

**WAC 296-307-65006 Keep and review your entry permits.**

**You must:**

- Keep entry permits for at least one year.
- Keep entry permits or other atmospheric monitoring records that show the actual atmosphere an employee entered or worked in, as employee exposure records.
- Review your permit-required confined space entry program as follows:
  - Conduct a review when you have any reason to believe your entry program may not protect employees, and revise your program before allowing subsequent entries.

**Note:** Examples of circumstances requiring the review of your program include the following:

- There is unauthorized entry of a permit space.
- A permit space hazard not covered by the permit is found.
- A condition prohibited by the permit occurs.
- An injury or near-miss occurs during entry.
- There is a change in the use or configuration of a permit space.
- An employee complains about the effectiveness of the program.

**You must:**

- Review canceled entry permits within one year following each entry to evaluate:
  - Your permit-required confined space program.
  - The protection provided to employees entering permit-required confined spaces.
- Update your written permit-required confined space entry program as necessary.

**Note:** Employers may perform a single annual review covering all entries performed during a twelve-month period. If no entry is performed during a twelve-month period, no review is necessary.

[Statutory Authority: RCW 49.17.010, 49.17.040, 49.17.050, 49.17.060. WSR 05-01-166, § 296-307-65006, filed 12/21/04, effective 4/2/05.]