



United States Department of the Interior

BUREAU OF LAND MANAGEMENT

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March 10, 2005

In Reply Refer To:
1112 (CA-940) P

EMS TRANSMISSION: 3/10/05
Instruction Memorandum No. CA-2005-024
Expires: 09/30/06

To: DSDs, CDD District Manager, All Field Managers
Attn: Fire Management Officers and Safety Officers

From: State Director

Subject: Policy on Respiratory Protection Program (RPP)

The attached policy restates procedures to protect employees from potential hazards associated with respiratory exposures to chemical, mineral, biological or other material agents detected in the workplace or on public lands.

The purpose of this policy is to establish the requirements for the use and maintenance of respiratory protection equipment for all California BLM facilities. This program is in compliance with Occupational Safety and Health (OSHA) regulations, 29 CFR 1910.134, 29 CFR 1910.120, and 485 DM 17.

If you have any questions regarding the policy, please call Jim Anger, State Safety and Health Manager, at (916) 978-4521.

Signed by:
James Wesley Abbott
Associate State Director

Authenticated by:
Richard A. Erickson
Records Management

3 Attachments:

1. The New OSHA Respiratory Protection Standard (3 pp)
2. Respiratory Protection Program (30 pp)
3. Appendix D to Sec.1910.134 (Mandatory) Information for Employees Using Respirators When Not Required Under the Standard (1 pp)

THE NEW OSHA RESPIRATORY PROTECTION STANDARD

OSHA has published a final rule revising the Respiratory Protection Standard to add a new quantitative fit-testing procedure to assist workers and employers in the proper fit and selection of respirators. The rule became effective: **September 3, 2004.**

The new fit-testing protocol referred to as the Controlled Negative Pressure (CNP) REDON protocol, requires three different test exercises followed by two “redonnings” of the respirator. The three test exercises listed in order of administration are: Normal Breathing, Bending Over and Head Shaking.

The procedures for administering the new CNP REDON protocol with the three test exercises and two respirator donnings to an employee and for measuring respirator leakage during each test are summarized below:

- **Facing Forward.** In a normal standing position, without talking, breathe normally for 30 seconds; then while facing forward, hold breath for 10 seconds during sampling.
- **Bending over.** Bend at waist for 30 seconds and hold breath for 10 seconds during sampling.
- **Head Shaking.** Shake head back and forth vigorously several times shouting for approximately three seconds and, while facing forward, hold breath for 10 seconds during sampling.
- **First Re-donning.** Remove respirator, loosen all face-piece straps, and then re-don the respirator mask; after re-donning the mask, face forward and hold breath for 10 seconds during sampling.
- **Second Re-donning.** Remove respirator, loosen all face piece straps and the re-don the respirator mask again; after re-donning the mask, face forward and hold breath for 10 seconds during sampling.

Details of the new respiratory protection fit-testing requirements and notice of the final rule are published in the **August 4, 2004, Federal Register.**

The new standard reflects the current respirator technology and ways to ensure they fit. The revised standard also clarifies responsibility for administering a respirator program and its provisions, adds definitions, and provides specific guidance on respirator selection, use, hazard evaluation, medical evaluations, fit testing, and training.

The changes will simplify respirator requirements by deleting duplicated provisions in OSHA standards to make them consistent.

Major requirements of a respirator program as outlined in the new standard include:

- < A written plan with worksite-specific procedures to tailor programs to each worksite.
- < Risk Assessment (RA)) is required to characterize respiratory hazards and conditions of work to help employers in selecting appropriate respirators.
- < Medical evaluations are required to determine the ability of workers to wear the respirator selected.
- < Fit testing of tight fitting respirators are required to reduce facial leakage and ensure that the respirators provide adequate protection.
- < Training is required to ensure that employees use respirators safely.
- < Periodic program evaluations are required to ensure that respirator use continues to be effective.

CHANGES FROM THE PROPOSED STANDARD

- < It supersedes existing standards that require semiannual fit testing and requires annual fit testing.
- < The use of portable quantitative fit testing devices is permitted.
- < The employer simply provides enough respirator choices to obtain an acceptable fit among employees instead of being required to have, at least, three different sizes of face pieces from two different manufactures.
- < The disposable respirators can be reused if they continue to protect employees.

CHANGES FROM THE PROPOSED STANDARD

- < The requirement of an annual review of the employee's medical status has been replaced by event driven reviews
- < A medical questionnaire rather than a hands-on physical examination can be used to evaluate an employee's ability to wear a respirator.
- < It accepts previous training in lieu of full initial training.
- < The compliance deadlines has been extended to 150 and 180 days after the effective date.

Other Important Aspects

A revised table of Assigned Protection Factors (APF), the numerical ratings given to different types of respirators to tell users how much protection the respirator can provide, will be added to the final rule at a later date.

OSHA's original respirator protection standard will continue to apply to respirator use of occupational exposure to tuberculosis (TB) until the TB standard (proposed standard was published in November 1997) is made final. With regard to efficiency, any respirators certified by NIOSH under 42 CFR Part 84 and HEPA respirators certified under 30 CFR Part 11 will be acceptable to OSHA, in the interim, for protection against occupational exposure to TB.

The OSHA respirator standard and the NIOSH certification standard work together. The OSHA standard requires selection of NIOSH - certified respirators and their use as specified by the conditions of NIOSH certification. The OSHA standard is being published during the transition from respirators certified under the old NIOSH 30 CFR Part 11 certification procedures to those certified under the new NIOSH 42 Part 84 procedures. The OSHA standard accommodates respirator selection under either NIOSH standard.

CALIFORNIA

**BUREAU OF LAND
MANAGEMENT**

**RESPIRATORY PROTECTION
PROGRAM REQUIREMENTS**

RESPIRATORY PROTECTION PROGRAM

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Respiratory Protection Program (RPP)

I. BACKGROUND

The RPP is established to provide worker protection and prevention of occupational diseases and injuries caused by employees breathing contaminated air. Respirator protection provides an important control method for limited employee exposure situations. It should never be considered a reliable control method in place of other types of respiratory protection control methods when tasks are frequent, defined, and of a continuous nature. General and local ventilation systems and substitution and process containment procedures provide priority control methods.

Many health effects of respiratory hazards are insidious and OSHA estimates that 6,850 to 11,000 cancer deaths occur annually from chronic exposure to occupational airborne carcinogens. Employees sometimes underestimate the complexity of respiratory protection and training is often general. Workers frequently receive the wrong respirator for the hazard and correct respirators are either not worn or incorrectly worn. The following RPP establishes guidelines for all California Bureau of Land Management (BLM) employees.

II. PURPOSE

The purpose of this policy is to establish the requirements for the use and maintenance of respiratory protection equipment used at all California BLM facilities. This program is in compliance with Occupational Safety and Health (OSHA) regulations, 29 CFR 1910.134, 29, CFR 1910.120, and 485 DM 17. The objective of the RPP is to prevent employee exposure to airborne contaminants that are greater than permissible by OSHA standards. Respirators are to be used only where engineering controls of respiratory hazards are not feasible, while engineering controls are being installed, or in emergencies.

III. POLICY

A. RESPONSIBILITY

1. The State Director, Associate State Director, District Manager and Field Office Managers are responsible for establishing and maintaining the RPP.
2. The State Safety and Occupational Health Manager is responsible for:
 - a. Coordinating the program.
 - b. Developing and evaluating the written program.
 - c. Coordinating the medical testing, monitoring, and record keeping.

3. Each manager is responsible, based on any Risk Assessment identifying a need for worker respiratory protection, for the development and implementation of a written and work site specific RPP Program, as well as:
 - a. The selection of a suitably trained RPP administrator.
 - b. Provide employee training.
 - c. Provide employee medical evaluation.
 - d. Annual review and evaluation of the RPP.
4. The RPP administrator is responsible for:
 - a. Ensuring that employees follow the RPP program.
 - b. Procurement of selected respirators and other protective equipment.
 - c. Ensuring that employees are annually fit tested.
 - d. Provide annual training.
 - e. Assure that respirators are worn.
 - f. Ensures that employees follow established procedures for using, cleaning, and storage of the RPP equipment.
5. Employees are responsible for using their assigned respirator in accordance with instructions and training received. Employees will promptly report any problems or malfunctions to their supervisor, and comply with all provisions of the RPP. This RPP applies to all California BLM employees who are identified through Risk Assessment (RA) to be engaged in activities that may require the use of a respirator. Such activities may include occasional entry into uncontrolled hazardous waste sites for the purpose of site investigation, sampling, contract monitoring, etc.
6. Law Enforcement personnel approved to wear respirators and members of the HazMat Technical Response Team are covered by a separate RPP and will not be included in any other RPPs.
7. Where Risk Assessment (RA) does not identify any respiratory protection needs, the manager may provide respirators at the request of employees or permit employees to use their own respirators, if the RA determines that such respirator use will not in itself create a hazard. If management determines that any voluntary respirator use is permissible, the RPA shall:
 - a. Provide the respirator users with the information contained in appendix I of the Respiratory Protection Plan example included in this document.
 - b. Establish and implement those elements of a written respiratory protection program necessary to ensure that any employee using a respirator voluntarily is medically able to use that respirator, and that the respirator is cleaned, stored, and maintained so that its use does not present a health hazard to the user.

8. Exception: Managers are not required to include in a written respiratory protection program those employees whose only use of respirators involves the voluntary use of filtering face pieces (dust masks).

IV. RESPIRATORY PROTECTION PLAN

When effective engineering controls are not feasible, or while they are being instituted, appropriate respirators will be used pursuant to the following requirements. Respirators will be supplied by the BLM. The BLM will be responsible for the establishment and maintenance of an RPP. The employee will use the provided respiratory protection in accordance with instructions and training received.

A. REQUIREMENTS

1. Each BLM facility will prepare a written standard of operating procedures for the RPP and identify the employees who will be included in the RPP.
2. The program must be administered by a suitably trained program administrator.
3. Respirator and cartridge selection will be based on the nature of the hazard to which the user is exposed. All BLM employees entering uncontrolled hazardous waste sites where the type and extent of respiratory hazard can not be reasonably determined prior to entry will wear a self-contained breathing apparatus (SCBA). The type of respiratory protection to be used for other safety and health related activities will be determined on a case-by-case basis through a JHA.
4. All respirators will be approved by the National Institute for Occupational Safety and Health, Mine Safety, and Health Administration.
5. Respirators will be cleaned and disinfected regularly. Respirators used by more than one worker must be thoroughly cleaned and disinfected after each use. Respirator cartridges that are used routinely must be evaluated prior to reuse. Storage of respirators must be in a convenient, clean, and sanitary location.
6. The RPP program administrator must review worker environment when anticipated changes to the work environment may occur. This review will be to determine conditions, degree of employee exposure, or stress due to atmospheric conditions.
7. Respirators will be assigned only to employees who have been determined by a physician to be able to perform the work and use the equipment. The respirator users will have their medical status reviewed annually or sooner if required by a physician, or if any changes in the user's health or work occur. Respirators will be used by only those to whom they are assigned.

Not everyone is able to wear a respirator. Conditions such as allergies, asthma, bronchitis, claustrophobia, emphysema, high blood pressure, heart conditions, and facial abnormalities (such as scars) could interfere with the safe use of a respirator.

8. Fit Testing: Those employees who have been medically cleared to wear a respirator will be annually fit tested by qualified personnel. There are two types of fit testing, qualitative and quantitative. During a qualitative fit test the employee is exposed to a test agent, such as an odorous chemical, while wearing the respirator. If no odor or irritation is detected, a proper fit is indicated. Quantitative fit testing offers the most accurate and detailed information on respirator fit. It involves the introduction of a harmless aerosol to the wearer while he/she is in a test chamber. While simulating workplace movements, the air inside and outside the face piece is measured for the presence of the aerosol to determine any leakage into the respirator.
9. Fit checks should be performed every time a respirator is to be used to perform a negative fit check. Employees should put the face piece on and adjust the straps for a comfortable fit. With palms over the inhalation inlets to prevent any air from getting in, inhale slowly and hold your breath for about ten seconds, the face piece should collapse inward. If it does and no leaks are felt outside, the fit should be secure. To perform a positive fit check, close off the exhalation valve with the palm of your hand and blow out slowly into the face piece and hold your breath for about ten seconds, the face piece should bulge out slightly. While holding your breath, check for air leaks between your face and the seal. If no leak can be detected and the face piece bulges out slightly, the fit should be secure. It is important to remember that a fit check is not a fit test.
10. There will be an annual evaluation of each BLM facility's RPP, by the Manager, RPP Administrator, the Field Office Safety Officer and/or the State Safety & Occupational Safety Manager, to determine the effectiveness of the program.
11. Respirator selection will be based on the following:
 - a. Nature of hazard.
 - b. Type of hazard.
 - c. Proximity to respirable air.
 - d. Time of use.
 - e. Activities.
 - f. Capabilities and limitations of respirator.
 - g. Assigned protection factors.

B. RESPIRATOR USE TRAINING

1. The responsibility for respirator training is that of the RPP Administrator in coordination with the Safety Officers and Hazardous Materials Specialist located at each BLM facility. The training will address each of the following topics:
 - a. Respiratory hazards.
 - b. Engineering and administrative controls.
 - c. Selection reasoning.

- d. Respirator function, capabilities, and limitations.
- e. Donning and checking fit.
- f. Proper wearing.
- g. Maintenance, inspection, and storage.
- h. Emergency situations.
- i. Regulations.

Records of training should be documented by the RPP Administrator and copies forwarded to the State and District Office Safety and Health Specialists. These records will be maintained through a computer tracking system for the employment period of the employee.

C. RECORDS MANAGEMENT

1. Records of respirator training and physician reviews must be kept for at least the duration of employment of the user or as specified by a specific contaminant exposure. Fit test and leak test records must be kept until replaced by newest test. RPP Administrators are to assure that employee records are completed and forwarded to the appropriate District Field Office and State Office Safety and Occupational Health personnel. The Safety and Occupational Health Manager will retain the records on a computer system or hard copy of the class roster and forward the documentation to CA-940 for filing in the Employee Medical File and the Safety HazMat Center.

V. HAZMAT TECHNICAL RESPONSE TEAM - Respiratory Protection Program

(This section is provided as an example RPP. However, Appendix define regulatory requirements, with appendixes E, I, and L mandatory)

In the control of those occupational diseases caused by breathing air contaminated with harmful dusts, fogs, fumes, mists, gases, smokes, sprays, or vapors the primary objective will be to prevent atmospheric contamination. When effective engineering controls are not feasible, or while they are being instituted, appropriate respirators will be used pursuant to 29 CFR1910.134.

The employer will provide respirators and supplies which are applicable and suitable for the purposes intended, training, and medical evaluations.

The RPP Administrator will function as the HTRT Leader or the alternate Lead when the Leader is not available. The responsibilities of the RPP Administrator will include:

- A. Selection of respirators and related equipment, based on specific-work-site use (Refer to Procedures for selecting respirators: Appendix A).

- B. Arranging for medical evaluations for employees required to use respirators (Refer to Medical Evaluation Procedures: Appendix B).
- C. Arranging for the Fit Testing of employees using tight fitting respirators (Refer to Fit Testing Procedures for Respirators: Appendix D).
- D. Implement work-site-specific procedures for proper use of respirators in routine and reasonably foreseeable emergency situation (Refer to Use of Respirators: Appendix E).
- E. Implement procedures and schedules for cleaning, disinfecting, storing, inspecting, repairing, discarding, and otherwise maintaining respirators (Refer to Maintenance and Care of Respirators: Appendix F).
- F. Implement procedures to ensure adequate air quality, quantity, and flow of breathing respirators (Refer to Breathing Air Quality and Use: Appendix G).
- G. Provide training for employees about the respiratory hazards to which they are potentially Exposed during routine & emergency situations (Refer to Training Information: Appendix H).
- H. Provide training for employees in the proper use of respirators, including putting respirators on and removing them, any limitations on their use, and their maintenance (Refer to Training Information: Appendix H).
- I. Implement procedures for regularly evaluating the effectiveness of the program (Refer to Program Evaluation: Appendix I) and;
- J. Maintain required documentation and records related to the RPP (Refer to Record Keeping: Appendix J).

Work-site-specific procedures for respirator use will be clearly outlined in each Site Safety and Health Safety Plan (SSHP). A SSHP is required for each response the HTRT conducts.

APPENDIX A

PROCEDURES FOR SELECTING RESPIRATORS

I. Identify and evaluate the respiratory hazard(s) in the workplace; this evaluation shall include:

A. A reasonable estimate of exposure to respiratory hazard(s), and;

B. Identification of the contaminant's chemical state and physical form. Where the contaminant cannot be identified or reasonable estimate of the workers exposure made, the atmosphere shall be considered to be immediately dangerous to life or health (IDLH).

1. For protection against gases and vapors the RPP Administrator shall provide:

- a. An atmosphere-supplying respirator, or
- b. An air-purifying respirator, provided that:
- c. The respirator is equipped with an end-of-service indicator (ESLI) certified by NIOSH for the contaminant; or
- d. If no ESLI is appropriate for the condition, then a written change schedule for canisters and cartridges that will ensure they are changed before the end of their service life is established and followed.

2. For protection against particulate substances the RPP Administrator shall provide;

- a. An atmosphere-supplying respirator; or
- b. An air-purifying respirator equipped with a filter certified by NIOSH under 30 CFR Part 11 as a high efficiency particulate air (HEPA) filter, or an air-purifying respirator equipped with a filter certified for particulate substances by NIOSH under 42 CFR part 84.
- c. All oxygen-deficient atmospheres shall be considered IDLH. Exception: If it can be demonstrated that under all foreseeable conditions, the oxygen concentration can be maintained within the ranges specified:

Altitude (ft.)	% oxygen for which atmosphere-supplying respirators must be used.
Less than 3,001	16.0-19.5
3,001-4,000	16.4-19.5
4,001-5,000	17.1-19.5
5,001-6,000	17.8-19.5
6,001-7,000	18.5-19.5
7,001-8,000	19.3-19.5
no exception	<19.5

B. (Continued) Identification of the contaminant's chemical state and physical form. Where the contaminant cannot be identified or reasonable estimate of the workers exposure made, the atmosphere shall be considered to be immediately dangerous to life or health (IDLH).

3. Select an appropriate respirator based on the respiratory hazard(s) to which the worker is exposed and workplace and user factors that effect respirator performance and reliability.

4. Select only NIOSH-certified respirators.

5. Select respirators from a sufficient number of respirator models and sizes so that the respirator is acceptable to and correctly fits the user. Ensure compliance with all other OSHA statutory and regulatory requirements, under routine and reasonably foreseeable emergency situations.

6. Respirator selection for IDLH atmospheres.

a. A full face piece pressure demand SCBA certified by NIOSH for a minimum service life of thirty minutes, or

b. A combination full face piece pressure demand supplied-air respirator (SAR) with auxiliary self-contained air supply.

c. Respirators provided only for escape from IDLH atmospheres shall be NIOSH certified for escape from the atmosphere in which they will be used.

APPENDIX B
(29 CFR 1910.134(e))

MEDICAL EVALUATION PROCEDURES

1. Identify a physician or other licensed health care professional (PLHCP) to perform medical evaluations by using:
 - a. The medical evaluation questionnaire (Refer to 29 CFR 1910.134 Appendix C); or
 - b. A medical examination that obtains the same information as the medical questionnaire.
2. Arrange for a follow-up medical examination for an employee who gives a positive response to questions 1 through 8 in Section 2, Part A of Appendix C or whose initial medical examination demonstrates the need for a follow-up medical examination.
 - a. The follow-up medical examination shall include any medical tests, consultations, or diagnostic procedures that the PLHCP deems necessary to make a final determination.
3. Administration of the medical questionnaire and examinations:
 - a. Will be administered confidentially during normal working hours.
 - b. Will provide the employee with an opportunity to discuss the questionnaire and examination results with the PLHCP.
4. Supplemental information that must be provided to the PLHCP before the PLHCP makes a recommendation concerning an employee's ability to use a respirator:
 - a. The type and weight of the respirator to be used by the employee.
 - b. The duration and frequency of respirator use (including use for rescue and escape).
 - c. The expected physical work effort.
 - d. Additional protective clothing and equipment to be worn; and
 - e. Temperature and humidity extremes that may be encountered.
 - f. Any supplemental information provided previously to the PLHCP regarding an employee need not be provided for a subsequent medical evaluation if the information and the PLHCP remain the same.
 - g. Provide the PLHCP with a copy of the written respiratory protection program.
 - h. If a PLHCP is replaced, the new PLHCP must be provided all information either by delivering the documents directly or having them transferred from the former PLHCP.
 - i. A copy of this section or a copy of 29 CFR 1910.134 (e).

5. To determine the employee's ability to use a respirator the RPP Administrator shall;
 - a. Obtain a written recommendation regarding the employee's ability to use the respirator from the PLHCP which shall only contain the following information:
 - 1) Any limitations on respirator use related to the medical condition of the employee, or relating to the workplace conditions, in which the respirator will be used, including whether or not the employee is medically able to use the respirator.
 - 2) The need, if any, for follow-up medical evaluations; and
 - 3) A statement that the PLHCP has provided the employee with a copy of the PLHCP's written recommendation.
 - b. If the PLHCP finds a medical condition that may place the employee's health at risk by using a negative pressure respirator the RPP Administrator shall provide a powered air-purifying respirator (PARR) if the PLHCP's medical evaluation finds the employee can wear such a respirator.
6. At a minimum, the RPP Administrator shall arrange additional medical evaluations that comply with the requirements of this section if:
 - a. An employee reports medical signs or symptoms that are related to ability to use a respirator.
 - b. A PLHCP, supervisor, or the RPP Administrator determines that an employee needs to be reevaluated.
 - c. Observations made during fit testing and respiratory protection program evaluation, indicate a need for employee reevaluation; or
 - d. A change occurs in workplace conditions (e.g., physical work effort, protective clothing, temperature) that may result in a substantial increase in the physiological burden placed on an employee.
 - e. OSHA recommends additional medical evaluations at least once a year.

APPENDIX C

FIT TESTING PROCEDURES FOR RESPIRATORS

1. Before an employee is required to use any tight fitting respirator they must be fit tested with the same make, model, style, and size of respirator that will be used.
2. The RPP Administrator shall ensure that employees using a tight fitting face piece respirator pass an appropriate qualitative fit test (QLFT) or quantitative fit test (QNFT).
3. The RPP Administrator shall ensure that an employee using a tight fitting face piece respirator is fit tested prior to initial use of the respirator, whenever a different respirator face piece (size, style, model or make) is used, and at least annually.
4. The RPP Administrator shall arrange for an additional fit test whenever the employee reports, or the employer, PLHCP, supervisor, or the RPP Administrator makes visual observations of, changes in the employee's physical condition that could affect respirator fit.
5. If after passing a QLFT or QNFT, the employee subsequently notifies the RPP Administrator, supervisor, or PLHCP that the fit of the respirator is unacceptable, the employee shall be given a reasonable opportunity to select a different respirator face piece and to be retested.
6. The fit test shall be administered using an OSHA-accepted QLFT or QNFT protocol. (Refer to Protocols and Procedures: 29 CFR 1910.134: Appendix A) and changes effective September 2004.

APPENDIX D

USE OF RESPIRATORS

1. Face piece seal protection requires that the RPP Administrator not permit respirators with tight fitting face pieces to be worn by employees who have:
 - a. Facial hair that comes between the sealing surface of the face piece and the face or that interferes with valve function; or
 - b. Any condition that interferes with the face-to-face piece seal or valve function.
2. The RPP Administrator shall ensure that if an employee wears corrective glasses, goggles, or other personal protective equipment they shall not interfere with the seal of the face piece to the face of the user.
3. The RPP Administrator shall ensure that employees using tight fitting respirators perform a mandatory user seal check each time they put on the respirator (Refer to 29 CFR 1910.134: Appendix B-1: Included at end of this section).
4. The RPP Administrator shall assure that supervisors maintain appropriate surveillance of work area conditions and degree of employee exposure or stress.
 - a. When changes in work area conditions or employee's exposure or stress occur that may affect respirator effectiveness, the RPA shall reevaluate the continued effectiveness of the respirator.
5. The RPP Administrator and/or supervisor shall ensure that employees leave the respirator use area:
 - a. To wash their faces and respirator face pieces as necessary to prevent eye or skin irritation associated with respirator use; or
 - b. If they detect vapor or gas breakthrough, changes in breathing resistance, or leakage of the face piece; or
 - c. To replace the respirator or the filter, cartridge, or canister elements.
6. For all IDLH atmospheres, the RPP Administrator or supervisor shall ensure that:
 - a. One employee or more is located outside the IDLH atmosphere.
 - b. Visual, voice, or signal line communication is maintained between the employee(s) in the IDLH atmosphere and the employee(s) located outside the IDLH atmosphere.
 - c. The employee(s) located outside the IDLH atmosphere are trained and equipped to provide effective emergency rescue.

- d. The RPP Administrator or supervisor must be notified before the employee(s) located outside the IDLH atmosphere enter the IDLH atmosphere to provide emergency rescue.
 - 1) Once notified the RPP Administrator or supervisor, shall provide any necessary assistance appropriate to the situation.
- e. Employee(s) located outside the IDLH atmosphere are equipped with:
 - 1) Pressure demand or other positive pressure SCBAs, or a pressure demand or other positive pressure supplied-air respirator with auxiliary SCBA; and either
 - 2) Appropriate retrieval equipment for removing the employee(s) who enter the hazardous atmospheres, provided the retrieval equipment would not increase the overall risk resulting from entry; or
 - 3) Equivalent means for rescue where retrieval equipment would increase the overall risks.

APPENDIX E
29 CFR 1910.134 - Appendix B-1

USER SEAL CHECK PROCEDURES (Mandatory)

The individual who uses a tight fitting respirator is to perform a user seal check to ensure that an adequate seal is achieved each time the respirator is put on. Either the positive and negative pressure checks listed in this appendix, or the respirator manufacturer's recommended user-seal check method shall be used. User-seal checks are not substitutes for qualitative or quantitative fit test.

I. Face Piece Positive and/or Negative Pressure Checks

A. Positive Pressure Check: Close off the exhalation valve and exhale gently into the face piece. The face fit is considered satisfactory if a slight positive pressure can be built up inside the face piece without any evidence of outward leakage of air at the seal. For most respirators this method of leak testing required the wearer to first remove the exhalation valve cover before closing off the exhalation valve and then carefully replacing it after the test.

B. Negative Pressure Check: Close off the inlet opening of the canister or cartridge(s) by covering with the palm of the hand(s) or by replacing the filter seal(s), inhale gently so that the face piece collapses slightly, and hold your breath for ten seconds. The design of the inlet opening of some cartridges cannot be effectively covered with the palm of the hand. The test can be performed by covering the inlet opening of the cartridge with a thin latex or nitrile glove. If the face piece remains in its slightly collapsed condition and no inward leakage of air is detected, the tightness of the respirator is considered satisfactory.

II. Manufacturer's Recommended User Seal Check Procedures

A. The respirator manufacturer's recommended procedures for performing a user-seal check may be used instead of the positive and/or negative pressure check procedures provided that the employer demonstrates that the manufacturer's procedures are equally effective.

APPENDIX F

MAINTENANCE AND CARE OF RESPIRATORS

1. The RPP Administrator shall provide each respirator user with a respirator that is clean, sanitary, and in good working order.
2. The RPP Administrator shall ensure that respirators are cleaned and disinfected using the procedures in 29 CFR 1910.134: Appendix B-2 (included at the end of this section).
3. Respirators shall be cleaned and disinfected at the following intervals:
 - a. Respirators issued for the exclusive use of an employee shall be cleaned and disinfected as often as necessary to be maintained in a sanitary condition.
 - b. Respirators issued to more than one employee shall be cleaned and disinfected before being worn by a different individual.
 - c. Respirators maintained for emergency use shall be cleaned and disinfected after each use; and
 - d. Respirators used in fit testing and training shall be cleaned and disinfected after each use.
4. The RPP Administrator shall ensure that respirators are stored as follows:
 - a. All respirators shall be stored to protect them from damage, contamination, dust, sunlight, extreme temperatures, excessive moisture, and damaging chemicals, and they shall be packed or stored to prevent deformation of the face piece and exhalation valve.
 - b. In addition to requirements in (4)(a) emergency respirators shall be:
 - 1) Kept accessible to the work area.
 - 2) Stored in compartments or in covers that are clearly marked as containing emergency respirators; and
 - 3) Stored in accordance with any applicable manufacturer instructions.
5. The RPP Administrator shall ensure that respirators are inspected as follows:
 - a. All respirators used in routine situations shall be inspected before each use and during cleaning.
 - b. All respirators maintained for use in emergency situations shall be inspected at least monthly and in accordance with the manufacturer's recommendations, and shall be checked for proper function before and after each use; and

- c. Emergency escape-only respirators shall be inspected before being carried into the workplace for use.
6. The RPP Administrator shall ensure that respirator inspections include the following:
- a. A check of respirator function, tightness of connections, and the condition of the various parts including, but not limited to, the face piece, head straps, valves, connecting tube, cartridges, canisters or filters; and
 - b. A check of elastomeric parts for pliability and signs of deterioration.
 - c. In addition, self-contained breathing apparatus will be inspected monthly.
 - 1) Air and oxygen cylinders will be maintained in a fully charged state and will be recharged when the pressure falls to 90% of the manufacturer's recommended pressure level.
 - 2) The RPP Administrator will determine that all regulator and warning devices function properly.
7. For respirators maintained for emergency use, the RPP Administrator will:
- a. Certify the respirator by documenting the date the inspection was performed, the name (or signature) of the person who made the inspection, the findings, required remedial action, and a serial number or other means of identifying the inspected respirator; and
 - b. Provide this information on a tag or label that is attached to the storage compartment for the respirator, is kept with the respirator, or is included in inspection reports stored as paper or electronic files.
 - 1) This information will be maintained until replaced following a subsequent certification.
8. The RPP Administrator will ensure that respirators that fail an inspection or are otherwise found to be defective are removed from service, and are discarded, repaired, or adjusted in accordance with the following procedures:
- a. Repairs or adjustments to respirators are to be made only by persons appropriately trained to perform such operations and will use only the respirator manufacturer's NIOSH approved parts designed for the respirator.
 - b. Repairs will be made according to the manufacturer's recommendations and specifications for the type and extent of repairs to be performed; and
 - c. Reducing and admission valves, regulators, and alarms will be adjusted or repaired only by the manufacturer or a technician trained by the manufacturer.

APPENDIX G

BREATHING AIR QUALITY AND USE

1. The RPP Administrator will provide employees using atmosphere-supplying respirators (supplied-air and SCBA) with breathing gases of high purity.
 - a. All compressed air, compressed oxygen, liquid air, and liquid oxygen used for respiration complies to the following specifications:
 - 1) Compressed and liquid oxygen will meet the United States Pharmacopoeia requirements for medical or breathing oxygen; and
 - 2) Compressed breathing air will meet at least the requirements from Grade D breathing air.
 - b. The RPP Administrator will ensure that compressed oxygen is not used in atmosphere-supplying respirators that have previously used compressed air.
 - c. The RPP Administrator will ensure that cylinders used to supply breathing air to respirators meet the following requirements:
 - 1) Cylinders are tested and maintained as prescribed in the Shipping Container Specification Regulations of the Department of Transportation (Refer to 49 CFR part 173 and part 178).
 - 2) Cylinders of purchased breathing air have a certificate of analysis from the supplier that the breathing air meets the requirements for Grade D breathing air; and
 - 3) The moisture content in the cylinder does not exceed a dew point of -50°F (-45.6°C) at 1 atmosphere pressure.
2. The RPP Administrator will ensure that breathing gas containers are marked in accordance with the NIOSH respirator certification standard. (Refer to 42 CFR part 84).
3. The RPP Administrator will ensure that all filters, cartridges, and canisters used in the workplace are labeled and color coded with the NIOSH approval label and that the label is not removed and remains legible.

APPENDIX H

TRAINING INFORMATION

1. The RPP Administrator must provide effective training to employees who are required to use respirators.
 - a. The training must be comprehensive, understandable, and recur annually, or more often if necessary.
 - b. Provide the basic information on respirators in 29 CFR 1910.134 Appendix D (copy at end of this section) or a copy of same to employees who wear respirators when not required by the employer to do so.
2. The RPP Administrator will ensure that each employee demonstrates their knowledge of at least the following:
 - a. Why the respirator is necessary and how improper fit, usage, or maintenance can compromise the protective effect of the respirator.
 - b. What the limitations and capabilities of the respirator are.
 - c. How to use the respirator effectively in emergency situations, including situations in which the respirator malfunctions.
 - d. How to inspect, put on, remove, use, and check the seals of the respirator.
 - e. What the procedures are for maintenance and storage of the respirator.
 - f. How to recognize medical signs and symptoms that may limit or prevent the effective use of respirators; and
 - g. The general requirements of this section.
3. The training will be conducted in a way that is understandable to the employee.
4. The RPP Administrator will provide the training before requiring the employee to use a respirator in the workplace.
5. If the RPP Administrator is able to demonstrate that a new employee has received training within the last 12 months that address the above sections (2)(a) to (g), is not required to repeat such training if the employee can demonstrate knowledge of those elements.
 - a. Previous training not provided initially by the RPP Administrator, must be provided no later than 12 months from the date of the previous training.

6. Retraining will be administered annually, and when the following situations occur:
 - a. Changes in the workplace or the type of respirator render previous training obsolete.
 - b. Inadequacies in the employee's knowledge or use of the respirator suggest that the employee has not retained the requisite understanding or skill; or
 - c. Any other situation arises in which retraining appears necessary to ensure safe respirator use.
7. The basic advisory information on respirators, as presented in 29 CFR 1910.134 Appendix D (copy at the end of this section), will be provided by the RPP Administrator in any written or oral format, to employees who wear respirators when such use is not required by the employer.

APPENDIX I
29 CFR 1910.134 - Appendix D

**INFORMATION FOR EMPLOYEES USING RESPIRATORS
WHEN NOT REQUIRED UNDER STANDARD**

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 the 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, care, and warnings regarding the respirators limitations.
2. Choose respirators certified for use to protect against the contaminant of concern. The National Institute for Occupational Safety and Health of the U.S. Department of Health and Human Services (NIOSH) 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 designed 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.

APPENDIX J

PROGRAM EVALUATION

1. The RPP Administrator will conduct evaluations of the workplace as necessary to ensure that the provisions of the current written respiratory protection program are being effectively implemented and that it continues to be effective.
2. The RPP Administrator will regularly consult employees required to use respirators to assess the employees' views on program effectiveness and to identify any problems.
3. Any problems that are identified during this assessment will be corrected. Factors to be assessed include, but are not limited to:
 - a. Respirator fit (including the ability to use the respirator without interfering with effective workplace performance);
 - b. Appropriate respirator selection for the hazards to which the employee is exposed.
 - c. Proper respirator use under the workplace conditions the employee encounters; and
 - d. Proper respirator maintenance.

APPENDIX K

RECORD KEEPING

1. The RPP Administrator is required to establish and retain written information regarding medical evaluations, fit testing, and the respirator program.
 - a. This information will facilitate employee involvement in the respirator program, assist in auditing the adequacy of the program, and provide a record for compliance determinations by OSHA.
2. Medical evaluation records must be retained and made available in accordance with 29 CFR 1910.1020.
3. Fit testing records must contain the following:
 - a. The name or identification of the employee tested.
 - b. Type of fit test performed.
 - c. Specific make, model, style, and size of respirator tested.
 - d. Date of test; and
 - e. The pass/fail results for QLFTs or the fit factor and strip chart recording or other recording of the test results for QNFTs..
 - f. Fit test records will be retained for respirator users until the next fit test is administered.
4. The RPP Administrator will retain a written copy of the current respirator program.
5. Written materials required to be retained under this section will be made available upon request to affected employees and to OSHA for examination and copying.

APPENDIX L

**OSHA RESPIRATOR MEDICAL EVALUATION QUESTIONNAIRE (Mandatory)
29 CFR 1910.134 - Appendix C**

To the employer: Answers to questions in Section 1, and to question 9 in Section 2 of Part A, do not require a medical examination.

To the employee: Can you read (circle one); Yes / No

Your employer must allow you to answer this questionnaire during normal working hours, or at a time and place that is convenient to you. To maintain your confidentiality, your employer or supervisor must not look at or review your answers, and your employer must tell you how to deliver or send this questionnaire to the health care professional who will review it.

Part A, Section 1, (Mandatory) The following information must be provided by every employee who has been selected to use any type of respirator (please print).

1. Today's date:
2. Your name:
3. Your age (to nearest year):
4. Sex (circle one) Male Female
5. Your height: ft. in.
6. Your weight lbs.
7. Your job title:
8. A phone number where you can be reached by the health care professional who reviews this questionnaire (include the Area Code):
9. The best time to phone you at this number: A.M. / P.M.
- 10 Has your employer told you how to contact the health care professional who will review this questionnaire (circle one): Yes / No
11. Check the type of respirator you will use (you can check more than one category):
 - a. N, R, or P disposable respirator (filter-mask, non-cartridge type only).
 - b. Other type (for example, half- or full face piece type, powered-air purifying, supplied-air, self-contained breathing apparatus).
12. Have you worn a respirator (circle one): Yes / No

If "yes," what type(s):

Part A, Section 2. (Mandatory) Questions 1 through 9 below must be answered by every employee who has been selected to use any type of respirator (please circle “yes” or “no”).

1. Do you currently smoke tobacco, or have you smoked tobacco in the last month: Yes / No
2. Have you ever had any of the following conditions?
 - a. Seizures (fits): Yes / No
 - b. Diabetes (sugar disease): Yes / No
 - c. Trouble smelling odors: Yes / No
 - d. Allergic reactions that interfere with your breathing: Yes / No
 - e. Claustrophobia (fear of closed-in-places): Yes / No
3. Have you ever had any of the following pulmonary or lung problems?
 - a. Asbestosis: Yes / No
 - b. Asthma: Yes / No
 - c. Chronic bronchitis: Yes / No
 - d. Emphysema: Yes / No
 - e. Pneumonia: Yes / No
 - f. Tuberculosis: Yes / No
 - g. Silicosis: Yes / No
 - h. Pneumothorax (collapsed lung): Yes / No
 - i. Lung cancer: Yes / No
 - j. Broken ribs: Yes / No
 - k. Any chest injuries or surgeries: Yes / No
 - l. Any other lung problem that you’ve been told about: Yes / No
4. Do you currently have any of the following symptoms of pulmonary or lung illness?
 - a. Shortness of breathe: Yes / No
 - b. Shortness of breath when walking fast on level ground or walking up a slight hill or incline: Yes / No
 - c. Shortness of breath when walking with other people at an ordinary pace on level ground: Yes / No
 - d. Have to stop for breath when walking at your own pace on level ground: Yes / No

- e. Shortness of breath when washing or dressing yourself: Yes / No
 - f. Shortness of breath that interferes with your job: Yes / No
 - g. Coughing that produces phlegm (thick sputum): Yes / No
 - h. Coughing that wakes you early in the morning: Yes / No
 - i. Coughing that occurs mostly when you are lying down: Yes / No
 - j. Coughing up blood in the last month: Yes / No
 - k. Wheezing: Yes / No
 - l. Wheezing that interferes with your job: Yes / No
 - m. Chest pain when you breath deeply: Yes / No
 - n. Any other symptoms that you think may be related to lung problems: Yes / No
5. Have you ever had any of the following cardiovascular or heart problems?
- a. Heart attack: Yes / No
 - b. Stroke: Yes / No
 - c. Angina: Yes / No
 - d. Heart failure: Yes / No
 - e. Swelling in your legs or feet (not caused by walking): Yes / No
 - f. Heart arrhythmia (heart beating irregularly): Yes / No
 - g. High blood pressure: Yes / No
 - h. Any other heart problem that you've been told about: Yes / No
6. Have you ever had any of the following cardiovascular or heart symptoms?
- a. Frequent pain or tightness in your chest: Yes / No
 - b. Pain or tightness in your chest during physical activity: Yes / No
 - c. Pain or tightness in your chest that interferes with your job: Yes / No
 - d. In the past two years, have you noticed your heart skipping or missing a beat: Yes / No
 - e. Heartburn or indigestion that is not related to eating: Yes / No
 - f. Any other symptoms that you think may be related to heart or circulation problems: Yes / No

7. Do you currently take medication for any of the following problems?
 - a. Breathing or lung problems: Yes / No
 - b. Heart trouble: Yes / No
 - c. Blood pressure: Yes / No
 - d. Seizures (fits): Yes / No
8. If you have used a respirator, have you ever had any of the following problems? (If you have never used a respirator, check the following space and go to question 9:)
 - a. Eye irritation: Yes / No
 - b. Skin allergies or rashes: Yes / No
 - c. Anxiety: Yes / No
 - d. General weakness or fatigue: Yes / No
 - e. Any other problem that interferes with your use of a respirator: Yes / No
9. Would you like to talk to the health care professional who will review this questionnaire about your answers to this questionnaire: Yes / No

Questions 10 to 15 below must be answered by every employee who has been selected to use either a full face piece respirator or a self-contained breathing apparatus (SCBA). For employees who have been selected to use other types of respirators, answering these questions is voluntary.

10. Have you ever lost vision in either eye (Temporarily or permanently): Yes / No
11. Do you currently have any of the following vision problems?
 - a. Wear contact lenses: Yes / No
 - b. Wear glasses: Yes / No
 - c. Color blind: Yes / No
 - d. Any other eye or vision problem: Yes / No
12. Have you ever had an injury to your ears, including a broken ear drum: Yes / No

13. Do you currently have any of the following hearing problems?

- a. Difficulty hearing: Yes / No
- b. Wear a hearing aid: Yes / No
- c. Any other hearing or ear problem: Yes / No

14. Have you ever had a back injury: Yes / No

15. Do you currently have any of the following musculoskeletal problems?

- a. Weakness in any of your arms, hands, legs, or feet: Yes / No
- b. Back pain: Yes / No
- c. Difficulty fully moving your arms and legs: Yes / No
- d. Pain or stiffness when you lean forward or backward at the waist: Yes/No
- e. Difficulty fully moving your head up or down: Yes / No
- f. Difficulty fully moving your head side to side: Yes / No
- g. Difficulty bending at your knees: Yes / No
- h. Difficulty squatting to the ground: Yes / No
- I. Climbing a flight of stairs or a ladder carrying more than 25 lbs.: Yes / No
- j. Any other muscle or skeletal problems that interferes with using a respirator: Yes / No

Part B Any of the following questions, and other questions not listed, may be added to the questionnaire at the discretion of the health care professional who will review the questionnaire.

1. In your present job, are you working at high altitudes (over 5,000 ft.) or in a place that has lower than normal amounts of oxygen: Yes / No

If “yes” do you have feelings of dizziness, shortness of breath, pounding in your chest, or other symptoms when you are working under these conditions: Yes / No

2. At work or at home, have you ever been exposed to hazardous solvents, hazardous airborne chemicals (e.g., gases, fumes, or dust), or have you come into skin contact with hazardous chemicals: Yes / No

If “yes” name the chemicals if you know them:

3. Have you ever worked with any of the materials, or under any of the conditions, listed below:

- a. Asbestos: Yes / No
- b. Silica (e.g., in sandblasting): Yes / No
- c. Tungsten/cobalt (e.g., grinding or welding this material): Yes / No
- d. Beryllium: Yes / No
- e. Aluminum: Yes / No
- f. Coal (for example, mining): Yes / No
- g. Iron: Yes / No
- h. Tin: Yes / No
- I. Dusty environments: Yes / No
- j. Any other hazardous exposures: Yes / No

If “yes” describe these exposures:

4. List any second jobs or side businesses you have:

5. List your previous occupations:

6. List your current and previous hobbies

7. Have you been in the military services? Yes / No

If “yes” were you exposed to biological or chemical agents (either in training or combat): Yes / No

8. Have you ever worked on a HAZMAT team? Yes / No

9. Other than medications for breathing and lung problems, heart trouble, blood pressure, and seizures mentioned earlier in this questionnaire, are you taking any other medications for any reason (including over-the-counter medications): Yes / No

If “yes” name the medications if you know them:

10. Will you be using any of the following items with your respirator(s)?

- a. HEPA Filters: Yes / No
- b. Canisters (for example, gas mask): Yes / No
- c. Cartridges: Yes / No

11. How often are you expected to use the respirator(s) (circle “yes” or “no” for all answers that applies to you)?

- a. Escape only (no rescue): Yes / No
- b. Emergency rescues only: Yes / No
- c. Less than 5 hours per week: Yes / No
- d. Less than 2 hours per day: Yes / No
- e. 2 to 4 hours per day: Yes / No
- f. Over 4 hours per day: Yes / No

12. During the period you are using the respirator(s), is your work effort:

- a. Light (less than 200 kcal per hour): Yes / No

If “yes” how long does this period last during the average shift: hrs. mins.

Examples of a light work effort are sitting while writing, typing, drafting, or performing light assembly work; or standing while operating a drill press (1-3 lbs.) or controlling machines.

- b. Moderate (200 to 350 kcal per hour)? Yes / No

If “yes” how long does this period last during the average shift: hrs. mins.

Examples of moderate work effort are sitting while nailing or filing; driving a truck or bus in urban traffic; standing while drilling, nailing, performing assembly work, or transferring a moderate load (about 35 lbs.) At trunk level; walking on a level surface about 2 mph or down a 5-degree grade about 3 mph; or pushing a wheelbarrow with a heavy load (about 100 lbs.) on a level surface.

- c. Heavy (about 350 kcal per hour): Yes / No

If “yes” how long does this period last during the average shift: hrs. mins.

Examples of heavy work are lifting a heavy load (about 50 lbs.) From the floor to your waist or shoulder; working on a loading dock; shoveling; standing while bricklaying or chipping castings; walking up an 8-degree grade about 2 mph; climbing stairs with a heavy load (about 50 lbs.)

13. Will you be wearing protective clothing and/or equipment (other than the respirator) when you are using your respirator? Yes / No
If “yes” describe this protective clothing an/or equipment:
14. Will you be working under hot conditions (temperature exceeding 77°F)? Yes / No
15. Will you be working under humid conditions? Yes / No
16. Describe the work you will be doing while you are using your respirator(s):
17. Describe any special or hazardous conditions you might encounter when you are using your respirator(s) (for example, confined spaces, life-threatening gases):
18. Provide the following information, if you know it, for each toxic substance that you will be exposed to when you are using your respirator(s):
 - a. Name of the first toxic substance
 - Estimated maximum exposure level per shift
 - Duration of exposure per shift
 - b. Name of the second toxic substance
 - Estimated maximum exposure level per shift
 - Duration of exposure per shift
 - c. The name of any other toxic substances that you’ll be exposed to while using your respirator(s):
19. Describe any special responsibilities you will have while using your respirator(s) that may affect the safety and well-being of others (for example, rescues, security):

- **Part Number:** 1910
 - **Part Title:** Occupational Safety and Health Standards
 - **Subpart:** I
 - **Subpart Title:** Personal Protective Equipment
 - **Standard Number:** 1910.134 App D
 - **Title:** (Mandatory) Information for Employees Using Respirators When not Required Under Standard.
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Appendix D to Sec. 1910.134 (Mandatory) Information for Employees Using Respirators When Not Required Under the Standard

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 designed 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. [63 FR 1152, Jan. 8, 1998; 63 FR 20098, April 23, 1998]