



Huntington Beach Union High School District Board Policies and Administrative Regulations

AR 3514.2
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Business & Non-Instructional Operations

Respiratory Protection Program

1. Purpose and Scope

The following procedures and guidelines are established for the district respiratory protection program to eliminate harmful respiratory exposures for all district employees.

2. Regulations

A. Assigned Responsibilities - Superintendent

- (1) Provide for the documentation and distribution of a detailed respiratory protection program.
- (2) Provide the necessary funding for the purchase and maintenance of respiratory protection equipment when other means of exposure are not practical.

B. Assigned Responsibilities - Principals/Assistant Superintendents Responsible for Operational Functions

- (1) Principals and assistant superintendents will insure that field supervisors are familiar with toxic or hazardous respiratory conditions in their respective areas of responsibility.
- (2) When respiratory hazards are encountered, all steps will be taken to eliminate the hazard by using alternate materials or methods, and if necessary, by the use of practical engineering controls. If employees must be exposed to respiratory hazards, respiratory protective equipment and training must be provided.

C. Assigned Responsibilities - Supervisors

- (1) Supervisors shall become fully familiar with all respiratory hazards within their work environment.

Respiratory Protection Program (continued)

- (2) Action shall be taken to report and correct conditions that create respiratory hazards to assigned employees.
- (3) When all practical means of preventing employee exposure to respiratory hazards have been exhausted, the supervisor shall select and obtain the appropriate respiratory protective equipment in accordance with American National Standards Institute (ANSI) Z88.2.
- (4) Employees assigned to use respiratory protective equipment shall be medically evaluated prior to use and annually thereafter to insure that they are physically able to perform the necessary work while using the respiratory equipment.
- (5) Employees assigned to use respiratory equipment shall be provided training on the fit, care and use of the specific equipment.
- (6) Respiratory protective equipment shall be maintained as directed by the manufacturer. Only designated replacement parts may be used.
- (7) Supervisors shall have questionable atmospheres tested to identify oxygen deficiencies and other atmospheres immediately hazardous to life or health. In such atmospheres at least two persons equipped with approved respiratory equipment shall be on the job. Communications shall be maintained between all individuals present. A standby person shall be in a location, which will not be affected by an unlikely incident and shall be equipped with suitable rescue equipment, including a self-contained breathing apparatus.

D. Assigned Responsibilities - Employees

- (1) Employees assigned to use respiratory protective equipment shall become fully familiar with the hazards, equipment and procedures to be encountered.
- (2) Employees assigned to use respiratory protective equipment must control facial hair so as to be able to maintain a safe and proper fit of the equipment.

Respiratory Protection Program (continued)

- (3) Employees assigned a respiratory protective device must maintain the equipment in a functioning and sanitary condition. Equipment should be stored in a closed container with a record of each cleaning and repair (action, date, and signature).
- (4) Employees must inspect their respiratory exposure and must report the circumstances to their supervisory immediately.

Regulation
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