

**ANNOUNCEMENT OF
THE DEPARTMENT OF LABOUR PROTECTION AND WELFARE
ON CRITERIA, PROCEDURES AND TRAINING CURRICULUM
ON OCCUPATIONAL SAFETY IN CONFINED SPACE
(DATED 29 SEPTEMBER B.E. 2549) (2006)**

Whereas Clause 21 of the Ministerial Regulations on the Standard of Administration and Management of Occupational Safety, Health and Work Environment in Confined Space B.E. 2547 (2004) provides for the employer to arrange trainings on occupational safety in confined space to every employee who is working in confined space, including the persons involved, to have knowledge and understanding about the skills necessary for safe working condition according to the assigned duty, together with operational methods and procedures upon the criteria, procedure and curriculum as prescribed by the Director-General.

By virtue of Clause 21 of the Ministerial Regulation on the Standard of Administration and Management of Occupational Safety, Health and Work Environment in Confined Space B.E. 2547 (2004), the Director-General of the Labor Protection and Welfare hereby issues the Announcement as follows:

Clause 1

This Announcement shall be called the "Announcement of the Department of Labor Protection and Welfare on Criteria, Procedure and Training Curriculum on Occupational Safety in Confined Space".

Clause 2

This Announcement shall come into force on and from the date of its announcement.

Clause 3

The Announcement of the Department of Labor Protection and Welfare on Criteria, Procedure and Training Curriculum on Occupational Safety in Confined Space dated 31 January 2005 shall be repealed.

**CHAPTER 1
CRITERIA AND PROCEDURE OF TRAINING**

Clause 4

An employer shall manage to provide training on occupational safety in confined space to the persons who are responsible for license issuance; supervisors, helpers and operators working in confined space, in accordance with the criteria, procedure, training courses, and to resource persons as prescribed in this Announcement.

In case an employer is not able to provide training on occupational safety in confined space to the persons pursuant to the preceding paragraph, the employer shall arrange for the mentioned persons to receive the training with the organization of the Department of Labor Protection and Welfare; or with an organization providing an occupational safety in confined space training, which is registered with the Department of Labor Protection and Welfare.

Clause 5

In conducting a training course on occupational safety in confined space, the organizer of the training shall proceed as follows:

- (1) Inform the schedule of training to the Director-General, or to a person designated by the Director-General for not less than seven days prior to organizing of the training.
- (2) Arrange for the trainees to attend full time of the scheduled training course.
- (3) Arrange for evaluation and assessment of the trainees.
- (4) Accredite the trainees who have passed the training with a training certificate.

Clause 6

For theoretical course, the organizer of a training course on the occupational safety in confined space shall provide one training room with the accommodating capacity of not more than thirty trainees and at least one training resource person; and, in the practical training course, there shall be at least one training resource persons per fifty trainees.

Clause 7

In conducting a practical training course, every trainee shall thoroughly undergo the training in real location or in a training venue similar to the real training location and receive a practice on how to use the equipment as used in the training.

Clause 8

The list of the practical training equipment shall at least comprise the followings:

- (1) The gauge to measure the quantity of oxygen in the atmosphere.
- (2) The gauge to measure the lower flammable limit or lower explosive limit or the level of other chemical.
- (3) The instrument to measure the intensity of chemical substances in the atmosphere.
- (4) A portable fire-extinguisher.
- (5) Personal protective equipment according to the curriculum contents of the training course, which at least shall comprise self-contained Breathing Apparatus assisting equipment and rescue equipment appropriate to the nature of work.

In case an employer organizes a training course, the employer shall choose to use an appropriate chemical intensity gauge which is appropriate to the chemical substances present in the place of business.

CHAPTER 2 TRAINING CURRICULUM

Clause 9

Training courses on occupational safety in confined space shall comprise the followings:

- (1) A training course for granting permission.
- (2) A training course for assistant.
- (3) A training course for supervisors.
- (4) A training course for operators working in confined space.
- (5) A training course for granting permission, supervisors, assistant, and operators working in confined space.

Clause 10

The training courses on occupational safety in confined space according to Clause 9 shall comprise basic subjects with the total training period of six hours as follows:

- (1) One hour of training on legislation in relation to occupational safety in confined space.
- (2) One hour of training on meanings, types, categories of confined space, and hazards of exposure to confined space.
- (3) One hour of training on evaluation of working condition and preparation for working in confined space.
- (4) One hour of training on the method of correct and safe working in confined space.
- (5) One hour of training on personal protective equipment.
- (6) Thirty minutes of training on permission application system to work in confined space and application for termination of permission to work in confined space.
- (7) Thirty minutes of training on duty and responsibility of the persons who issue granting permission, supervisors, assistant, and operators working in confined space.

Clause 11

The training curriculum for granting permission shall comprise the subjects and period of training pursuant to Clause 10.

Clause 12

The theoretical training curriculum for supervisors shall comprise the following subjects with the total of nine hours of training period:

- (1) Basic subjects and the training period pursuant to Clause 10.
- (2) One hour of training on inspection techniques of the air condition in confined space.
- (3) One hour of training on air ventilation techniques.
- (4) Thirty minutes of training on issuing an order for temporary work stoppage.
- (5) Thirty minutes of training on work planning and prevention of dangers from working in confined space.

The practical training session shall not be less than three hours period.

Clause 13

The theoretical training curriculum for assistant shall comprise relevant subjects and the total training period of ten hours as follows:

- (1) Basic subjects and the training period pursuant to Clause 10.
- (2) One hour of training on inspection techniques of the air condition in confined space.
- (3) One hour of training on air ventilation techniques.
- (4) Thirty minutes of training on dangers that may occur in case of emergency and method of avoiding dangers.
- (5) Thirty minutes of training on the basic of fire-extinguishing.
- (6) Thirty minutes of training on provision of assistance and rescue operation.
- (7) Thirty minutes of training on first-aid and preliminary assistance.

The practical training session shall not be less than five hours period.

Clause 14

The theoretical training curriculum for the operators working in confined space shall comprise the subjects and the total training period of nine hours as follows:

- (1) Basic subjects and the training period pursuant to Clause 10.
- (2) One hour of training on inspection techniques of the air condition in confined space.
- (3) One hour of training on air ventilation techniques.
- (4) Thirty minutes of training on dangers that may occur in case of emergency and method of avoiding dangers.
- (5) Thirty minutes of training on the basic of fire-extinguishing.

The practical training session shall not be less than three hours period.

Clause 15

The training course for persons who grant permission, to the supervisors, the assistant and operators working in confined space shall comprise the subjects and the total training time of eleven hours as follows:

- (1) Basic subjects and the training period pursuant to Clause 10.
- (2) One hour of training on inspection techniques of the air condition in confined space.
- (3) One hour of training on air ventilation techniques.
- (4) Thirty minutes of training on dangers that may occur in case of emergency and method of avoiding dangers.
- (5) Thirty minutes of training on issuing an order for temporary work stoppage.
- (6) Thirty minutes of training on work planning and prevention of dangers from working in confined space.
- (7) Thirty minutes of the basic of fire-extinguishing.
- (8) Thirty minutes of training on provision of assistance and rescue operation.
- (9) Thirty minutes of training on first-aid and preliminary assistance.

The practical training session shall not less than five hours period

CHAPTER 3 TRAINERS

Clause 16

A resource person who conducts a theoretical training session shall possess at least one of the following qualifications:

- (1) Holds not lower than Bachelor Degree in occupational health or equivalent subject.
- (2) Be or used to be a safety officer in professional level having undergone a training on occupational safety in confined space for not less than twelve hours, and has the experience in working in confined space for not less than two years.
- (3) Be or used to be a safety officer in supervisory level for not less than three years; having undergone training on occupational safety in confined space for not less than twelve hours, and has experienced working in confined space for not less than three years.

- (4) Be a knowledgeable and experienced person in performing work in confined space for not less than five years.
- (5) Has completed the education in or undergone the training on the lectured subjects.
- (6) Passes the training course for trainers in relation to work safety in confined space which is recognized by the Department of Labor Protection and Welfare.

Clause 17

A resource person who conducts a practical training course shall possess at least one of the following qualifications:

- (1) Holds not lower than Bachelor Degree in occupational health or equivalent subject; and shall have the experience of working in confined space for not less than one year;
- (2) Be or used to be a safety officer in professional level and has passed the training course on occupational safety in confined space for not less than twelve hours; and has the experience in working in confined space for not less than two years;
- (3) Be or used to be a safety officer in supervisory level for not less than three years; and has passed the training course on occupational safety in confined space for not less than twelve hours; and has the experience of working in confined space for not less than three years;
- (4) Be a knowledgeable and experienced person in performing work in confined space for not less than five years;
- (5) Has completed the education in or undergone training on the lecturing subjects and has the experience of working in the area of the lectured Subject for not less than five years.
- (6) Passes the training course for trainers in relation to occupational safety in confined space which is recognized by the Department of Labor Protection and Welfare; and shall have the experience of working in Confined Space at least one year.

CHAPTER 4

REGISTRATION OF TRAINING ORGANIZATIONS

Clause 18

An organization which is eligible to register as a training organization on occupational safety in confined space shall be as follows:

- (1) A public or a private educational institute which introduces the curriculum of occupational health or equivalent subject;
- (2) A government organization which has the status of a juristic person;
- (3) A state enterprise under the law governing the State Enterprise Labor Relations;
- (4) A juristic person established under the Civil and Commercial Code, the law governing the public limited company, or the law governing the founding of other juristic persons which have the objective to organize trainings on occupational safety;
- (5) Other organizations as prescribed by the Director-General.

Clause 19

A training organization on occupational safety in confined space shall possess the qualifications and shall not possess forbidden characteristics as follows:

- (1) Has at least one person possessing not lower than bachelor degree to administer and manage a training;
- (2) Has at least one resource person possessing qualifications pursuant to Clause 16 or Clause 17 who works full time in the training organization on occupational safety in confined space;
- (3) Has training documents containing the contents and the details pursuant to the registered curriculum of occupational safety in confined space.
- (4) Has appropriate training equipment on occupational safety in confined space as specified in the registration.
- (5) Its registration or certification has never been revoked, unless after three years of the revocation of the registration or certification.
- (6) Do not have any person who is or who used to be an authorized director acting for and on behalf of the training organization on occupational safety in confined space whose registration or certification was revoked, unless after three years of the revocation of the registration or certification.

Clause 20

An organization wishing to apply for registration as a registered training organization on occupational safety in confined space shall submit the application form, together with the following documents to the Director-General, or to the person designated by the Director-General.

- (1) Photocopies of the documents showing the status of the organization pursuant to Clause 18;
- (2) A photocopy of the identification card of the authorized person acting for the organization;
- (3) A photocopy of the house registration of the authorized person acting for the organization;
- (4) A photocopy of the Articles of Association showing the business objectives of the juristic person, or the objectives of establishing the organization;
- (5) A map of the organizations location;
- (6) A map of a practical training site's location;
- (7) List of documents showing qualifications of the persons who are in charge of administering and managing training activities;
- (8) List of documents showing qualifications of trainers including a certificate attesting to be the trainers of the organization;
- (9) Training documents containing the contents and the details pursuant to the registered curriculum of occupational safety in confined space.
- (10) List of equipment applicable to training activities pursuant to Clause 8.

The authorized person acting for the organization is to sign to certify the correctness of the photocopies of the documents pursuant to preceding paragraph.

Clause 21

When the application is filed pursuant to Clause 20 and the Director - General considers that the applicant possesses the qualifications and does not have forbidden characteristics pursuant to Clause 19, the Director-General shall proceed to register the applicant as a training organization on occupational safety in confined space, and to issue a certificate of registration together with a notice to the applicant for acknowledgement within five days from the date of registration.

In case the applicant is considered unqualified, or has any of forbidden characteristics pursuant to Clause 19, the Director-General shall give a notice to the applicant for acknowledgement as soon as possible.

Clause 22

In case the registered training organization on occupational safety in confined space, pursuant to Clause 21, subsequently appears unqualified, or if it has any of forbidden characteristics pursuant to Clause 19, the Director-General shall manage to revoke the registration.

Clause 23

In the case of the change of its location, the status of the organization, the trainers; or any other change of those indicated in the Application for Registration, the training organization on occupational safety in confined space which is registered pursuant to Clause 21 shall deliver documents showing such change to the Director-General, or to the person designated by the Director-General, within thirty days as from the date of such changes.

Clause 24

The registration as the training organization on occupational safety in confined space shall be valid for three years as from the date of registration.

The registered training organization on occupational safety in confined space may apply to renew the registration with the Director-General, or a person designated by the Director-General for not less than fifteen days prior to the expiration of the registration; and for this purpose, the provisions of Clause 19, 20 and 21 shall be applicable for renewal of the registration, on mutatis mutandis basis.

CHAPTER 5 SUPERVISION

Clause 25

The employer shall make a name-list of the trainees specifying the date and time of trainings, together with the name-list of the trainers to be kept at the workplace or the employer's office to be available for inspection by a labor inspector at all time.

Clause 26

The employer shall prepare a report on the result of the training pursuant to Clause 4, comprising the title of the training course, number of trainees, name of resource persons, date and time of training, for presenting to the Director-General or the person designated by the Director-General at least once a year, except for the year that no trainings have been conducted.

Clause 27

The training organization on occupational safety in confined space shall prepare a name-list of trainees and documents relating to each training evaluation which has to be certified by the trainers before presenting to the Director-General or the person designated by the Director-General within thirty days after completion of the training.

Clause 28

The Director-General or the person designated by the Director-General has power to enter a registered training organization on occupational safety in confined space, to make an enquiry on facts, to inspect, or to supervise to ensure that the registered training organization accordingly comply with this Announcement.

The concerned persons shall provide convenience, make clarification on the facts, and deliver related things or documents for the Director-General, or the person designated by the Director-General in performing duties as pursuant to preceding paragraph.

Clause 29

In case a training organization on occupational safety in confined space violates, or does not comply with this Announcement, the Director-General or the person designated by the Director-General shall have power to take the following actions:

- (1) Issue a warning notice to require proper compliance within prescribed time;
- (2) Issue an order for temporary stoppage of the operation;
- (3) Revoke the registration.

PROVISIONAL CLAUSE

Clause 30

The persons who have undergone the training courses for granting permission; supervisors, assistant, or operators working in confined space pursuant to the Announcement of the Department of Labor Protection and Welfare on Procedures and Training Curriculum on Occupational Safety in Confined Space dated 31 January 2005, prior to the date on which this Announcement comes into force, shall be deemed the persons who have passed the training courses for granting permission; supervisors, assistant or operators working in confined space pursuant to this Announcement.

Clause 31

The training organization on occupational safety in confined space, which has been granted the certificates under the Announcement of the Department of Labor Protection and Welfare on Criteria, Procedures and Training Curriculum on Occupational Safety in Confined Space dated 31 January 2005, shall be deemed a registered training organization under this Announcement until expiration of the certificate.

Clause 32

The persons who have undergone the training courses for resource persons on occupational safety in confined space which is accredited by the Department of Labor Protection and Welfare pursuant to the Announcement of the Department of Labor Protection and Welfare on Criteria, Procedures and Training Curriculum on Occupational Safety in Confined Space dated 31 January 2005 before or after this Announcement comes into force, and those who have undergone the training session on or before 3 November 2006, shall be deemed that such persons are qualified resource persons to conduct practical training pursuant to this Announcement.

Given on this 29th day of September B.E. 2549 (2006)

(Mr. Padungsak Thephasdin Na Ayutthaya)

Director-General

Department of Labor Protection and Welfare

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