

 <b>BOISE STATE UNIVERSITY</b> Environmental Health & Safety Office	<b>Respiratory Protection Program</b> <a href="#">Idaho Division of Building Safety</a> General Health and Safety Standards 050 <a href="#">OSHA 1910.134</a> Revision 2, July 18, 2012
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**Statement of Program** - Boise State manages atmospheric contamination in occupational and lab environments through engineering controls, local ventilation and through substitution of less toxic materials when possible. Personal protective equipment will be specified and shall be used when the above control methods are not effectively achieved.

All employees working in areas where atmospheric hazards exist that cannot be managed by proper ventilation will be trained on the Respiratory Protection Program (RPP) and all required elements. It is important for worker safety and to maintain compliance, that this RPP be closely followed by all groups. The improper use of a respirator or respirator use by certain individuals can actually present a more hazardous situation for workers. Contractors may be hired to complete work that may generate a hazardous atmosphere that cannot be eliminated with engineering controls. When this occurs, contractors must abide by their respective Respiratory Protection Program. They will not be allowed to begin work until they receive a briefing by a qualified Boise State representative.

### **Applicability**

The Respiratory Protection Program applies to all Boise State University employees, students, volunteers, and visitors during all activities where respirator use is required. It also applies to all employees and students who voluntarily wear a respirator in accordance with the requirements for voluntary respirator use.

### **Tasks Requiring Respirators**

In the event a task has been determined to require the use of a respirator (through specific testing or other means) individuals who have been assigned these tasks will not be able to wear the respirator until a qualified medical provider has determined they are physically able to perform and use the equipment. This verification is required annually for as long as the respirator is required for that task.

### **Definitions and Abbreviations**

A complete list of definitions and abbreviations are included in [OSHA 1910.134\(b\)](#)

### **EH&S Responsibilities**

EH&S will assist University colleges, departments, housing and facility maintenance in evaluating and maintaining compliance with applicable standards in regards to respiratory hazards from associated tasks that use chemicals and products that have the potential for respiratory concern. EH&S will provide the following services:

- Develop and provide training for all groups using respirators as a requirement for their work
- Perform evaluation of work spaces for respiratory considerations

- Assist with the selection and implementation of engineering controls, administrative controls and when appropriate hazard mitigation
- Assist with the selection of appropriate National Institute of Occupational Safety and Health (NIOSH) certified respirator and hazard specific cartridges

EH&S will respond when respiratory concerns are identified either by EH&S, staff, faculty or students. A risk assessment will be conducted to see if the task of concern has the potential to cause a respiratory hazard. If a task has been identified as being a respiratory concern and EH&S does not have any industrial hygiene sampling data to prove that the task is being completed within safe working limits, a request for sampling can be made to the EH&S department. If the concern cannot be identified or if a reasonable estimate of exposure cannot be determined, EH&S will consider the atmosphere to be Immediately Dangerous to Life and Health (IDLH), and the area will be evacuated until the situation has been mitigated. Sampling costs will be the responsibility of the department with the concern.

If a task has been identified (through confirmation testing) as requiring a respirator, a written operating procedure will be developed for that task identifying the type of approved respirator, cartridge type based on the hazard, required cleaning and storage, and the change out schedule for the cartridges. EH&S will help assist the department in developing the written procedure. All costs associated with the respiratory program will be at the departments expense, including, OSHA questionnaire review, physicals, fit testing, purchasing of respirators and cartridges and pulmonary function testing if prescribed.

### **Supervisors Responsibilities**

All records regarding the RPP will reside with the responsible department manager or supervisor.

Those records will include:

- Employee training records
- Fit Test Record
- For employees using a dust mask, the Voluntary Respirator Use Form will need to be filled out and filed with the supervisor

The written medical clearance from the Occupational Doctor including:

- Limitations on respirator use
- Need for follow up
- A Statement that the Occupational Doctor has provided the employee with a copy of their recommendations

Supervisors need to be aware of potential risks in their department regarding respiratory hazards. If there is a concern, consult with EH&S to identify and evaluate the tasks to ensure compliance with applicable standards. In the event that processes, tasks, or chemical use changes, which may result in a modification in the way respiratory hazards are managed, consult with EH&S to ensure respiratory safety for those impacted by the change.

Supervisors should conduct periodic observations of respirator use with their employees. Any concerns regarding fit or a change in work place conditions, physical effort, or PPE may result in an increased burden on the employee. If this occurs, please contact EH&S to re-evaluate the task in relation to the respiratory equipment being used. This type of event may trigger an opportunity for refresher training on respiratory protection.

## **Evaluation of Program**

EH&S, in concert with appropriate college and department supervisors, will evaluate regularly the use of respirators on campus. This evaluation will be used to determine the effectiveness of the RPP. Evaluations will be frequent and random and shall be conducted to assure respirators are properly selected, used, cleaned and maintained.

## **Training**

Training on the Respiratory Protection Program will be conducted when it has been identified that a respirator is required to be used during a certain task, or if individuals are using respirators voluntarily. Training is required upon initial assignment and will include:

### *For Supervisors and Employees:*

1. Program Contents and location of written program
2. Respiratory Hazards
3. Respirator Selection
4. Proper use and limitations of the respirator
  - Cannot be worn with side burns, beards or skull caps
  - Cannot be worn with eye glasses, when the temple interferes with the seal of the respirator
5. Cleaning and disinfection [Appendix B2](#)
  - After each day of use, store in a clean sanitary location, protected against dust, sunlight, heat, extreme cold, excessive moisture and damaging chemicals
  - Do not store in lockers or tool boxes unless they are in carrying cases or cartons
  - Pack so face piece and valve assemblies rest in a normal position
6. Inspecting before and after use. If not routinely used, inspect monthly. If you notice worn or deteriorated parts replace before use.
7. Check tightness of connections and condition of the face piece, headbands, valves connecting tubes and canisters
8. Canisters must be labeled, color coded, and properly maintained
9. Check rubber and plastic for pliability stretch and manipulate to keep them pliable. Replacement and repair will be done with a vendor
10. For protection from gas and vapor, the employer will provide an atmosphere supplying respirator or an air purifying respirator with end of service indicator or a change schedule for canisters and cartridges based on objective data
11. Fitting properly
12. Testing face piece seal each time it is worn
13. Wearing in normal air to test comfort
14. If employee reports signs and symptoms related to the ability to use a respirator, the need for additional follow up is required with the physician
15. Never removing a respirator in hazardous atmospheres
16. Employees are to leave the work area in the event of the following:
  - Detection of vapor breakthrough
  - Changes in breathing resistance
  - Leakage of the face piece
  - Replacement of a filter, cartridge or canister
17. Documentation:
  - Note the date the respirator was issued
  - Keep a record of all inspection dates and findings for all respirators
18. If employee reports signs and symptoms related to the ability to use a respirator – additional follow up is required with the physician

It is the responsibility of each person included in the RPP to understand and follow this program.

### **Medical Evaluation**

Boise State has contracted with St Luke's Occupational Health to provide a medical evaluation for those employees that are part of the respiratory program to determine their ability to use a negative pressure respirator prior to issuance. Each person in the RPP must fill out a [Medical Questionnaire](#) and it must be reviewed by an occupational health doctor. A medical exam is required for an employee who gives a positive response to questions 1-8 in Part A, Section 2 or whose initial medical review demonstrates the need for follow up.

Boise State will provide the medical provider:

- Type and weight of respirator
- Duration and frequency of use
- Expected physical work effort
- Additional PPE the employee is required to wear
- Potential temperature and humidity extremes
- A copy of the written Respiratory Protection Program

### **Fit Testing**

A fit test is required prior to the initial use of a respirator and annually thereafter. An additional fit test must be conducted when there are observed changes in physical condition, scarring, dental work, cosmetic work or when weight gain or loss interferes with the seal of the respirator. If a person is unable to achieve an appropriate fit, they must use a different style or size of respirator in order to ensure it fits properly. For all individuals in the respiratory protection program you must be fit tested in the same make, model, style and size of respirator that you use on campus.

Fit tests are coordinated through Norco Safety. Contact EH&S for assistance coordinating a fit test, if needed.

#### Fit test record to include:

- Name
- Type of fit test – qualitative or quantitative
- Type of respirator
- Date
- Fail/Pass
- Record of medical evaluation

Respiratory, training, medical evaluation and fit testing is at no cost to the employee. Once a respirator is selected and fit tested, read all the instructions provided by the manufacturer.

### **Voluntary Use of Respirators**

If an employer or supervisor determines that wearing a respirator (although one is not required) will not create a hazard, that employer or supervisor may allow voluntary use of a respirator by an employee or student provided that all requirements contained within this policy are adhered to. See [Appendix D](#). Specifically, the employee/student must get medical clearance from St. Luke's Occupational Health and will be held responsible for the following:

- Payment of the [Medical Questionnaire](#) and review by [St. Luke's Occupational Health](#) (\$15.00)

- Payment of the physical in the event the review requires a physical (\$68). St. Luke's Occupational Health can schedule the physical
- Purchasing of an approved respirator
- Fit testing of the respirator, initially and prior to each use
- Appropriate cartridge replacement/purchase
- Cleaning/disinfecting/storing this piece of personal protective equipment

A copy of the clearance must be given to the supervisor to be kept with all personnel information.

**Exception – Voluntary Use of Dust Masks**

Employees and students may voluntarily use dust masks for certain activities. Dust mask use is exempt from the RPP and does not require any medical follow up for use. Dust masks are only for particulates and will not filter gas or vapors; odors will still be present. Prior to use check the condition of the dust mask for rips and tears. Ensure the straps are in good shape and you have a good seal around your breathing zone. If you plan to reuse the dust mask keep it clean by storing it in a Ziploc bag. Dispose in the regular garbage.



Dust Mask



Respirator



Respirator



Respirators

**Voluntary Use Form**

All employees and students voluntarily using a respirator or dust mask must fill out the [Voluntary Respirator and Dust Mask Use Agreement](#). This form will need to be signed by the supervisor and kept on file with that department.