Appendix E

Respiratory Protection Program
RESPIRATORY PROTECTION PROGRAM

SCOPE

This program applies to all respirator users at the University of Georgia’s main campus and at all of its off campus facilities.

POLICY

The primary objective of this program is to provide a means of respiratory protection when engineering controls (e.g., ventilation, process isolation) are not feasible or adequate. The program does not diminish the supervisor’s responsibility to minimize employee exposure to air contaminants.

All respirators shall be used in accordance with current applicable regulations and should be used in accordance with OSHA (29 CFR 1910.134) and ANSI Z88.2 (Practices for Respiratory Protection).

In areas where respirators are necessary, employees with facial hair that prevents a proper seal between the mask and face shall not be permitted to wear respirators. Employees who are not medically capable of wearing a respirator shall also be prohibited from wearing one.

RESPONSIBILITIES

Environmental Safety Services shall be responsible for:

1. Assisting departments and supervisors in the identification and evaluation of hazards for which respiratory protection may be necessary.

2. Identifying engineering controls which will preclude the need for respirator use.

3. Providing guidance to the supervisor in the development and implementation of standard operating procedures for respirator use and maintenance.

4. Reviewing and maintaining a copy of all written standard operating procedures established by supervisors in accordance to this policy.

5. Assisting supervisors and users with the selection of respirators, cartridges, and related equipment for the control of specific hazards.

6. Training respirator users and supervisors in the proper use of respirators and respiratory protection devices.
7. Performing qualitative respirator fit testing for personnel requiring such testing.

8. Maintaining fit test records, notifying personnel of annual retesting and advising supervisors of the records they must maintain.

9. Verifying the effectiveness of the respiratory protection program as it applies to employees and their work environment through periodic safety audits.

10. Approving the brand, model and type of respirator prior to it’s use.

**Supervisors are responsible for:**

1. Identifying potentially hazardous operations and consulting with ESD to determine if there is a need for respirator use.

2. Establishing written standard operating procedures for each operation which requires the use of a respirator. These procedures must, as a minimum, address the following areas:
   a. Authorized uses and limitations
   b. Medical qualifications
   c. Training
   d. Fit testing
   e. Responsibilities of the employee as defined in this policy
   f. Maintenance, inspection, storage, and disinfection/decontamination
   g. Record keeping requirements
   h. Accidental exposures response and emergency procedures

3. Identifying those employees who may need to wear respirators.

4. Ensuring that such employees are physically able to wear a respirator, are trained in the proper use and maintenance of the respirator, and have been fit tested prior to the use of a respirator.

5. The procurement of respirators, cartridges, and other applicable personal protective equipment.

6. Enforcing the use of respirators when respiratory protection is needed.

7. Ensuring that respirators are used in accordance with the instructions and training provided by the manufacturer, the Environmental Safety Division, and the procedures established in the written standard operating procedure.

8. Monitoring the work area during respiratory use in case of adverse conditions and worker stress.
9. Maintaining all required records pertaining to the respirators along with relevant air and personnel monitoring data as well as medical authorizations. Required records will be determined by applicable regulations and the Environmental Safety Division.

10. Acting as or appointing the person or persons responsible for maintaining the respirators according to the standard operating procedures.

**Respirator users are responsible for:**

1. Informing their supervisors or the Environmental Safety Division of any working conditions for which they feel a respirator is needed or wanted.

2. Informing their supervisor of any personal health problems that could be aggravated when wearing a respirator or that could make wearing a respirator inadvisable.

3. Wearing and using respirators issued to them in accordance with the instructions and training provided by the Environmental Safety Division and with those procedures established in the written standard operating procedure.

4. Ensuring proper cleaning, inspection, and storage of respirators in their custody.

5. Reporting any ill fitting or malfunctioning respirator to their supervisor.

6. Reporting any adverse health effects to the supervisor, or to the Environmental Safety Division, that may have been the result of an accidental hazardous agent exposure during the performance of hazardous operations.