



## COMPANY HEALTH & SAFETY PROGRAM

Issue: A  
Date: 4/20/2009  
Rev: 2  
Date: 11/14/17  
Authorized:

**Title: Respiratory Protection**

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### 1.0 **PURPOSE**

The purpose of this section is to establish and maintain general procedures to assist in protecting employees from respiratory hazards and comply with Title 29 CFR 1910.134.

### 2.0 **SCOPE**

This section provides requirements and guidelines that apply to the selection, use and maintenance of respiratory protection equipment and the applicable training.

### 3.0 **INDEX TO SECTION**

- 1.0 Purpose
- 2.0 Scope
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- 5.0 Respirator Selection
- 6.0 Medical Evaluation
- 7.0 Fit Testing
- 8.0 Training
- 9.0 Respirator Use
- 10.0 Inspection, Cleaning, Maintenance and Storage
- 11.0 Record-keeping
- 12.0 Evaluation of Procedures
- 13.0 Related Documents

### 4.0 **OVERVIEW**

Respiratory protection or the elimination of respiratory hazards shall be accomplished with engineered systems or control measures whenever feasible. [PPP's safety director will be the administrator of this program.](#)

When effective engineered controls are not feasible or while they are being instituted, [PPP will provide at no cost to affected employees the appropriate testing, training and personal respiratory protective equipment \(respirators\) as needed.](#)

PPP supervisors shall not allow employees to work in situations where respirators are required without consulting with the PPP vice president of



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operations or the safety director for assurance that all applicable requirements have been complied with.

## **5.0 RESPIRATOR SELECTION**

After respiratory hazards in the workplace have been evaluated, and relevant workplace and user factors have been identified, respirators shall be selected that comply with the requirements of 1910.134 (d), which include the following:

1. Respirator selection shall be based on the respiratory hazards to which an employee is exposed and workplace and user factors that affect respirator performance and reliability.
2. Only NIOSH certified respirators and components (e.g., filters, cartridges and canisters) shall be selected. They shall be used in compliance with the conditions of their certification.
3. Respirators certified for use in immediately dangerous to life or health (IDLH) atmospheres shall be selected when:
  - a. Employee exposure cannot be identified or reasonably estimated.
  - b. An oxygen deficient atmosphere exists.
4. A sufficient number of respirator models and sizes shall be selected so that the respirator is acceptable to, and correctly fits, the user.

**Note:** The PPP safety director shall consult with industry experts, manufacturers or other recognized authorities if there is any doubt regarding proper respirator selection and use.

## **6.0 MEDICAL EVALUATION**

Using a respirator may place a physiological burden on employees that varies with the type of respirator worn, the job and workplace conditions in which the respirator is used and the medical status of the employee. Accordingly, PPP shall comply with the requirements of 1910.134 (e) which include the following:



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1. The employee shall be provided a medical evaluation to determine the employee's ability to use a respirator before being fit tested or required to use the respirator in the workplace.
2. A physician or other licensed health care professional (PLHCP) shall be selected to perform medical evaluations using a medical questionnaire that obtains the same information as 1910.134, Appendix C, Part A, Sections 1 and 2.
3. A follow-up medical examination shall be provided for an employee who gives a positive response to any question among questions 1 through 8 of Section 2, Part A of Appendix C. The follow-up medical examination shall include any medical tests, consultations or diagnostic procedures that the PLHCP deems necessary to make a final determination.
4. The medical questionnaire and examinations shall be administered confidentially during the employee's normal working hours or at a time and place convenient to the employee. The questionnaire shall be administered in a manner that ensures that the employee understands its content, and the employee shall be provided with an opportunity to discuss the questionnaire and examination results with the PLHCP.
5. PPP shall provide the PLHCP with a form that authorizes the evaluation and gives information as required by 1910.134 (e) (5) (i) (A) thru (E). Such a form is attached to this section.
6. PPP shall obtain a written recommendation from the PLHCP regarding the employee's ability to use a respirator, which shall include:
  - a. Any limitations on respirator use related to the medical condition of the employee or workplace conditions; and
  - b. The need, if any, for follow-up medical evaluations.
7. PPP shall ensure that the employee receives a copy of the PLHCP's written recommendation.
8. Additional medical evaluations shall be provided if:
  - a. An employee reports medical signs or symptoms that are related to his/her ability to use a respirator.



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- b. A PLHCP, supervisor or safety representative informs the PPP safety director that an employee needs to be reevaluated.
- c. Information from observations made during fit testing or program evaluation indicates a need for employee reevaluation.
- d. A change occurs in workplace conditions (e.g., physical work effort, protective clothing or temperature) that may result in a substantial increase in the physiological burden placed on an employee.

## **7.0 FIT TESTING**

Before an employee may be required to use any respirator with a negative or positive pressure tight-fitting facepiece, the employee must be fit tested.

The PPP safety director shall ensure that fit testing is provided that complies with 1910.134 (f) and Appendix A. Requirements include:

1. The employee shall pass an appropriate qualitative (QLFT) or quantitative (QNFT) fit test with the same make, model, style and size or respirator that will be used. OSHA accepted QLFT and QNFT protocols and procedures are contained in 1910.134 Appendix A.
2. Fit tests are required:
  - a. Prior to initial use of a respirator;
  - b. Whenever a different respirator facepiece (size, style, model or make) is used; and
  - c. At least annually.
3. Additional fit tests are required:
  - a. When an employee reports changes in the fit of a respirator, or company supervisors or managers make visual observations of changes in an employee's physical condition that could affect respirator fit (e.g., facial scarring, dental changes, cosmetic surgery or an obvious change in body weight); and



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- b. If after passing a fit test, the employee subsequently notifies a company supervisor or manager that the fit of the respirator is unacceptable, where-upon the employee shall be given a reasonable opportunity to select a different respirator facepiece.

## **8.0 TRAINING**

Before an employee may be required to use a respirator the employer must provide appropriate training.

The PPP safety director shall ensure training is provided that complies with 1910.134 (k) and includes the following:

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;
4. How to inspect, put on and 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 1910.134;
8. Training shall be conducted in a manner that is understandable to the employee; and
9. Retraining shall be administered:
  - a. Annually;
  - b. When changes occur in the workplace or the type or respirator needed; and



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- c. When inadequacies in the employee's knowledge or use of the respirator are observed.

**Note:** The basic advisory information on respirators as presented in 1910.134 Appendix D shall be provided to employees who wear respirators when such use is not required by 1910.134 or PPP. A copy of Appendix D is attached to this section. Communication of the information shall be documented by use of a PPP Safety Training Attendance Record. A copy of the training record shall be sent to the safety director for appropriate record retention.

**Note:** When using SARs and SCBAs. Air must be Grade D or better. Compressor located in a "clean" atmosphere, with in-line purification and tagged to indicate date or change out. Carbon monoxide monitor in place & set to alarm at 10 PPM or monitored frequently. Fittings are incompatible for non-respirable gases and containers.

## **9.0 RESPIRATOR USE**

The PPP safety director shall ensure that job-site specific procedures for required respirator use by PPP employees are instituted as applicable. PPP may adopt owner or host employer procedures where they exist.

Procedures shall be in compliance with 1910.134 (g) and include the following:

1. Affected employees shall be trained in the appropriate procedures prior to being authorized to work in a respirator required area.
2. PPP shall not permit any condition that interferes with the face to face-piece seal or valve function, such as:
  - a. Facial hair; or
  - b. The wearing of caps, glasses, goggles or other PPE in a manner that causes an interference.
3. Employees shall perform a user seal check each time they put on a respirator.



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4. The PPP project supervisor shall ensure that appropriate surveillance of work area conditions, employee exposure and employee stress is maintained.
5. PPP shall reevaluate the effectiveness of the selected respirator when there is a change in work area conditions or degree of employee exposure or stress that may affect respirator effectiveness.
6. Employees shall be required to leave the respirator use area for any situation that could allow hazardous exposure, such as:
  - a. To wash their faces and/or respirator facepieces;
  - b. If they detect vapor or gas breakthrough, changes in breathing resistance or leakage of the facepiece; or
  - c. To replace filter, cartridge or canister elements.
7. For all IDLH atmospheres, the PPP project supervisor shall ensure that:
  - a. Visual, voice or signal line communication is maintained between employees in the IDLH atmosphere and personnel outside the IDLH atmosphere; and
  - b. A sufficient number of personnel appropriately trained and equipped to provide effective emergency rescue are standing-by outside the IDLH atmosphere.

**10.0 INSPECTION, CLEANING, MAINTENANCE AND STORAGE**

When respirators are to be used and stored on PPP job-sites, project managers or supervisors shall consult with the safety director to determine what facilities and procedures are necessary to be in compliance with 1910.134 (h). Requirements shall include:

1. Each respirator user shall be provided with a respirator that is clean, sanitary and in good working order.



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2. Respirators shall be cleaned and disinfected using approved procedures.
3. Respirators shall be cleaned and disinfected at the following intervals:
  - a. Respirators issued for exclusive use by an employee shall be cleaned and disinfected as often as necessary to be maintained in a sanitary condition.
  - b. Respirators issued to more than one employee shall be cleaned and disinfected before being worn by different individuals.
  - c. Respirators maintained for emergency use shall be cleaned and disinfected after each use.
  - d. Respirators used in fit testing and training shall be cleaned and disinfected after each use.
4. Respirators shall be stored as follows:
  - a. To protect them from damage, contamination, dust, sunlight, extreme temperatures, excessive moisture and damaging chemicals;
  - b. Packed to prevent deformation of the facepiece and exhalation valve; and
  - c. In accordance with any applicable manufacturer instructions.
5. All respirators used in routine situations shall be inspected before each use and during cleaning.
6. Emergency escape-only respirators shall be inspected before being carried into the workplace for use.

**Note:** For repairs and inspections other than “routine” and “escape-only”, it is the policy of PPP to use the services of a reputable company with employees appropriately trained to perform such operations according to the manufacturer’s recommendations and specifications as approved by NIOSH.

## **11.0 RECORD-KEEPING**





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PPP shall establish and retain written information regarding medical evaluations, fit testing and respiratory protection procedures that will:

1. Facilitate employee involvement in the respirator program.
2. Assist the safety director in auditing the adequacy of the procedures.
3. Provide records as required to be in compliance with 1910.134 (m).  
Record requirements include the following:
  - a. Records of medical evaluations must be retained and made available in accordance with 29 CFR 1910.1020 (duration of employment plus 30 years).
  - b. Comprehensive fit test records shall be retained for respirator users until the next fit test is administered.
  - c. A written copy of the current respirator protection procedures shall be retained by the employer.
  - d. Written materials required to be retained shall be made available upon request to affected employees and authorized government officials for examination and copying.

## **12.0 EVALUATION OF PROCEDURES**

The PPP safety director shall conduct evaluations of workplaces as necessary to ensure that the provisions of the current respirator protection procedures are being implemented and that they continue to be effective.

The safety director shall consult with employees required to use respirators to assess the employee's views on the effectiveness of procedures and to identify any problems. Factors to be assessed include, but are not limited to:

1. Respirator fit (including the ability to use the respirator without interfering with workplace performance);



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2. Appropriate respirator selection for the hazards to which the employee is exposed;
3. Proper respirator use under the workplace conditions the employee encounters; and
4. Proper respirator maintenance.

**13.0 RELATED DOCUMENTS ( ATTACHED)**

Please find attached:

- [Appendix D to 29 CFR 1910.134](#)
- [Employer Authorization and Information for Respiratory Evaluation.](#)

It is intended that these documents be copied as needed and reinserted, not permanently removed from the binder.

**REVISION HISTORY**

Revision number	Description of change	Written by	Checked by	Effective date
1	Revised to meet current standards	George Newton	Safety	2/4/2011
	Program reviewed and Revision History added		GMN	4/16/2014
2	Revised section 4 and 8	Mike McCaffrey	MJM	11/14/17