THE PORT AUTHORITY OF NY & NJ

CONTRACTOR PERMIT REQUIRED CONFINED SPACE NOTIFICATION PA 3745C / 08-10

Hand print in ink. (See instructions) FACILITY:

Requested By: Print Name Signature	Company Name/Telephone Number:
Exact Location of Confined Space:	Contract Number
Purpose of Entry:	
Prepared By: Chief Maintenance Supervisor/Designee (CMS/D) Print Name Signature	Date:

In accordance with 29 CFR 1910.146 (c) (8) (i) the issuance of this form explicitly states that the ensuing work involves entry into a Permit-Required Confined Space. Entry into this space is allowed only through compliance with the OSHA standard Permit-Required Confined Spaces, 29 CFR 1910.146.

A copy of this form shall be given or faxed (with verification of receipt) to the Police desk and/or Communications desk, and the local PAPD Tour Commander to alert personnel of work being performed in a PRCS.

PRE-ENTRY CHECKLIST

	YES	N/A		YES	N/A
Contractor informed of the elements, including the hazards identified that make the space permit required	☐	☐	Contractor personnel and Port Authority personnel will be working in or near permit spaces requiring joint entry operations	☐	☐
Contractor informed of precautions or procedures implemented for the protection of employees.	☐	☐	Contractor has obtained available information regarding permit space hazards and entry operations	☐	☐

IN THE EVENT OF AN EMERGENCY CONTACT: _____

(COMPLETED BY CHIEF MAINTENANCE SUPERVISOR/DESIGNEE)

1. Your name and company name.
2. Location, including cross streets.
3. Phone number from which you are calling.
4. This is a confined space operations. You need a rescue service.
5. Number of victims; conditions of victims if known.
6. Type of entry (manhole, door, etc.).
7. Any known conditions in the space (gas readings, flooding)

I UNDERSTAND THE ABOVE INFORAMTION AND WILL ADHERE TO ALL RULES AND REGULATIONS MANDATED BY THE OSHA STANDARD FOR PERMIT REQUIRED CONFINED SPACES.

Print Full Name/Title Contractor Representative	Signature/Contract Number	Date

THE CONTRACTOR IS OBLIGED TO INFORM THE PORT AUTHORITY OF ANY HAZARD CONFRONTED OR CREATED IN THE PERMIT SPACE BY USING THE SPACE BELOW.

Distribution: Copy 1. Completed PA 3745C and completed Contractor's Permit to Risk Management, PATC 43.
Copy 2. Retained by Facility CSM/D.

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PERMIT REQUIRED CONFINED SPACE RULES

1. No work shall be performed in any designated Permit Required Confined Space (PRCS) without acknowledgement by the Chief Maintenance Supervisor or his/her designee.

2. Contractors must complete the reverse side of this notification document and ensure that all contract personnel or subcontractor personnel are equipped and trained in accordance with OSHA 29 CFR 1910.146

3. Contractors will ensure monitoring is performed prior to entry into a PRCS. A copy of the contractors confined space entry permit shall be prominently posted outside or above the work site for the duration of the job.

4. Contractors are reminded that should the nature of the work being performed in the permit required confined space change or if all the employees working change during the performance of the task described on the contractor's permit, a new revised notification document and contractor's permit is necessary.

CONTRACTORS SAFETY PRECAUTIONS AND REQUIREMENTS

1. The contractor must provide a copy of its Confined Space Entry Program that meets or exceeds OSHA confined space entry requirements to the Facility Manager or the Chief Maintenance Supervisor and/or the Resident Engineer Office Construction Inspectors prior to the commencement of work. The contractor is responsible for furnishing all necessary equipment including monitoring devices, and the required Confined Space Entry Permit required under 29 CFR 1910.146. The contractor's Permit Required Confined Space Entry Permit is to be posted in a conspicuous manner prior to entering the Port Authority Permit Required Confined Space (PRCS).

2. The contractor must assure that all safety precautions and requirements are implemented prior to the commencement of work inside the PRCS. Examples of these safety precautions and requirements are appropriate site protection, air monitoring prior to and while inside the permit space, appropriate ventilation equipment is utilized, electrical and mechanical systems have been de-energized and locked/tagged out and all other appropriate personal protective equipment (PPE) is furnished and utilized by contract personnel.

3. The contractor is responsible for making notifications to the Port Authority High Tension System Operator to coordinate activities if necessary.

4. Neither this notification document nor any act or omission of the Port Authority shall be construed to impair the obligations of any person under or in connection with any agreement or contract with the Port Authority or in connection with the work done.

5. The contractor shall not do or permit to be done any act or thing which will invalidate or conflict with any insurance policy covering any area which the Contractor enters upon, and the Contractor shall promptly observe, comply with and execute the provisions of any and all present and future rules, regulations, orders, and directions of the New York Board of Fire Underwriters, New York Fire Insurance Exchange, or if the work area is located in New Jersey, the National Board of Fire Underwriters, the Fire Insurance Rating Organization of New Jersey, or of any other board or organization exercising or which may exercise, similar functions which may pertain or apply to the operations of the Contractor hereunder.

6. The contractor fully understands that certain areas owned or leased to the Port Authority are in turn leased or licensed to third parties. In the event that the contractor's work requires access to any of these areas arrangements must be made with the Port Authority property representative at the facility.

7. The contractor shall observe and obey (and compel its officers, members, employees, agents subcontractors, and other persons doing business with it to observe and obey the present and future "Rules and Regulations" of the Port Authority, and all Federal, State, County and Municipal rules, regulations and guidelines and laws.

8. Work being performed in PRCS is subject to immediate suspension by the Port Authority upon oral or written notice if, in the opinion of the Port Authority Resident Engineer's Office staff or Safety Inspectors/Engineers, such action is deemed justifiable to protect life or property.

9. Upon completion of work or when shift ends, the contractor shall return their concelled entry permit to a Port Authority Representative.