



STREETER
ASSOCIATES

SHARP MINDS. SUPERIOR CONSTRUCTION.



RESPIRATORY PROTECTION PROGRAM

TAB 8



TAB 8 ~ Table of Contents

I. Purpose	page 2
II. Scope and Application	page 2
III. Responsibilities	page 2
IV. Program Elements	page 3
V. Program Evaluation	page 6
VI. Documentation and Recordkeeping	page 7



1.0 Purpose

Streeter Associates, Inc. has implemented a Respiratory Protection Plan to protect employees from exposure to dust and organic vapors.

Engineering controls should be used whenever feasible. When engineering controls cannot be used effectively, respirators must be used.

Use of respirators N-95, N-99, & N-100 for exposure to dust on a voluntary basis will be allowed with the incorporation of Appendix D of the OSHA standard.

1. Scope and Application

This program applies only to employees who have been properly trained, medically cleared, fit tested and issued their individual respirators.

This program is administered at no cost to the employee.

2. Responsibilities

Safety Director

The Safety Director is responsible for administering the respiratory program.

Duties of the Safety Director include:

- Identifying work areas, processes or tasks that require workers to wear respirators, and evaluating hazards
- Selection of respiratory options
- Monitoring respirator use to ensure that respirators are used in accordance with their certifications.
- Arranging for and/ or conducting training
- Ensuring proper storage and maintenance of respiratory protection equipment.
- Conducting and/or arranging fit testing.
- Administering the medical surveillance program.
- Maintaining records required by the program.



- Evaluating the program.
- Updating written program, as needed.

The Corporate Safety Director for Streeter Associates, Inc. is Tim Ford.

Supervisors

Supervisors are responsible for ensuring that the respiratory protection program is implemented at their jobsites. In addition to being knowledgeable about the program requirements for their own protection, supervisors must also ensure that the program is understood and followed by the employees under their charge. Duties of the supervisor include:

- Inform the Safety Director of potential respirator health hazards.
- Ensuring that the employees under their supervision (including new hires) have received appropriate training, fit testing, and annual medical evaluation.
- Ensuring the availability of appropriate respirators and accessories.
- Being aware of tasks requiring the use of respiratory protection.
- Enforcing the proper use of respiratory protection when necessary.
- Ensuring that respirators are properly cleaned, maintained, and stored according to the respiratory protection plan.
- Ensuring that respirators fit well and do not cause discomfort.
- Continually monitoring work areas and operations to identify respiratory hazards.
- Coordinating with the Safety Director on how to address respiratory hazards or other concerns regarding the program.

Employees

Each Employee has the responsibility to wear his or her respirator when and where required and in the manner in which they were trained. Employees must also:

- Care for and maintain their respirators as instructed, and store them in a clean sanitary location.
- Inform their supervisor if the respirator no longer fits well, and request a new one that fits properly.



- Inform their supervisor or the Safety Director of any respiratory hazards that they feel are not adequately addressed or if they have other concerns.

4.0 Program Elements

Selection Procedures

The Safety Director will select the respirators to be used on site, based on the hazards to which the workers are exposed. Currently, PAPR, half-face/full-face negative pressure respirators are used by specific employees.

Updating the Hazard Assessment

The Safety Director must revise and update the hazard assessment as needed. If an employee feels that respiratory protection is needed during a particular activity, he/she is to contact his or her supervisor or the Safety Director. The Safety Director will evaluate the potential hazard, arranging for outside assistance as necessary. The Safety Director will then communicate the results of that assessment back to the employees. If it is determined that respiratory protection is necessary, all other elements of this program will be in effect for those tasks and this program will be updated accordingly.

NIOSH Certification

Only respirators and their components certified by NIOSH will be used. The NIOSH label will not be removed or defaced.

Medical Evaluation

Employees who are required to wear respirators must have medical clearance before being permitted to wear a respirator on the job. A licensed physician at Guthrie Medical Clinic will provide medical evaluations. These procedures will be in accordance with OSHA.

After an employee has received clearance and begun to wear his respirator, additional medical evaluations will be provided under the following circumstances:

- Employee reports signs and/or symptoms related to their ability to use a respirator, such as shortness of breath, dizziness, chest pain, or wheezing.
- The medical facility giving clearance indicates that re-evaluation is required



- Fit testing and program evaluation indicates a need for reevaluation.
- Workplace changes that result in increased burden on the employee.

All examinations and questionnaires are to remain confidential between the employee and the physician.

Fit Testing

Fit testing is required for all employees wearing respirators. Employees who wear respirators will be fit tested:

- Prior to being allowed to wear the respirator
- Annually
- If any changes occur in the employee's physical condition that could affect the fit

Employees will be fit tested with the respirator make, model and size that they will actually wear.

Fit tests will be conducted using OSHA-accepted QLFT protocol (smoke test)

Cleaning

Respirators are to be regularly cleaned and disinfected

Respirators issued for the exclusive use of an employee shall be cleaned as often as necessary or after each use.

The following procedure is to be used when cleaning and disinfecting respirators.

- Disassemble respirator, removing any filters, canisters, or cartridges.
- Wipe the respirator with disinfectant wipes to kill germs.
- Air dry in a clean area.
- Reassemble the respirator and replace any defective parts.
- Place in clean, dry plastic bag or other air tight container.



Note: *The Superintendents will ensure an adequate supply of appropriate cleaning and disinfection material to all respirator users.*

Maintenance

Respirators are to be properly maintained at all times in order to ensure that they function properly and adequately protect the employee. Maintenance involves a thorough visual inspection for cleanliness and defects. Worn or deteriorated parts will be replaced prior to use. No components will be replaced or repairs made beyond those recommended by the manufacturer.

Employees are permitted to leave their work area to perform limited maintenance on their respirator in a designated area that is free of respiratory hazards. Situations when this is permitted include to wash their face and respirator facepiece to prevent any eye or skin irritation, to replace the filter, cartridge or canister, and if they detect vapor or gas breakthrough or leakage in the facepiece or if they detect any other damage to the respirator or its components.

Change Schedule

Employees wearing APRs with P100 filters shall change the cartridges on their respirators when they first begin to experience difficulty breathing (i. e., resistance) while wearing their masks. Employees must also change the cartridge if they taste or smell anything.

Storage

Respirators must be stored in a clean, dry area, and in accordance with the manufacturer's recommendations. Each employee will have his/her name on the bag/container with a lid and that bag/container will only be used to store that employee's respirator.

Defective Respirators

Respirators that are defective or have defective parts shall be taken out of service immediately. If, during an inspection, an employee discovers a defect in a respirator he/she is to bring the defect to the attention of his or her supervisor and a new respirator will be provided.



Training

The Safety Director will provide training to each employee required to wear a respirator. Workers will be trained prior to using a respirator in the workplace.

The training course will cover the following topics:

- The Respiratory Protection Program
- The OSHA Respiratory Protection standard
- Respiratory hazards and their health effects
- Proper selection and use of respirators
- Limitations of respirators
- Respirator donning and user seal (fit) checks
- Maintenance and storage
- Medical signs and symptoms limiting the effective use of respirators

5.0 Program Evaluation

The Safety Director will conduct periodic evaluations of the workplace to ensure that the provisions of the program are being implemented.

6.0 Documentation and Recordkeeping

A written copy of this program will be maintained in the main office. Each Superintendent will have a copy of this at their jobsite. This will be available for all employees to review. All other documentation regarding this program will be maintained by the Safety Director.