Programs** menu, under *Confined Space Program* submenu, click **CTS029: Confined Space Process Metrics** button.



Confined Space Reports and Metrics is a useful area to obtain, sort, download, or print *Entry/Permit*, *Space Inventory*, or *Space Evaluation* data.

