



Hawk Enterprises Inc. Respiratory Program

Respiratory Protection Program & Guide

Hawk Enterprises Inc. Respiratory Program

Introduction

Respirators are used to protect employees from inhaling hazardous chemicals in the air. These chemicals can be in the form of gases, vapors, mists or dust. Specifically, to be used in protection of crystalline silica dust. This program will include:

- How the proper respirators for the particular hazards are selected and issued
- When and how respirators will be used in routine work activities, infrequent activities, and foreseeable emergencies such as spill response, rescue or escape situations,
- How medical evaluations of respirator wearers is provided
- How respirator fit-testing is done,
- How respirators in use are cleaned, stored, inspected and repaired or discarded,
- How employees are trained about respiratory hazards
- How employees are trained on the proper use of the respirators used
- How you evaluate the effectiveness of your respiratory program.

To provide proper protection, respirators must be the right type, must be worn correctly at all times, and must be maintained properly. They are prone to leakage, depend on the correct behavior of individual employees and may require much maintenance and management oversight. This is why they are considered as a last resort to protect employees from airborne chemical hazards.

It often more protective, less trouble, and even cheaper to eliminate or reduce the respiratory hazard through various ways like exhaust ventilation, changes in process, or enclosure of the process. Sometimes the use of a hazardous chemical itself can be eliminated. But, when there is no alternative, a respirator program must be implemented to protect your employees from adverse health effects of exposure to chemicals in the air above their permissible exposure limits.

Respirators are typically used in three different situations – routine or regular exposure to processes or activities involving chemicals, infrequent, but predictable occasions where there is chemical exposure, or emergencies where there is a chemical leak or spill. The written respiratory program addresses all these situations if they occur or could occur at our facilities.

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Respiratory Protection Program for Hawk Enterprises Inc.

Our respirator program administrator is Richard Plank

Our administrator's duties are to oversee the development of the respiratory program and, make sure it is carried out at the workplace. The administrator will also evaluate the program regularly to make sure procedures are followed, respirator use is monitored and respirators continue to provide adequate protection when job conditions change.

Selection Of Respirators

We have evaluated our use of chemicals at this facility and found respirators must be used by employees in the following locations or positions or doing the following duties regarding concrete or asphalt only and only when water is not available as a control method for these tasks:

Employee position or activity	Chemicals or products used	NIOSH approved respirators assigned	When used (routinely, infrequently, or in emergencies)
Cutting/sawing	Crystalline Silica	N95 Particulate	Infrequently
Demolishing/disturbing	Crystalline Silica	N95 Particulate	Routinely
Drilling/coring	Crystalline Silica	N95 Particulate	Infrequently
Jackhammering	Crystalline Silica	N95 Particulate	Routinely
Sweeping/cleaning up	Crystalline Silica	N95 Particulate	Infrequently

We selected these respirators based on the following information:

Any and all forms of cutting, drilling, and demolishing asphalt or concrete releases silica dust. The respirators we have chosen are based on the work performed and to protect against those potential hazards that the other controls have not negated. These respirators have been designed to reduce silica exposure and the filters we have selected are specific for dust filtering.

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Medical Evaluations

Every employee of this company who must wear a respirator will be provided with a medical evaluation before they are allowed to use the respirator. Our first step is to give the attached medical questionnaire to those employees. Employees are required to fill out the questionnaire in private and send or give them to Dr. Jose Augusti. Completed questionnaires are confidential and will be sent directly to medical provider without review by management.

If the medical questionnaire indicates to our medical provider that a further medical exam is required, this will be provided at no cost to our employees by Dr. Jose Augusti. We will get a recommendation from this medical provider on whether or not the employee is medically able to wear a respirator.

Additional medical evaluations will be done in the following situations:

- our medical provider recommends it,
- our respirator program administrator decides it is needed,
- an employee shows signs of breathing difficulty,
- changes in work conditions that increase employee physical stress (such as high temperatures or greater physical exertion).

Respirator Fit-testing

All employees who wear tight-fitting respirators will be fit-tested before using their respirator or given a new one. Fit-testing will be repeated annually. Fit-testing will also be done when a different respirator facepiece is chosen, when there is a physical change in an employee's face that would affect fit, or when our employees or medical provider notify us that the fit is unacceptable. No beards are allowed on wearers of tight-fitting respirators. Respirators are chosen for fit-testing following procedures in the OSHA guidelines. Fit-testing is not required for loose-fitting, positive pressure (supplied air helmet or hood style) respirators. We do fit-testing using one or more of the following fit-testing protocols or quantitative fit-testing instrument:

[Irritant smoke protocol](#)

[Banana Oil \(isoamyl acetate\) protocol](#)

[Bitrex protocol](#)

[Saccharin protocol](#)

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The quantitative fit-testing instrument we use is:

FT-30 (Bitter)

Documentation of our fit-testing results is kept at the following location:

1850 E North St. Crown Point, IN (Main Office)

Our respirators will be checked for proper sealing by the user whenever the respirator is first put on, using the attached seal check procedures:

Respirator storage, maintenance

All respirators will be inspected before and after every use and during cleaning

Respirators will be inspected for damage, deterioration or improper functioning and repaired or replaced as needed.

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Respirator Use

The Program Administrator will monitor the work area in order to be aware of changing conditions where employees are using respirators.

Employees will not be allowed to wear respirators with tight-fitting facepieces if they have facial hair (e.g., stubble, bangs) absence of normally worn dentures, facial deformities (e.g., scars, deep skin creases, prominent cheekbones), or other facial features that interfere with the facepiece seal or valve function. Jewelry or headgear that projects under the facepiece seal is also not allowed.

If corrective glasses or other personal protective equipment is worn, it will not interfere with the seal of the facepiece to the face.

Note: Full-facepiece respirators can be provided with corrective glasses since corrective lenses can be mounted inside a full-facepiece respirator. Contact lenses can also be used with full facepiece respirators if they do not cause any problems for the employee.

A seal check will be performed every time a tight-fitting respirator is put on.

The program administrator will make sure that the NIOSH labels and color-coding on respirator filters and cartridges remain readable and intact during use.

Employees will leave the area where respirators are required for any of the following reasons:

- to replace filters or cartridges,
- when they smell or taste a chemical inside the respirator,
- when they notice a change in breathing resistance
- to adjust their respirator,
- to wash their faces or respirator,
- if they become ill,
- if they experience dizziness, nausea, weakness, breathing difficulty, coughing, sneezing vomiting, fever or chills.

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Respirator Training

Training is done by Richard Plank before employees wear their respirators and annually thereafter as long as they wear respirators. Our supervisors or foreman who wear respirators or supervise employees who do, will also be trained on the same schedule.

Additional training will also be done when an employee uses a different type of respirator or workplace conditions affecting respiratory hazards or respirator use have changed.

Training will cover the following topics:

- Why the respirator is necessary,
- The respirator's capabilities and limitations,
- How improper fit, use or maintenance can make the respirator ineffective,
- How to properly inspect, put on, seal check, use, and remove the respirator,
- How to clean, repair and store the respirator or get it done by someone else,
- How to use a respirator in an emergency situation or when it fails,
- Medical symptoms that may limit or prevent respirator use,
- Our obligations under the Respirators Rule.

Our training program is attached.

Respiratory Program Evaluation

We evaluate our respiratory program for effectiveness by doing the following steps:

1. Checking results of fit-test results and health provider evaluations.
2. Talking with employees who wear respirators about their respirators – how they fit, do they feel they are adequately protecting them, do they notice any difficulties in breathing while wearing them, do they notice any odors while wearing them, etc.
3. Periodically checking employee job duties for changes in chemical exposure.
4. Periodically checking maintenance and storage of respirators.
5. Periodically checking how employees use their respirators.

Recordkeeping

The following records will be kept:

- A copy of this completed respirator program
- Employees' latest fit-testing results
- Employee training records
- Written recommendations from our medical provider

The records will be kept at the following location:

1850 E North St. Crown Point, IN (Main Office)

Employees will have access to these records.

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Which Respirator?

The type and brands of respirators vary widely ranging from simple dust masks to supplied air respirators like the kind firemen wear. Following is description of the main type of respirator that we will be using.



Dust Masks (filtering facepieces)

These simple, two-strap disposable dust masks are designed only for dusts. They are not as protective as other respirators, but do an adequate job in many cases, unless the dust is really toxic or copious. Don't confuse these two-strap masks with the less protective one-strap dust mask designed only for pollen or non-toxic dust.

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Table 5 Assigned Protection Factors (APF) for Respirator Types	
If the respirator is a(n)	Then the APF is
Air-purifying respirator with a: <ul style="list-style-type: none"> • Quarter-mask • Half-facepiece. This category includes filtering facepiece and elastomeric facepiece • Full-facepiece 	5 10 50
Powered air-purifying respirator (PAPR) with a: <ul style="list-style-type: none"> • Loose-fitting facepiece • Half-facepiece • Full-facepiece • Hood or helmet <p>Note: PAPRs with helmets/hoods may receive an APF of 1000 only when you have evidence that testing of these respirators demonstrates performance at a level of protection of 1,000 or greater. Such evidence must be provided by the respirator manufacturer. This level of performance can best be demonstrated by performing a workplace protection factor (WPF) or simulated workplace protection factor (SWPF) study or equivalent testing.</p>	25 50 1000 25/1000 (see note)
Air-line respirator with a: <ul style="list-style-type: none"> • Half facepiece and designed to operate in demand mode • Loose-fitting facepiece and designed to operate in continuous flow mode • Half-facepiece and designed to operate in continuous-flow mode • Half facepiece and designed to operate in pressure-demand or other positive-pressure mode • Full-facepiece and designed to operate in demand mode. • Full-facepiece and designed to operate in continuous-flow mode • Full-facepiece and designed to operate in pressure-demand or other positive-pressure mode • Helmet or hood and designed to operate in continuous flow mode <p>Note: Air-line respirators with helmets/hoods designed to operate in continuous-flow mode may receive an APF of 1000 when you have evidence that testing of these respirators demonstrates performance at a level of protection of 1,000 or greater. Such evidence must be provided by the respirator manufacturer. This level of performance can best be demonstrated by performing a workplace protection factor (WPF) or simulated workplace protection factor (SWPF) study or equivalent testing.</p>	10 25 50 50 50 1000 1000 25/1000 (see note)
Self-contained breathing apparatus (SCBA) with a tight fitting <ul style="list-style-type: none"> • Half-facepiece and designed to operate in demand mode • Full facepiece and designed to operate in demand mode • Full-facepiece and designed to operate in pressure-demand mode or other positive pressure mode (e.g. open/closed circuit) • Helmet or hood and designed to operate in demand mode • Helmet or hood and designed to operate in pressure demand or other positive-pressure mode (e.g. open/closed circuit) 	10 50 10,000 50 10,000
Combination respirators <ul style="list-style-type: none"> • When using a combination respirator such as an air-line respirator with an air-purifying filter, you must make sure the APF is appropriate to the mode of operation in which the respirator is used. 	
Escape respirators <ul style="list-style-type: none"> • APFs in this table do not apply to respirators used solely for escape. To select escape respirators, go to Step 8 of this section. 	

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Respirator Training Record

Employee Name (printed)

I certify that I have been trained in the use of the following respirator(s):

N95 Particulate Respirator

This training included the inspection procedures, fitting, maintenance and limitations of the above respirator(s). I understand how the respirator operates and provides protection. I further certify that I have heard the explanation of the respirator(s) as described above and I understand the instructions relevant to use, cleaning, disinfecting and the limitations of the respirator(s).

Employee Signature

Instructor Signature

Date

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Seal Check Procedures (from Respirators Rule)

Table 21
User Seal Check Procedure

Important Information for Employees:

- You need to conduct a seal check each time you put your respirator on before you enter the respirator use area. The purpose of a seal check is to make sure your respirator (which has been previously fit tested by your employer) is properly positioned on your face to prevent leakage during use and to detect functional problems.
- The procedure below has 2 parts; a positive pressure check and a negative pressure check. You must complete both parts each time. It should only take a few seconds to perform, once you learn it.
 - If you can't pass both parts, your respirator is not functioning properly, see your supervisor for further instruction.

Positive Pressure Check:

1. Remove exhalation valve cover, if removable.
2. Cover the exhalation valve completely with the palm of your hand while exhaling gently to inflate the facepiece slightly.
3. The respirator facepiece should remain inflated (indicating a build-up of positive pressure and no outward leakage).
 - If you detect no leakage, replace the exhalation valve cover (if removed), and proceed to conduct the negative pressure check .
 - If you detect evidence of leakage, reposition the respirator (after removing and inspecting it), and try the positive pressure check again.

Negative Pressure Check:

4. Completely cover the inhalation opening(s) on the cartridges or canister with the palm(s) of your hands while inhaling gently to collapse the facepiece slightly.
 - If you can't use the palm(s) of your hands to effectively cover the inhalation openings on cartridges or canisters, you may use:
 - Filter seal(s) (if available)
 - or
 - Thin rubber gloves
5. Once the facepiece is collapsed, hold your breath for 10 seconds while keeping the inhalation openings covered.
6. The facepiece should remain slightly collapsed (indicating negative pressure and no inward leakage).
 - If you detect no evidence of leakage, the tightness of the facepiece is considered adequate, the procedure is completed, and you may now use the respirator.
 - If you detect leakage, reposition the respirator (after removing and inspecting it) and repeat both the positive and negative fit checks.

