

ENVIRONMENT, SAFETY & HEALTH DIVISION

Chapter 29: [Respiratory Protection](#)

# Evaluation and Certification Procedure

Product ID: [379](#) | Revision ID: 2639 | Date published: 13 September 2023 | Date effective: 13 September 2023

URL: <https://www-group.slac.stanford.edu/esh/eshmanual/references/respiratorProcedEval.pdf>

## 1 Purpose

The purpose of this procedure is to ensure that respirators are used appropriately and safely. It covers evaluating a worker’s need for a respirator; selecting the appropriate respirator and cartridge type and changeout schedule; medically evaluating and training workers; and fit testing. It applies to workers, supervisors, ESH coordinators, the respiratory protection program manager, and Occupational Health.

## 2 Procedure

This procedure is to be performed when

1. Adding a worker to the respiratory protection program (deciding for the first time a worker needs a respirator)
2. Renewing a worker (updating training, fit testing, and medical evaluation, required every year)
3. Removing a worker from the program (deciding a worker no longer needs a respirator)

Step	Person	Action
1.	Supervisor	Determines need for a respirator; completes supervisor section of the <a href="#">Respiratory Protection: Respirator User Form</a> , and submits form to the ESH coordinator
2.	ESH coordinator	Reviews need for a respirator, based on <ul style="list-style-type: none"> <li>▪ Supervisor justification</li> <li>▪ Knowledge of operations</li> <li>▪ Existing or new industrial hygiene survey (see <a href="#">Industrial Hygiene</a> and the <a href="#">Industrial Hygiene Document Database</a>)</li> </ul> Completes authorization section; if a respirator is justified recommends model and cartridge type <i>Note: respirators are required when an occupational exposure limit (OEL) is or could be exceeded</i> Returns form to supervisor
3.	Supervisor	If adding (or renewing) a worker, enters (or confirms) the following courses in the worker’s SLAC Training Assignment ( <a href="#">STA</a> ) <ul style="list-style-type: none"> <li>▪ ESH Course 241, Respiratory Protection Training (<a href="#">ESH Course 241</a>)</li> <li>▪ ESH Course 241ME, Respirator Safety Medical Exam (<a href="#">ESH Course 241ME</a>)</li> </ul>

Step	Person	Action
		<ul style="list-style-type: none"> <li>▪ ESH Course 241PRA, Respirator Fit Test (<a href="#">ESH Course 241PRA</a>)</li> </ul> Sends form to worker If removing a worker from the program, deletes these course assignments and sends form to Occupational Health (procedure is complete)
4.	Worker	Contacts <a href="#">Occupational Health</a> to schedule respirator medical evaluation ( <a href="#">ESH Course 241ME</a> ) Brings form to appointment
5.	Occupational Health	Conducts respirator medical evaluation with individual If exam passed, clears individual to wear respirator by completing the medical section of the form; notes any restrictions on type of respirator or use
6.	Occupational Health	Updates individual's STA to reflect that respiratory medical requirements are complete
7.	Worker	Completes <a href="#">ESH Course 241</a>
8.	Worker	If new respirator wearer, acquires respirator and cartridges from their ESH coordinator <i>Note: ESH coordinators will select the appropriate size for the worker</i>
9.	Worker	Contacts <a href="#">respiratory protection program manager</a> to schedule fit test ( <a href="#">ESH Course 241PRA</a> )
10.	Worker	Ensures face is clean shaven before fit test to ensure an effective face seal Brings respirator and form to appointment
11.	Respiratory protection program manager	Conducts practical exam with individual (includes quantitative fit test, donning procedures, cartridge selection, pre-use inspections. and face seal checks) Conducts fit testing in compliance with <a href="#">8 CCR 5144 Appendix A</a> . A record of the fit test must be kept until the worker's next one. Records must include the following: <ul style="list-style-type: none"> <li>▪ The name or identification of the person tested</li> <li>▪ Type of fit test performed</li> <li>▪ Specific make, model, style, and size of respirator tested</li> <li>▪ Date of test</li> <li>▪ The pass/fail results for qualitative fit tests or the fit factor of the test results for quantitative fit tests</li> </ul>
12.	Respiratory protection program manager	Updates individual's STA to reflect that fit test is complete Sends copies of completed form to worker, supervisor, and Occupational Health; maintains original

## 2.1 Additional Requirements

### 2.1.1 Fit Testing

In addition to initial and annual tests, a fit test must be administered whenever an individual selects a different respirator or when changes occur to the person's physical condition that could prevent an effective

face seal. Such conditions include facial scarring, dental changes, cosmetic surgery, or an obvious change in body weight (a guideline is the loss or gain of 20 pounds).

## 2.1.2 Medical Re-evaluation

Supervisors must immediately refer workers who experience difficulty in respirator use to the [Occupational Health Center](#) for medical reevaluation before allowing further respirator use. Conditions that would indicate a need for reevaluation include the following:

- Worker has difficulty breathing, shortness of breath, dizziness, or a severe psychological reaction during respirator use or any phase of fit testing.
- Worker reports signs or symptoms that are related to respirator use.
- Any change in individual exposure or stress, physical difficulty in respirator use, or change in work conditions such as physical work effort, protective clothing, or temperature.

## 2.2 Voluntary Respirator Use

Workers who wish to wear a respirator voluntarily, when a survey or other determination has shown that a respirator is not required, must follow the procedure above and must meet all requirements of this program.

## 2.3 Voluntary Dust Mask / N95 Respirator Use

When a respirator is not required, an individual may choose to use a dust mask or N95 respirator instead. Workers may elect to take the respirator safety training course ([ESH Course 241](#)) but will not undergo a medical evaluation, spirometry test, or practical fit test unless required for other respirator use. There is no formal approval process for voluntary use of a dust mask or N95 respirator.

Workers electing to wear a dust mask or N95 respirator voluntarily must before doing so complete a [Voluntary Respirator Use Agreement](#) and become familiar with [8 CCR 5144 Appendix D](#), “Information for Employees Using Respirators When Not Required Under the Standard”.

If voluntary use is elected, SLAC will provide the wearer with a National Institute of Occupational Safety and Health (NIOSH) approved dust mask or N95 respirator.

**Warning** Dust masks and N95 respirators are not to be worn as protection against harmful gases or vapor, toxic contaminants, high concentrations of contaminants (such as those released during sandblasting) or in atmospheres that are *immediately dangerous to life or health (IDLH)* or *oxygen deficient*.

## 3 Forms

The following forms and systems are required by this procedure:

- [Respiratory Protection: Respirator User Form](#) (SLAC-I-730-0A09J-010). Form for documenting authorization to use a respirator and completion of required medical evaluation, training, and fit testing

- Voluntary Respirator Use Agreement ([Stanford Employee Health Patient Portal](#)>Travel/Respirators/Vaccinations>Voluntary Respirator User Form, SUNet login required). Form for documenting voluntary respirator use and acknowledging requirements

## 4 Recordkeeping

The following recordkeeping requirements apply for this procedure:

- Occupational Health maintains
  - Medical history questionnaire forms and medical exam records for the duration of the affected worker's employment plus 30 years
  - Voluntary respirator use agreements
- The respiratory protection program manager maintains
  - Completed respirator user forms
  - Respirator fit test results until the next fit test for the worker

## 5 References

[SLAC Environment, Safety, and Health Manual](#) (SLAC-I-720-0A29Z-001)

- [Chapter 29, "Respiratory Protection"](#)
  - [Respiratory Protection: Use, Inspection, Maintenance, and Storage Requirements](#) (SLAC-I-730-0A09S-032)
  - [Respiratory Protection Program Site](#) (SharePoint)

Other SLAC Documents

- [Industrial Hygiene](#)
  - [Industrial Hygiene Document Database](#)
- ESH Course 241, Respiratory Protection Training ([ESH Course 241](#))
- ESH Course 241ME, Respirator Safety Medical Exam ([ESH Course 241ME](#))
- ESH Course 241PRA, Respirator Fit Test ([ESH Course 241PRA](#))
- SLAC Training Assignment ([STA](#))
- [SLAC Occupational Health Center](#)

Other Documents

- Title 8, *California Code of Regulations*, "Industrial Relations", Division 1, "Department of Industrial Relations", Chapter 4, "Division of Industrial Safety", Subchapter 7, "General Industry Safety Orders", Group 16, "Control of Hazardous Substances", Article 107, "Dusts, Fumes, Mists, Vapors and Gases", Section 5144, "Respiratory Protection" ([8 CCR 5144](#))
  - Appendix A, "Fit Testing Procedures" ([8 CCR 5144 Appendix A](#))

- Appendix B, “User Seal Check Procedures” ([8 CCR 5144 Appendix B](#))
- Appendix C, “OSHA Respirator Medical Evaluation Questionnaire” ([8 CCR 5144 Appendix C](#))
- Appendix D, “Information for Employees Using Respirators When Not Required Under the Standard” ([8 CCR 5144 Appendix D](#))