



ENVIRONMENTAL & OCCUPATIONAL HEALTH & SAFETY Programs & Policies — *RESPIRATORY PROTECTION*

PURPOSE and SCOPE

The respiratory protection program impacts all employees who are required, or choose, to wear respiratory protection as part of their employment. Only respirators which are applicable and suitable for the purpose intended shall be used. The control of potential health hazards caused by breathing air contaminated with harmful levels of chemical, physical or biological agents shall be accomplished as far as feasible by accepted engineering control measures. When effective engineering controls are not feasible, or while they are being instituted, appropriate respiratory protection shall be used.

RESPONSIBILITIES

Departments must:

1. Maintain workplaces in order to minimize airborne contaminants.
2. Identifying operations, environments and/or materials that require evaluation for airborne contaminants.
3. Communicate with the EOHS Department to discuss the following information:
 - a. Description of the work being performed
 - b. The material(s) being handled
 - c. The amount of time expected to complete the operation
 - d. The estimated frequency of exposure
 - e. And the number of employees involved.
4. Implement engineering and/or administrative controls where feasible.
5. The department is responsible for:
 - a. Assuming all costs related to the evaluation.
 - b. Coordinating a schedule of training and fit testing.
 - c. Purchasing the appropriate respiratory protection as specified or approved by the Department of Environmental Health and Safety.
 - d. Supervising the maintenance and provide storage for respirators.

Environmental and Occupational Health and Safety (EOHS) must:

1. Determines the need for employee respiratory protection.
2. Evaluates potential hazards.
3. Recommends engineering controls and administrative controls.
4. Selects or approves respiratory protection.
5. Provides training in the selection and use of respiratory protection equipment.
6. Establish an employee health surveillance program with a qualified health care provider.
7. Conducts Fit Tests for respirators.
8. Conducts periodic inspections and evaluations to determine the continue effectiveness of the program.

YOUNGSTOWN STATE UNIVERSITY



*Office of
Environmental
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Employees must:

1. Complete the medical questionnaire and any necessary testing or follow-up as required by the healthcare provider.
2. Attend mandatory respiratory protection training.
3. Use the assigned respirator when respiratory protection is required.
4. Inspect the respirator before each use to ensure that it is functioning properly.
5. Properly maintain and use the respirator in accordance with the training provided.

PROCEDURES

A. RESPIRATOR SELECTION AND USE

1. Selection of respirators and respirator accessories, fitting and testing must be coordinated through the EOHS Department.
2. The EOHS Department will evaluate the work area for chemical toxicity, the potential for exposure, the concentration and duration of exposure, and the limitation of the various types of respiratory protection that are available.
3. The concentration of the respiratory hazard in the work area will be monitored initially prior to respiratory selection and periodically during respirator use to ensure the proper type of respirator is being utilized.
4. A respirator should never be worn before an evaluation has been made. Use of a respirator by an untrained individual, or in an application other than that for which it was designed, can prove extremely dangerous. In addition, a single respirator face piece cannot be designed to fit the entire working population.

B. MEDICAL EVALUATION

1. Medical evaluations shall be provided to all employees required to wear a respirator. The medical evaluations can be performed by Mercy Health Student Services.
2. Medical evaluations will be conducted prior to initial use and annually thereafter unless there is a significant change in employee job duties or in employee medical condition/symptoms that requires earlier re-evaluation.
3. Medical evaluations will include review of the OSHA respirator questionnaire found in the OSHA Respiratory Protection standard 1910.134 App C.
4. Only those employees who are medically able to wear respiratory protective equipment will be issued one.
5. In addition, a review of the employee's health status will be made annually.
6. Documentation of medical clearance must be provided by the employee to EOHS.

C. TRAINING AND FIT TESTING

1. Upon written receipt of medical clearance from a licensed physician, the employee will be trained and fit tested on the approved respirator(s).
2. Fit testing shall be conducted annually (unless otherwise specified in a specific standard). In addition, fit testing will be repeated whenever an employee's face shape changes (loss of weight, teeth, etc.).
3. Complete fit testing procedures can be found in the OSHA Respiratory Protection standard 1910.134 App A.
4. Record of employee fit testing and training will be kept by the EOHS Department.
5. Appropriate training and instruction in the proper use of each type of respirator is provided by the EOHS Department.
6. Each respirator user will be trained how to use and maintain the respirator.



D. MAINTENANCE, INSPECTION, STORAGE AND REPAIR

1. Each employee is responsible for the cleanliness of the respirator issued for their use.
 - a. Respiratory protective equipment should be washed with detergent in warm water using a brush, thoroughly rinsed in clean water and then air dried in a clean place. Care should be taken to prevent damage from rough handling.
 - b. Complete cleaning procedures can be found in the OSHA Respiratory Protection standard 1910.134 App B-2.
2. All respirators must be inspected before and after each use by the wearer.
 - a. Respirator inspection must include a check of the tightness of connections and the condition of the face piece, headbands, valves, connecting tube and cartridge or canister.
 - b. Rubber or elastomer parts must be inspected for pliability and signs of deterioration. Equipment found to be in defective or questionable condition shall be returned immediately to the Materials Center for replacement.
3. Respiratory protective equipment must be stored so as to protect it from dust, sunlight, heat, extreme cold, excessive moisture and damaging chemicals.
 - a. After cleaning and disinfecting respirators, they should be placed individually in a resealable plastic bag until the next use.
 - b. They should be stored with the face piece and exhalation valve in a more or less normal position to prevent the rubber or plastic becoming distorted.
4. Periodic repair or replacement of component parts (with the exception of filters and cartridges) must be done by the EOHS department. Replacement parts for respiratory protective equipment must be those of the manufacturer of the equipment.

E. RECORDKEEPING

1. Air monitoring or other evaluation methods performed to determine the potential employee exposure will be kept by the EOHS Department.
2. Records of medical evaluations will be kept by the EOHS Department.
3. Fit test records will be kept by the EOHS Department.

