1.0 Policy

Work sites shall be comfortable for all employees and maintained to the highest feasible level of quality.

2.0 Purpose

To control risk of personnel injury, environmental impact, and property damage are controlled for industrial hygiene-related issues.

3.0 Scope

Applies to all Sunbelt Controls work sites.

4.0 Definitions

None

5.0 Requirements

5.1 General

Periodic evaluations of every work site shall be made to determine the degree of risk arising from exposure to chemical, physical, or biological agents.

All work areas shall be evaluated by the Safety Manager, Site Safety Coordinator or other designated competent person (e.g. Industrial Hygienist).

Noise levels shall be controlled where feasible, so as to create and sustain a productive work place for the type of work being conducted (reference sub-section 5.6 of Section 25).

Supplementary and/or temporary fuel fired heaters shall not be used unless the Safety Manager or Site Safety Coordinator has reviewed the environmental conditions in the area of use.

Work environments involving extreme heat or cold shall be evaluated as necessary. Buddy systems, acclimatization programs, reduced rate of production, cessation of highly hazardous tasks, increased number of breaks, additional fluid supplements, warming trailers, etc. shall be considered, as appropriate.

5.2 Air Contaminants

Potential health hazards of air contaminants resulting from industrial operations shall be evaluated by the Safety Manager/Site Safety Coordinator or other designated competent person.

The Safety Manager/Site Safety Coordinator shall determine what air contaminants should be evaluated further through the use of industrial hygiene monitoring.

Any initial or baseline monitoring shall consist of air monitoring in multiple locations within each worksite depending upon layout and repeated under varying conditions.

Changes to the work environment and the continuing effectiveness of engineering controls shall be determined through follow up monitoring.

Personal monitoring shall be utilized to the fullest extent possible.

When the results of the air monitoring reveal air contaminants at concentration equal to or greater than one-half the PEL, engineering controls shall be implemented where feasible to reduce the contaminant level.

Respiratory protection shall be worn in areas with air contaminant concentrations above the TLV or the PEL when engineering controls and/or administrative controls do not resolve first (reference Respiratory Protection under section [27] of this manual). Applicable engineering and/or administrative controls shall continue to be implemented during the use of respiratory protection.

Control devices on equipment shall be regularly inspected and tested. The Safety Manager / Site Safety Coordinator shall evaluate the control techniques and their effectiveness on controlling air contamination. Work site management shall immediately inform the Safety Manager / Site Safety Coordinator of any changes that may effect contaminant concentrations.

5.3 Ensuring Reliability of Test Equipment

All users of portable gas test equipment shall be trained in proper use, care, inspection and calibration requirements, and limitations of the equipment.

Routine replacement of parts shall be performed in accordance with the manufacturer's written instructions by qualified personnel. All other repairs must be undertaken by the authorized service provider.

The Safety Manager should be consulted prior to purchasing/renting a portable air monitor.

Monthly checks (as a minimum) shall be carried out by each test equipment holder. A record of these checks shall be maintained at the work site being tested.

Each test equipment holder shall:

- Have a calibration kit, to verify meter calibration prior to each use and on a monthly basis. The calibration checks shall be documented
- Dispatch any instrument not operating properly (or out of calibration) for necessary repair

A monthly inspection shall be performed to include the following:

- **Oxygen Meter:**
  - Inspect squeeze bulb and hoses for deterioration (where used)
  - Calibrate using appropriate test gas
  - Test battery
- **Explosivity Meter:**
  - Inspect squeeze bulb and hoses for deterioration (where used)
  - Calibrate using appropriate test gas
  - Test batteries

An external, independent calibration is necessary on a scheduled basis to ensure correct performance of the units. Preventative maintenance shall also be carried out at this time.

This external independent check shall take place on or before the DO NOT USE AFTER (date) which is attached to the instrument. Instruments failing to recharge satisfactorily or calibrate through normal adjustments should be dispatched for repair.

Instruction manuals and Response Curve Booklet should be kept with each unit. Both publications should be used as a first reference in the event of any questions as to the instrument performance.

5.4 Noise Monitoring

Noise monitoring shall be arranged by the Business Unit Safety Manager in response to workplace assessments, employee complaints or regulatory requirement.

6.0 References

OSHA 29 CFR 1910 Subpart(s) G, J, Z
OSHA 29 CFR 1926 Subpart(s) C, D, Z
OSHA 29 CFR 1926.51(c) Table D-1
ASHRAE standards appropriate to the site
ACGIH standards as referenced and appropriate at site