	RICHARD L. OREAIR & COMPANY Safety Management System	Doc No:	NOISEEXP
		Initial Issue Date:	8/1/17
NOISE EXPOSURE / HEARING CONSERVATION		Revision Date:	Initial Version
		Revision No.:	2
		Next Review Date:	8/1/17
Preparation: Safety Mgr	Authority: President	Issuing Dept: Safety	Page: Page 1 of 4

Purpose

The purpose of this program is to provide a process to minimize employee-hearing loss caused by excessive occupational exposure to noise.

Scope

This program is applicable to all employees who may be exposed to noise in excess of 85 decibels (decibels). When work is performed on a non-owned or operated site, the operator's program shall take precedence, however, this document covers RICHARD L. OREAIR & COMPANY employees and contractors and shall be used on owned premises, or when an operator's program doesn't exist or is less stringent.

Definitions

Audiometric testing - means detection by the person being tested of a series of pure tones. For each tone, the person indicates the lowest level of intensity that they are able to perceive.

Decibels – means the sound energy measured by a sound level meter using the “A” scale. The “A” scale is electronically weighted to simulate the response of the human ear to high and low frequency noise.

Slow Response – means the setting on the sound level meter that averages out impulses of brief duration that would cause wide fluctuation in the sound level meter reading.

Standard Threshold Shift – means a change in hearing threshold relative to the baseline audiogram of an average of 10 dB (corrected for age) at 2000, 3000 and 4000 Hz in either ear.

Key Responsibilities

Managers and Supervisors


- Ensure requirements of this program are established and maintained.
- Ensure employees are trained and comply with the requirements of this program.

Employees

- Wear hearing protection when required, attend the training, and cooperate with testing and sampling.

Procedure

Occupational hearing loss is a cumulative result of repeated or continued absorption of sound energy by the ear; employee protection is based on reduction of the noise level at the ear or limiting the employee's exposure time. RICHARD L. OREAIR & COMPANY shall offer hearing protection to all employees exposed to potential high noise levels in working areas and to those employees requesting hearing protection.

	RICHARD L. OREAIR & COMPANY Safety Management System	Doc No:	NOISEEXP
		Initial Issue Date:	8/1/17
NOISE EXPOSURE / HEARING CONSERVATION		Revision Date:	Initial Version
		Revision No.:	2
		Next Review Date:	8/1/17
Preparation: Safety Mgr	Authority: President	Issuing Dept: Safety	Page: Page 2 of 4

Hearing Conservation Program

RICHARD L. OREAIR & COMPANY shall implement a hearing conservation program for employees exposed to sound levels 85dbA or greater. A continuing effective hearing conservation program shall be administered when employees are exposed to sound levels greater than 85 dbA on an 8 hour time-weighted average basis.

Employees will wear hearing protection in signed areas while on an owner client facility.

Monitoring Procedures to be Used When Exposure Limits Exceed the Established Level

When information indicates that employee exposure may equal/exceed the 8 hour time-weighted average of 85 decibels, a monitoring program shall be implemented to identify employees to be included in the hearing conservation program.

Surveys

Surveys will be conducted by a qualified employee or third party.

To evaluate noise exposure in terms of possible hearing damage, it is necessary to know the overall sound level (“A” scale measurement), the exposure time of the individual in hours per day and the length of time the individual has worked in the area being surveyed. This data shall be supplemented by the following:

- Name of area and location
- Date and time of survey
- Name of person conducting survey
- Description of instrument used, model and serial number
- Environmental conditions
- Description of people exposed

RICHARD L. OREAIR & COMPANY shall notify each employee of their monitoring results, or, if their job is exposed to noise 85 decibels or greater.

A plot of noise levels must be made for owned facilities. The plot must be filed or posted at the facility.


RICHARD L. OREAIR & COMPANY shall evaluate hearing protector attenuation for the specific noise environments in which the protector will be used. The adequacy of hearing PPE shall be reevaluated whenever noise exposures increase to the point that the PPE provided may no longer provide adequate protection. RICHARD L. OREAIR & COMPANY shall then provide more effective PPE where necessary.

All sound measuring equipment must be calibrated before and after each survey. Records of sound measuring equipment calibration and noise level surveys shall be kept for 20 years.

Noise Surveys must be repeated whenever changes in the workplace may expose additional personnel to high noise or hearing protection being used by employees may not be adequate to reduce the noise exposure to a level below 85 decibels.

Sound Level Surveys

- All owned facilities that are suspected of having noise levels exceeding 85 decibels must be screened.

	RICHARD L. OREAIR & COMPANY Safety Management System	Doc No:	NOISEEXP
		Initial Issue Date:	8/1/17
NOISE EXPOSURE / HEARING CONSERVATION		Revision Date:	Initial Version
		Revision No.:	2
		Next Review Date:	8/1/17
Preparation: Safety Mgr	Authority: President	Issuing Dept: Safety	Page: Page 3 of 4

Exposure Surveys:

- A representative sampling of employees shall be conducted to determine the exposure to noise over a period of time.
- Noise dosimeters must be capable of integrating all continuous, intermittent and impulsive sound levels from 80 dB to 130 dB and must be calibrated so a dose of 50% corresponds to a time weighted average of 85 dB.

Signage

Clearly worded signs shall be posted at entrances to, or on the periphery of, areas where employees may be exposed to noise levels in excess of 85 decibels. These signs shall describe the hazards involved and the required protective actions.

Audiometric Testing

RICHARD L. OREAIR & COMPANY must establish and maintain an audiometric testing program for all employees whose exposures equal or exceed the 8 hour time-weighted average of 85 dbA and making audiometric testing available to all employees whose exposures equal or exceed an 8 hour time-weighted average of 85 decibels.

Baseline Testing Guidelines


- RICHARD L. OREAIR & COMPANY shall establish a baseline audiogram for each exposed employees within 6 months of their first exposure. Within 6 months of an employee's first exposure at or above the action level, a valid baseline audiogram shall be established against which future audiograms can be compared.
- When a mobile van is used the baseline shall be established within one year.
- A qualified third party shall perform all audiometric testing, evaluation, reporting and retesting.
- Prior to establishment of a baseline audiogram at least 14 hours without exposure to workplace noise is observed. Testing to establish a baseline audiogram shall be preceded by at least 14 hours without exposure to workplace noise. Hearing protection may be used to meet the requirement. Employees shall also be notified to avoid high levels of noise.

Annual Testing Guidelines

RICHARD L. OREAIR & COMPANY shall provide an annual audiogram and if a standard threshold shift has occurred the employee will be notified in writing within 21 days of determination. At least annually after obtaining the baseline audiogram, RICHARD L. OREAIR & COMPANY shall obtain a new audiogram for each employee exposed at or above an 8-hour time-weighted average of 85 decibels. Each employee's annual audiogram shall be compared to that employee's baseline audiogram to determine if the audiogram is valid and if a standard threshold shift has occurred. If a comparison of the annual audiogram to the baseline audiogram indicates a standard threshold shift, the employee shall be informed of this fact in writing, within 21 days of the determination.

Steps That Are Taken When Standard Threshold Shift Occurs

- Hearing protection shall be re-evaluated and/or refitted and,
- If necessary a medical evaluation may be required and
- The employee shall be advised to wear hearing protection and if necessary a reassignment of duties may be deemed appropriate.

	RICHARD L. OREAIR & COMPANY Safety Management System	Doc No:	NOISEEXP
		Initial Issue Date	8/1/17
NOISE EXPOSURE / HEARING CONSERVATION		Revision Date:	Initial Version
		Revision No.	2
		Next Review Date:	8/1/17
Preparation: Safety Mgr	Authority: President	Issuing Dept: Safety	Page: Page 4 of 4

Required Recordkeeping

RICHARD L. OREAIR & COMPANY shall maintain accurate records of all employee exposure measurements and all records are maintained as required by CFR 1910.95 (Occupational Noise Exposure).

Employee audiograms are considered medical/exposure records. These records must be kept for the length of employment plus 30 years.

Hearing Protection Devices

- Hearing protectors are available to all employees exposed to an 8 hour time-weighted average of 85 decibels at no cost to the employee.
- Hearing protection shall be replaced as necessary.
- RICHARD L. OREAIR & COMPANY shall ensure that hearing protectors are worn. Employees shall be properly trained in the use, care and fitting of protectors. This is done at no cost to employees.
- Employees shall be given the opportunity to select their hearing protectors from a variety of suitable hearing protectors provided by RICHARD L. OREAIR & COMPANY.

TRAINING

Employees must be provided with training on at least an annual basis and shall be updated to be consistent with changes in the PPE and work processes.

A training program shall be provided for all employees who are exposed to action level noise.

The training shall be repeated annually for each employee. Training shall be updated consistent to changes in PPE and work processes. RICHARD L. OREAIR & COMPANY shall make available to affected employees copies of the noise exposure procedures and shall also post a copy in the workplace. RICHARD L. OREAIR & COMPANY shall also allow the Assistant Secretary and the Director access to records.

All training must and shall be documented.

All staff shall have a copy of this program, noise exposure procedures and it shall be posted at the worksite and a copy made available to all employees and their representatives if applicable.