RESPIRATORY PROTECTION PROGRAM

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1.0 POLICY

It is the policy of Casitas Municipal Water District (CMWD) to protect its employees from hazardous atmospheres through a comprehensive program of recognition, evaluation, engineering, administrative and work practice controls; and personal protective equipment, including respirators. To the greatest extent feasible, hazard elimination and engineering and work practice controls shall be employed to control employee exposure to within allowable exposure limits. However, where these measures are not feasible or fully effective or are under development, CMWD shall provide appropriate respirators to affected employees under this program. CMWD is committed to full compliance with applicable federal and state regulations pertaining to employee respiratory protection.

2.0 PURPOSE

The purpose of this program is to protect the health of CMWD employees who may be exposed to hazardous atmospheres in the conduct of their work and to provide appropriate protection from these hazards, without creating new hazards. This program sets forth the CMWD practices for respirator use, provides information and guidance on the proper selection, use, and care of respirators, and contains requirements for establishing and maintaining a respirator program.

3.0 SCOPE

This program applies to all CMWD employees who need to wear a respirator to perform assigned duties. Examples of chemicals or operations that pose potential respiratory hazards and involve respirator use are:

- 3.1 Chlorine cylinder change-out
- 3.2 Pesticide application
- 3.3 Concrete grinding

4.0 DEFINITIONS

- 4.1 **Air purifying respirator (APR)** a type of respirator that removes specific contaminants from air by use of filters, cartridges or canisters by passing ambient air through the air-purifying element. APRs do not supply oxygen.
- 4.2 **Allowable limit** the maximum concentration of a substance in air that is permitted by regulation or voluntary standards to protect employee health.
 - 4.2.1 These concentrations may be expressed in terms of an 8-hour time-weighted average, a 15-minute short term average or as an instantaneous upper ceiling limit. An example is the OSHA permissible exposure limits (PEL)
- 4.3 **Assigned Protection Factor (APF)** means the workplace level of respiratory protection that a respirator or class of respirators is expected to provide to employees when the employer implements a continuing, effective respiratory protection program.

- 4.4 **Atmosphere-supplying respirator** a type of respirator that supplies the user with breathing air from a source independent of the ambient atmosphere, and includes supplied-air respirators (SARs) and self-contained breathing apparatus (SCBA) units.
- 4.5 **Canister or cartridge** a container with a filter, sorbent or catalyst, or combination of these items, which removes specific contaminants from the air passed through the container.
- 4.6 **Demand respirator –** an atmosphere-supplying respirator that admits breathing air to the facepiece only when a negative pressure is created inside the facepiece by inhalation.
- 4.7 **Dust Mask** see Filtering facepiece
- 4.8 **Emergency situation** any occurrence such as, but not limited to, equipment failure, rupture of containers, or failure of control equipment that may or does result in an uncontrolled significant release of an airborne contaminant.
- 4.9 **Employee exposure** exposure to a concentration of an airborne contaminant that would occur if the employee were not using respiratory protection.
- 4.10 **End-of-service-life indicator (ESLI)** a system that warns the respirator user of the approach of the end of adequate respiratory protection, for example, that the sorbent is approaching saturation or is no longer effective.
- 4.11 **Escape-only respirator** a respirator intended to be used only for emergency exit.
- 4.12 **Filter or air purifying element** a component used in respirators to remove solid or liquid aerosols from the inspired air.
- 4.13 **Filtering facepiece (Dust mask)** a negative pressure particulate respirator with a filter as an integral part of the facepiece or with the entire face piece composed of the filtering medium.
- 4.14 **Fit factor** a quantitative estimate of the fit of a particular respirator to a specific individual, and typically estimates the ratio of the concentration of a substance in ambient air to its concentration inside the respirator, when worn.
- 4.15 **Fit test** use of a protocol to qualitatively or quantitatively evaluate the fit of a respirator on an individual.
- 4.16 **Hazardous atmospheres** an atmosphere that contains a contaminant(s) in excess of the allowable limit or contains less than 19.5 percent oxygen.
- 4.17 **Hazard ratio** a number calculated by dividing the actual air contaminant concentration by the allowable limit.
- 4.18 **Immediately dangerous to life and health** (IDLH) an atmosphere that poses an immediate threat to life would cause irreversible adverse health effect, or would impair an individual's ability to escape from a dangerous atmosphere.
- 4.19 **Loose-fitting facepiece** a respiratory inlet covering that is designed to form a partial seal with the face.
- 4.20 **Maximum Use Concentration (MUC)** means the maximum atmospheric concentration of a hazardous substance from which an employee can be expected to be protected when wearing a respirator, and is determined by the assigned protection factor of the respirator or class of respirators and the exposure limit of the hazardous substance.

- 4.21 **National Institute for Occupational Safety and Health** (NIOSH) a Federal institute responsible for conducting research and making recommendations for the prevention of work-related illnesses and injuries. It tests and issues approvals for respirators.
- 4.22 **Negative pressure respirator** (tight fitting) a respirator in which the air pressure inside the facepiece is negative during inhalation with respect to the ambient air pressure outside the respirator.
- 4.23 **Occupational Safety and Health Administration** (OSHA) the Federal or state agency with authority to issue and enforce workplace health and safety regulations.
- 4.24 **Oxygen deficient atmosphere** an atmosphere with an oxygen content below 19.5 percent by volume.
- 4.25 **Physician or other licensed health care professional** (PLHCP) an individual whose legally permitted scope of practice (i.e., license, registration or certification) allows him or her to independently provide or be delegated the responsibility to provide some or all of the health care services required by this respirator program.
- 4.26 **Positive pressure respirator** a respirator in which the pressure inside the respiratory inlet covering exceeds the ambient air pressure outside the respirator.
- 4.27 **Powered air purifying respirator** (PAPR) an air-purifying respirator that uses a blower to force the ambient air through air-purifying elements to the inlet covering.
- 4.28 **Pressure demand respirator** a positive pressure atmosphere-supplying respirator that admits breathing air to the facepiece when the positive pressure is reduced inside the facepiece by inhalation.
- 4.29 **Protection factor** a ratio calculated by dividing the air contaminant concentration outside a respirator by the concentration inside the respirator. This is measured in a quantitative fit test.
- 4.30 **Qualitative fit test** (QLFT) a pass/fail fit test to assess the adequacy of respirator fit that relies on the individual's response to the test agent.
- 4.31 **Quantitative fit test** (QNFT) an assessment of the adequacy of respirator fit by numerically measuring the amount of leakage into the respirator.
- 4.32 **Respiratory inlet covering** that portion of a respirator that forms the protective barrier between the user's respiratory tract and an air-purifying device or breathing air source or both. It may be a facepiece, helmet, hood, suit or a mouthpiece respirator with nose clamp.
- 4.33 **Self-contained breathing apparatus** (SCBA) an atmosphere-supplying respirator for which the breathing air source is designed to be carried by the user
- 4.34 **Service life** the period of time that a respirator, filter or sorbent, or other respiratory equipment provides adequate protection to the wearer.
- 4.35 **Supplied-air respirator (SAR) or airline respirator** an atmosphere-supplying respirator for which the source of breathing air is not designed to be carried by the user.
- 4.36 **Tight-fitting facepiece** a respiratory inlet covering that forms a seal with the face.
- 4.37 **User seal check** an action conducted by the respirator user to determine if the respirator is properly seated to the face.

5.0 ROLES AND RESPONSIBILITY

- 5.1 Management is responsible for:
 - 5.1.1 Determining what specific applications require the use of respiratory protective equipment
 - 5.1.2 Providing proper respiratory protective equipment to meet the needs of each specific application
 - 5.1.3 Providing employees with adequate training and instructions on all equipment
 - 5.1.4 Supporting the Respiratory Protection Program and assigning a Respirator Administrator with responsibility and resources to administer the program
- 5.2 Respiratory Administrator is responsible for:
 - 5.2.1 The overall CMWD Respiratory Protection Program, including monitoring respiratory hazards, maintaining records and conducting program evaluations
 - 5.2.2 Having knowledge about respiratory protection and maintaining an awareness of current regulatory requirements and good practices
 - 5.2.3 Approving Respiratory Protection Programs for each operation that involves the use of respirators
 - 5.2.4 Approving training programs for employees
 - 5.2.5 Approving fit test procedures for employees
 - 5.2.6 Approving respirator makes and models for CMWD use
 - 5.2.7 The Safety Officer is the designated Administrator
- 5.3 Industrial Hygiene Consultant is responsible for:
 - 5.3.1 Performing sampling and monitoring to determine exposure levels should specific data capture be required
- 5.4 Supervisors/Forepersons are responsible for:
 - 5.4.1 Assist Respiratory Administrator with creating and approving a written Worksite-Specific Respiratory Protection Plan for each operation that requires respiratory protection
 - 5.4.2 Completing the initial and annual respirator refresher training of the type attended by employees under their supervision
 - 5.4.3 Initiating safety briefings on respiratory protection issues at the start of each new project or task that involves respiratory hazards for affected employees under their supervision
 - 5.4.4 Ensuring that any use of respirators by employees under their supervision is in accordance with this program and a Worksite-Specific Respiratory Protection Plan that has been approved by the Supervisor/Foreperson and the Respirator Administrator
 - 5.4.5 Recording any complaints related to respirator usage, act promptly to investigate the complaints, correct any hazards, and get medical assistance, when indicated. Report first aid and

- medical treatment in accordance with CMWD procedures. Report every respirator related incident to the Respirator Administrator before the end of the work shift
- 5.4.6 Ensuring that their employees have the requisite training, fit testing, and medical clearances before authorizing them to wear any respirators
- 5.4.7 Prohibiting any employee with lapsed or incomplete respirator clearances to work in hazardous atmospheres. Enforcing any restrictions imposed by the occupational physician on individual employees, including the need for corrective lenses
- 5.4.8 Physically checking each respirator prior to its assignment to their employees to be sure that it is of the type specified in the written plan
- 5.4.9 Informing each affected employee of the results of exposure monitoring within one day of receiving such results and assure inclusion of all exposure reports in the CMWD recordkeeping system
- 5.4.10 Monitoring employee compliance with the respirator program requirements and are responsible for implementing disciplinary procedures for employees who do not comply with respirator requirements
- 5.5 Employees are responsible for:
 - 5.5.1 Using respiratory protection in accordance with the instructions and training provided
 - 5.5.2 Immediately reporting any defects in the respiratory protection equipment and whenever there is a respirator malfunction, immediately evacuating to a safe area and reporting the malfunction.
 - 5.5.3 Promptly reporting to the Supervisor/Foreperson any symptoms of illness that may be related to respirator usage or exposure to hazardous atmospheres
 - 5.5.4 Reporting any health concerns related to respirator use or changes in health status to the occupational physician
 - 5.5.5 Washing their assigned reusable respirators at the end of each work shift when used and disinfect assigned respirators according to manufacturer's recommendations
 - 5.5.6 Storing respirators in accordance with instructions received
 - 5.5.7 Observing any restrictions placed on work activities by the occupational physician
 - 5.5.8 Being clean shaven in all facial areas that seal to the respirator facepieces when using respirators that require a seal
 - 5.5.9 Allowing no headpieces, band-aids or other items beneath a respirator seal or headstrap assembly
 - 5.5.10 Inspecting the respirator immediately before each use, in

- accordance with the training provided
- 5.5.11 Performing a user seal, negative and positive respirator fit check each time a tight-fitting respirator is donned in accordance with the training provided

6.0 PERMISSIBLE PRACTICE

- 6.1 Any respirator worn by a CMWD employee on the job shall be issued by CMWD under this program
- 6.2 A written Respiratory Protection Program and Worksite-Specific Respiratory Protection Plan shall be prepared and approved by the Supervisor/Foreperson and the Respirator Administrator prior to any employee respirator use, including voluntary usage or emergency use. This plan shall identify the location and tasks, identify and quantitate the air contaminants or oxygen deficiency, specify the appropriate respirator, and specify any limitations, such as air monitoring, respirator cartridge change out frequency, etc. Each operation involving respirator use must have a signed and approved written plan.
- 6.3 Upon an employee's request, an appropriate respirator shall be issues for voluntary use when exposure to contaminant levels within allowable limits, or when exposed to nuisance dusts, molds, pollen, etc. Reasonable efforts should be made to reduce such exposures
- Any employee with facial hair, who is required to wear a tight fitting respirator, must meet the requirements listed in Appendix A.
- 6.5 Regardless of exposure level, employees who are exposed to any recognized carcinogen, mutagen or teratogen in the performance of their work assignments may request and receive an appropriate respirator for voluntary use
- 6.6 Affected employees already assigned a respirator can discuss with their supervisor the possibility of obtaining a respirator that provides a higher protection factor than the one provided by CMWD for that work.
- 6.7 The CMWD Emergency Response Plans required for chemical spills or releases, fire response, pathogen exposures, etc., shall include a Worksite-Specific Respiratory Protection Plan whenever there is a reasonable potential for a respiratory hazard.
- 6.8 At no time, however briefly, shall a CMWD employee be exposed to contaminant levels that are more than three times the allowable 8-hour time-weighted average limits without respiratory protection.
- 6.9 No employee may work alone while wearing a respirator. Each respirator wearer shall have at least one employee assigned responsibility to perform periodic status checks throughout the duration of respirator use.

7.0 WORKSITE-SPECIFIC RESPIRATORY PROTECTION PLAN

- 7.1 Each operation that involves respirator use shall have a written Worksite-Specific Respiratory Protection Plan that is approved and signed by the Supervisor/Foreperson and Respiratory Administrator
- 7.2 This plan, which may be a part of a job hazard analysis, site safety plan, confined space entry permit or other document, shall contain an identification

- of the atmospheric hazard(s) and the respective measured or expected concentration(s) at each location or operation, the respective allowable concentration limits, the type of respirator(s) approved, monitoring requirements, emergency response procedures, and limitations, such as the frequency of respirator cartridge change-out.
- 7.3 Records of Worksite-Specific Respiratory Protection Plans can be found in the Google Team Drive > District Wide > SAFETY > Respiratory Protection folder.
- 7.4 This document shall be updated annually and more frequently if conditions change. This document shall be available at the job location and shall be maintained for 30 years as an exposure record.

8.0 RECOGNITION AND EVALUATION OF AIRBORNE CONTAMINANTS

- 8.1 A Job Hazard Assessment shall be initially performed in each workplace by the Supervisor/Foreperson or Respiratory Administrator.
- 8.2 Where the presence or potential presence of airborne contaminants is recognized or suspected, the Respiratory Administrator will develop the best method to determine if allowable limits are exceeded or potentially exceeded.
- 8.3 The results of the hazard assessment shall be communicated to the General Manager and affected Supervisors/Forepersons and employees
- 8.4 A written record of this assessment, including identification of the work area, the name of the assessor and the date of the assessment, shall be maintained for a period of 30 years if atmospheric hazards were identified
- 8.5 Information will be located in the Google Team Drive > District Wide > SAFETY > Respiratory Protection folder.
- 8.6 For workplaces in which the hazard assessment produces no findings of potential exposures, Supervisors/Forepersons shall monitor the workplace and request a hazard assessment whenever materials or processes change.
- 8.7 Whenever the hazard assessment identifies potential exposures to hazardous atmospheres, an annual reassessment shall be performed, unless a more frequent assessment is required by Cal-OSHA.
- 8.8 The Supervisor is responsible for contacting the Respiratory Administrator to develop the best procedure for reassessing a job task whenever materials or processes change
- 8.9 When hazardous atmospheres are recognized, elimination of the hazardous material or feasible engineering and work practice controls shall be instituted to reduce contaminant levels to within allowable limits.
- 8.10 If such measures are not completely successful or if the condition is temporary, personal protective equipment, including respiratory protection, shall be selected and worn
- 8.11 The Program Administrator shall reassess the workplace when controls are instituted to measure their effectiveness in reducing employee exposure to hazardous atmospheres.

9.0 MEDICAL APPROVAL FOR RESPIRATORY USE

- 9.1 Every employee who is being considered for inclusion in the Respiratory Protection Program must participate in a medical evaluation.
 - 9.1.1 A determination of the employee's ability to wear a respirator while working is made initially before fit testing.
 - 9.1.2 Future evaluations are made when there is a change in workplace conditions or information indicating a need for re-evaluation.
- 9.2 Each respirator wearer shall be approved for respirator use by the CMWD designated physician or other licensed health care professional (PLHCP).
 - 9.2.1 The occupational physician shall be provided a copy of the employee's duties, respirator types to be worn, and air contaminants, as well as any applicable OSHA standards governing the medical evaluation, such as the Respiratory Protection standard and applicable substance-specific standards.
- 9.3 The PLHCP's approval shall be a written certification that lists the respirator types approved for use by the individual (i.e., negative pressure air purifying, powered air purifying, pressure demand SCBA) and any restrictions on the employee's use of respiratory protection, including the need for corrective lenses.
 - 9.3.1 The PLHCP's certification shall not disclose any confidential medical information, but shall clearly list or describe any restrictions to be observed.
 - 9.3.2 A copy shall be provided to the Supervisor.
- 9.4 Medical evaluations shall be performed by a licensed physician selected by CMWD and the cost of the respirator medical evaluation shall be paid by CMWD, including reasonable time and travel expenses of the employee.
 - 9.4.1 Payment for special medical diagnostic procedures needed to assess the ability of an employee to safely wear a respirator shall be approved in advance by CMWD.
 - 9.4.2 No medical treatment costs shall be paid under this program.
- 9.5 Medical records created under this program shall be handled in accordance with OSHA requirements for confidentiality, employee access and retention.

10.0 SELECTION AND ISSUANCE OF RESPIRATORS

- 10.1 Selection of the appropriate respirator shall be documented in the written Respiratory Protection Plan
- 10.2 If the atmosphere is uncharacterized, it must be assumed to be IDLH and employees are prohibited from entering
- 10.3 Respirator selection shall comply with OSHA requirements for specific substances, such as asbestos, lead, etc. For non-IDLH respirator uses apply Assigned Protection Factors (APFs) and Maximum Use Concentrations (MUCs)
- 10.4 All respirators used by CMWD employees shall be approved by NIOSH
 - 10.4.1 No components shall be substituted, unless they are listed in the approval by NIOSH
 - 10.4.2 Any change or modification to a respirator may void the respirator approval and may adversely affect its performance
- 10.5 Any restrictions or limitations recommended for a particular respirator by the respirator manufacturer shall be observed

- 10.6 The Program Administrator shall inspect each respirator or component prior to issuance and shall assure that the respirator assembly is complete, sanitary and in good working order upon issuance
- 10.7 Atmosphere-supplying respirators shall be returned to the Program Administrator or other facility-appointed person_at least monthly for periodic inspection and air purifying respirators shall be returned for periodic inspection at least semi-annually 10.7.1 A log shall be maintained of these periodic inspections.
- 10.8 The Respiratory Administrator is responsible to ensure that each respirator user under the Supervisor/Foreperson's supervision is currently approved for respirator use, including medical, fit testing and training certifications
- 10.9 Employees with expired certifications shall not be permitted to work in hazardous atmospheres or to voluntarily wear a respirator until their lapsed requirements are updated
- 10.10 Each respirator must be inspected by its wearer immediately prior to each use, according to instructions provided in the respirator training
 - 10.10.1 Any defects shall be reported to the Supervisor/Foreperson before entry into a hazardous atmosphere
 - 10.10.2 A user seal check shall be performed by the wearer immediately prior to entering the hazardous atmosphere
- 10.11 CMWD will provide an appropriate spectacle kit to each tight fitting respirator wearer who requires corrective lenses and will pay for prescription safety lenses for the kit initially and as needed
 - 10.11.1 Contact lenses shall be permitted if the employee's ophthalmologist or optometrist authorizes their use by the employee in hazardous atmospheres with negative pressure and positive pressure respirators in a written communication to CMWD.
- 10.12 Employees who are issued a respirator are responsible for its maintenance, inspection before use and storage while the unit is in their control.

11.0 FIT TESTING

- 11.1 For half face and full face respirators, the wearer shall be fit tested at least annually, using protocols approved by the Respirator Administrator
- 11.2 More frequent testing shall be performed if required by Cal/OSHA regulations for specific substances or if the wearer's facial contours change, such as by weight gain or loss, facial surgery, etc.
- 11.3 On the occasion of each fit test, employees may choose their respirator from a selection approved by the Respirator Administrator
- 11.4 Fit test certifications shall be prepared and signed by the person performing the fit test and must name the tested employee; the make, model and size of respirator fit tested; and the result of the fit test
 - 11.4.1 A copy shall be provided to the Supervisor/Foreperson
- 11.5 CMWD -required fit tests, including reasonable employee time and travel costs, shall be paid for by CMWD

12.0 VOLUNTARY USE

- 12.1 Any employee requesting the use of a tight fitted respirator in a situation that does not meet OSHA/Cal-OSHA respiratory protection must:
 - 12.1.1 Complete a medical evaluation and follow any resulting restrictions

- 12.1.2 Understand procedures for cleaning, storing and maintaining the respirator
- 12.1.3 Review the information contained in Appendix D of T8CCR section 5144 (Appendix B)
- 12.2 Any employee requesting the use of a filtering facepiece respirator (disposal "dust masks") will provided information contained in Appendix D of T8CCR section 5144 (Appendix B)
- 12.3 During wildfires, employees will be provided NIOSH-approved respiratory protection for voluntary use with AQI for PM2.5 (particulate matter with an aerodynamic diameter of 2.5 micrometer or smaller) is 151 or greater, but less than 500.
 - 12.3.1 Employees must be trained on information in Appendix B of T8CCR section 5141.1
 - 12.3.2 NIOSH-approved respirators are required when AQI for PM2.5 is greater than 500 and must comply with the Respiratory Protection Program

13.0 RESOURCES

- 13.1 Federal OSHA Standards
 - 13.1.1 The final Respiratory Protection standard (29 CFR 1910.134 and 29 CFR 1926.103) includes general industry and construction. Issued August 24, 2006 with final implementation on November 22, 2006
 - 13.1.2 Assigned Protection Factors for the Revised Respiratory Protection Standard located in the Google Drive > Shared drives > District Wide > SAFETY > Respiratory Protection folder.
 - 13.1.3 American National Standards Institute (ANSI), American Industrial Hygiene Association (AIHA) & American Society of Safety Engineers (ASSE)
 - 13.1.4 ANSI/AIHA/ASSE Z88.7-2010
 - 13.1.4.1 Revises ANSI/AIHA Z88.7-2001
 - 13.1.5 Color Coding of Air-Purifying Respirator Canisters, Cartridges and Filters
 - 13.1.6 ANSI/AIHA/ASSE Z88.10-2010
 - 13.1.6.1 Revises ANSI/AIHA Z88.10-2001
 - 13.1.7 Respiratory Protection-Respirator Use-Physical Qualifications for Personnel
- 13.2 California OSHA Standards:
 - 13.2.1 Title 8, CCR, sections 5144, 5155
 - 13.2.2 Title 8, CCR, section 5144, Appendix D

APPENDIX A

Facial Hair Policy



The shaded areas are the respirator seal areas. Facial hair is not permitted on parts of the face

Wrong







Narrow mustache and beard



Long mustache



Wide mustache and beard



Wide mustache

Correct



Clean shaven



Narrow mustache

APPENDIX B

Appendix D to Section 5144: (Mandatory) Information for Employees Using Respirators When Not Required Under the Standard

Guide to Respiratory Protection at Work

Respirators are an effective method of protection against designated hazards when properly selected and worn. Respirator use is encouraged even when exposures are below the exposure limit, to provide an additional level of comfort and protection for workers. However, if a respirator is used improperly or not kept clean, the respirator itself can become a hazard to the worker. Sometimes, workers may wear respirators to avoid exposures to hazards, even if the amount of hazardous substance does not exceed the limits set by OSHA standards. If your employer provides respirators for your voluntary use, or if you provide your own respirator, you need to take certain precautions to be sure that the respirator itself does not present a hazard.

You should do the following:

- 1. Read and heed all instructions provided by the manufacturer on use, maintenance, cleaning and care, and warnings regarding the respirators limitations.
- 2. Choose respirators certified for use to protect against the contaminant of concern. NIOSH, the National Institute for Occupational Safety and Health of the U.S. Department of Health and Human Services, certifies respirators. A label or statement of certification should appear on the respirator or respirator packaging. It will tell you what the respirator is designed for and how much it will protect you.
- 3. Do not wear your respirator into atmospheres containing contaminants for which your respirator is not designated to protect against. For example, a respirator designed to filter dust particles will not protect you against gases, vapors or very small solid particles of fumes or smoke.
- 4. Keep track of your respirator so that you do not mistakenly use someone else's respirator.

NOTE

Authority cited: Section 142.3, Labor Code. Reference: Section 142.3, Labor Code.

HISTORY

1. New appendix D to section 5144 filed 8-25-98; operative 11-23-98 (Register 98, No. 35).