

respirators are stored so as to protect them from damage, contamination, dust, sunlight, extreme temperatures, excessive moisture and damaging chemicals. They are stored in sanitary compartments to prevent deformation of the face piece and exhalation valve. All employees are instructed how to properly store the respirator in training.

2. Emergency respirators shall be kept accessible to the work area stored in compartments that are clearly marked as containing emergency respirators; and they are stored in accordance with applicable manufacturer instructions.

D. Inspection

1. In order to assure the continued reliability of respiratory equipment, it must be inspected on a regular basis. The frequency of inspection is related to the frequency of use. Management requires the following frequencies for inspection:

Respirator type:	Inspected at the following frequencies:

2. In order to meet these intervals, we have created the following schedule(s) to be used for each respirator type:

X. REPAIRS

- A. Management requires that all respirator repairs are performed by the manufacturer or qualified source. Respirators that fail an inspection or are otherwise found to be defective are removed from service and are adjusted, repaired or discarded in accordance with the following procedures:

1. Repairs or adjustments to respirators are to be made only by persons appropriately trained to perform such repairs and only with the respirator manufacturer's NIOSH-approved parts designed for the respirator;
2. Repairs must be made according to the manufacturer's recommendations and specifications for the type and extent of repairs to be performed; and

3. Reducing and admission valves, regulators and alarms must be adjusted or repaired only by the manufacturer or a technician trained by the manufacturer.

B. Other respirator maintenance:

Management ensures that the manufacturer performs additional respirator maintenance procedures and schedules as per the required standards or manufacturers recommendations:

1. Maintenance schedules per the recommended manufacturer's specifications.
2. Flow/functional test per manufacturer's specifications.
3. Breathing air cylinder hydrostatic re-qualification per the required standards.

XI. AIR QUALITY PROCEDURES

A. When atmosphere-supplying respirators are being used to protect employees, it is essential to ensure that the air supply is of sufficiently high quality. Management ensures that a copy of the most recent Breathing Air Quality Analysis is available to ensure that the air meets the specifications for Type 1-Grade D Breathing Air. The results of the most recent test shall be maintained on file.

B. Compressed breathing air must meet at least the requirements for Type 1-Grade D breathing air described in ANSI/Compressed Gas Association Commodity Specification for Air, G-7.1-1989, to include:

1. Oxygen content (v/v) of 19.5-23.5%;
2. Hydrocarbon (condensed) content of 5 milligrams per cubic meter of air or less;
3. Carbon monoxide (CO) content of 10 ppm or less;
4. Carbon dioxide content of 1,000 ppm or less; and
5. Lack of noticeable odor.

C. Cylinders Used to Supply Breathing Air to Respirators:

1. Cylinders must be tested and maintained as prescribed in the Shipping Container Specification Regulations of the Department of Transportation (49 CFR 173 and 178).

2. Cylinders of purchased breathing air must have a certificate of analysis from the supplier that the breathing air meets the requirements for Type 1-Grade D breathing air.
3. The moisture content in the cylinder must not exceed a dew point of -50 deg. F (-45.6 deg. C) at 1 atmosphere pressure.

XII. TRAINING

- A. Employee training is an important part of the respiratory protection program and is essential for correct respirator use. The training objective is to ensure employee comprehension and understanding of all elements of the program.
- B. Respirator training shall be presented in lecture and practical hands-on training and is two-fold covering both the:
 1. Respiratory hazards to which the employees are potentially exposed during routine and emergency situations, and
 2. Proper use of respirators, including putting on (donning) and removing (doffing), any limitations on their use, cleaning, inspection, maintenance and storage.
- C. Training is provided prior to requiring an employee to use a respirator in the workplace.
- D. All employees who are qualified for respirator use receive training annually. Retraining is provided when the following situations occur:
 1. Changes in the workplace or the type of respirator render previous training obsolete;
 2. Inadequacies in the employee's knowledge or use of the respirator indicate that the employee has not retained the requisite understanding or skill; or
 3. Any other situation arises in which retraining appears necessary to ensure safe respirator use.
- E. Employees are trained sufficiently to be able to demonstrate comprehension and understanding of all elements of the program: Including but not limited to the following outlined topics to be covered.
 1. Why the respirator is necessary and how improper fit, usage or maintenance can compromise the protective effect of the respirator.
 2. What the limitations and capabilities of the respirator are.
 3. How to use the respirator effectively in emergency situations, including situations in which the respirator malfunctions.

4. How to inspect, put on, remove, use and check the seals of the respirator.
5. What the procedures are for maintenance and storage of the respirator.
6. How to recognize medical signs and symptoms that may limit or prevent the effective use of respirators.
7. The general requirements of 29 CFR 1910.134.

XIII. PROGRAM EVALUATION

- A. Management is committed to providing and maintaining safe equipment, processes and procedures and to responsibly train and manage employees to work in a safe manner. Strive for clear understanding, safe work practices and involvement in the Respiratory Protection Program from every level of the company.
- B. Management conducts an annual evaluation of the Respiratory Protection Program to ensure its effectiveness. If conditions should present themselves that warrant more frequent intervals, an evaluation of the program and any necessary revisions will be conducted at that time.
 1. Conducting evaluations of the workplace as necessary to ensure that the provisions of the current written program are being effectively implemented and that it continues to be effective.
 2. Regularly consulting employees who use respirators, to assess their views on program effectiveness and to identify any problems. Any problems that are identified during this assessment are corrected.
- C. Factors to assess include, but are not limited to:
 1. Respirator fit (including the ability to use the respirator without interfering with effective workplace performance)
 2. Appropriate respirator selection for the hazards to which the employee is exposed
 3. Proper respirator use under the workplace conditions the employee encounters
 4. Proper respirator maintenance

XIV. CONTRACTORS

When outside employers/contractors enter a facility to perform work requiring respiratory protection, Management will coordinate work operations according to the following procedures:

- A. When Management arranges to have contract employees perform work that requires respiratory protection, Management will require the contractor, at a minimum, to conform to the policies and procedures outlined in the OSHA 29CFR 1910.134 Respiratory Protection standard.
- B. Management shall inform the contractor that atmospheric hazards may be present. Management shall inform contractor of associated hazards, MSDSs and any air sampling data that may be available.
- C. Management shall inform the contractor of any precautions or procedures that have been implemented for the protection of employees in or near the atmospheric hazards or work area.
- D. Management shall coordinate work operations with the contractor when both company employees and contractor employees will be working in or near atmospheric hazards simultaneously.
- E. Management shall debrief the contractor at the conclusion of the work operations regarding the Respiratory Protection Program procedures followed and communicate any hazards confronted during work operations.
- F. The contractor shall be responsible for providing all necessary documents and equipment for their employees as set forth in the Respiratory Protection Program.

XV. APPENDICES - References

The following documents are helpful references:

29 CFR 1910.134, Respiratory Protection, and Appendices,
 42 CFR 84, Approval of Respiratory Protective Devices,
 ANSI Z88.2, Respiratory Protection,
 NIOSH Guide to Industrial Respiratory Protection
 NIOSH Guide to the Selection and Use of Particulate Respirators Certified
 Under 42 CFR 84 (4/23/96).

Appendix 2--Respiratory Protection Program Attachments

The following documents are attached to this Respiratory Protection Program:

Appendix A	QUALIFYING A RESPIRATOR WEARER
Appendix B	RESPIRATOR MEDICAL QUESTIONNAIRE
Appendix C	FIT TEST RECORD
Appendix D	VOLUNTARY USE OF REAPIRATOR

Procedures for Qualification for Respiratory Protection

Step 1 Respirator Wearer

Step 2 Complete Respiratory Protection
Medical Questionnaire
With appropriate Appendix E.

Note: This is a confidential medical record and will be viewed by the individual completing the form and the licensed health care professional (PLHCP) only.

Step 3 The PLHCP will submit written documentation of the recommendation regarding the employees' ability to wear the respirator.

Note: This recommendation will be submitted by the PLHCP to the employee and the Human Resources Coordinator only. The employee will be notified of the need for any necessary follow-up and will be required to make scheduling arrangements with the PLHCP.

3(a) **Any limitations to respirator use**

3(b) The need for follow-up medical Evaluations. (e.g. physical, Pulmonary function test, chest X-ray, blood work-up)

3(c) The PLHCP will submit written Documentation of the recommendation regarding the employees' ability to wear a respirator

Step 4 The employee is medically cleared for respirator use.

Step 5 Employee Respirator Training (documentation)

Step 6 Employee Respirator Fit Testing (documentation)

Step 7 Qualified Respirator Wearer

Step 8 Evaluate employee / program effectiveness