For every designated confined space entry there are roles assigned to the work team. These include:

- Person/s entering
- Stand-by person/s
- Responsible person

The people in each of these roles must be aware of their duties and be able to perform them.

The responsible person is responsible for:

- planning for a confined spaces entry permit.
- knowing the hazards of the space.
- deciding on all control measures, such as lockout/tagout, isolation and ventilation.
- arranging for rescue services.
- removing unauthorized individuals.
- authorizing the beginning and end of the confined spaces entry permit.