

**Navy Public Works
Detachment Philadelphia
STANDARD OPERATING PROCEDURE
Respirator Protection**

**PROCEDURE NUMBER 500 .18
Revision B**

DISCLAIMER: These Standard Operating Procedures (SOP) are for the exclusive use of NAVY PUBLIC WORKS CENTER (PWC) NORFOLK DETACHMENT PHILADELPHIA. They are promulgated as guidance for other NAVFAC COMMANDS. If intended to be used by other Activities, they must be tailored to each Activities particular requirement and must be reviewed/approved by the activities Safety Professionals prior to use.

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Standard Operating Procedure
For Respiratory Protection
SOP 500. 18 Revision B

1. Selection. Respirators used for a given job will be as specified by:

- a. The job supervisor.
- b. Approved technical procedures and instructions that control the work.
- c. Chapter 15 PWCNORVA Instruction 5100.33F
- d. OPNAVINST 5100.23E Chapter 15 Change 1
- e. For new or unusual work notify the Safety Office for technical guidance.

2. Issue, Use and Training (Air Purifying Respirator)

a. Use:

1. Only trained and medically qualified personnel are authorized to use air supplied respirators.
2. Employees are responsible for proper usage of the respirator under instructions and training received. Employees shall guard against damage to the respirator.
3. Employees with facial hair (beard, mustache, stubble, sideburns, etc.) which pass through the face and the sealing surface of the air supplied respirator shall not be allowed to wear respirator

b. Training: Employees will be fully instructed on:

- 1 The hazards that they may be exposed to which require respirator protection.
2. The proper type of respirator for a particular hazard to which they are exposed.
3. The capabilities of the air purifying respirator.
4. An explanation on the care and maintenance program.
5. Instruction and training in actual use.
6. Any other emergency or special instructions.

c. Fitting Procedures. Your respirator will not protect you unless sealed tightly to your face; otherwise contaminated air can leak around edges. Users shall perform the following described positive and negative fit checks each time they don the respirators:

1. **Negative Fit Check:** Place palms over cartridge openings and inhale for 10 seconds. You should feel the mask pull toward your face.
2. **Positive Fit Check:** With palms over exhalation valve opening, exhale gently into the mask. You should feel pressure in face piece.

NOTE:

If you have a failure during either test, readjust the respirator and try again. If you still have a failure, DO NOT WEAR the respirator; contact the safety office or your supervisor immediately.

3. Cartridge Use:

- a. **Only those cartridges specified by the RRPM for a specific job should be used.**
- b. **Change chemical cartridges/canisters according to manufacturers direction, or based on objective data obtained from the IH Surveys. In the absence of technical data cartridges should be changed out when the contaminant can be smelled or tasted inside the respirator or when it becomes difficult to breathe. No longer than an 8 hour shift or when a filter change schedule is posted by the IH.**

4. Air Supplied Respirators:

- a. Air supplied respirators are normally used in areas not immediately dangerous to life and health, but where levels of potential toxins are expected to exceed the Permissible Exposure Limits (PEL), or where there are unknown concentrations of contaminants.
- b. Employees will be fully instructed on the hazards that they may be exposed to which require respirator protection.

4. Voluntary Respirator Use:

An employee may choose to wear a respirator, even though the use of a respirator is not required by the Activity (Respirator Protection Program Manager) or by any OSHA standard.

5. Care:

- a. Respirators will be stored in clean plastic bags, cartons, or carrying cases as appropriate. The areas selected for storage will not be exposed to dust, sunlight, extreme heat or cold, excessive moisture, damaging chemicals, or in a location where they would be subject to punctures.
- b. All respirators will be inspected routinely before and after each use. The inspection will include the condition of the face piece, headband, valves, canisters, and connecting tubes where applicable.
- c. Respirators will be cleaned using mild soap and warm water, or by turning in to tool room for ultrasonic cleaning.

FILTERED FACE PIECE
MAINTENANCE FREE RESPIRATOR
With Exhalation Valve

PURPOSE; To establish procedures for the proper use of filtered maintenance free face piece respirators with exhalation valve into the PWC PHILADELPHIA tool room inventory for the general use of the employees. These filtered face piece respirators must be use within the manufactures recommendations and the below guide lines, and in no way are to be used for any Welding or Painting operations, Sandblasting, Asbestos Protection or any other trade that can produce an air particulate that qualifies it as a hazard outlined in OPNAVINST 5100.23E CH. 15.

GENERAL: 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. When using this 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 manufacture 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.
3. Use only NIOSH approved respirators and be certain that a certification label appears on the respirator or its packing. This will tell you of the respirators limitations. And how it will protect you.
4. Do not wear your respirator into atmospheres containing contaminants for which your respirator is not designed to protect you 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.
5. Keep track of your respirator so that you do not mistakenly use someone else's respirator.
6. The filtered face piece maintenance free respirator should not be used for more than eight hours of CONTINUOUS USE. Or, when the respirator efficiency falls below 95% as per the manufacture recommendations.

7. ONLY USE - The filtered maintenance free face piece respirator in areas that are well ventilated.
8. And, in no way should be this respirator be used in atmospheres that contain oxygen levels below 20 %

GENERAL USE: The filtered face piece maintenance free respirators can be used when Drilling, Cutting in brick, concrete, block etc, Sweeping dust, trash etc., Demolition, work of walls, floors, ceilings etc. or any other operation where nuisance dust is created.

PROCEDURES: Obtain initial respirator from the tool rooms located at Sites One in Bldg. 643 and Site Two in Bldg. 24. Off site supervisors must coordinate with the tool rooms the accusation of these respirators and must follow all procedures. The filtered face piece maintenance free respirator can be use until the outside of the respirator becomes covered, clogged, dirty or when the wearer notices the improper functioning properties of the respirator have started as stated in the manufactures recommendations. Please read and follow all manufactures recommendations. **These respirators require an individual to be clean shaven.**

NOTE: Fit Test Procedures:

1. Hold the respirator in your hand, allowing the headbands to hang freely below your hand. Adjust strap models; first lace the free end of the strap through the plastic adjuster.
2. Position the respirator comfortably under your chin and against the bridge of your nose.
3. Pull the top headband over your head, placing it at the crown of your head. Pull the bottom headband over your head and place it below your ears. Adjust top and bottom straps by pulling on the loose ends for a comfortable secure fit.
4. **FIT TEST**: Place both hands completely over the respirator and inhale sharply. Be careful not to disturb the position of the respirator. A negative pressure should be felt. If not or if air leaks around the edges of the respirator, reposition the respirator and headbands for a better fit. If unable to adequately seal filter with hands, obtain the optional respirator fit check cup to perform this test.

EMPLOYEES MUST BRING IN USED RESPIRATORS INTO THE TOOL ROOM FOR PROPER DISPOSAL AND WHEN OBTAINING NEW RESPIRATORS. THESE RESPIRATORS WILL BE ISSUED ONLY WITH WRITTEN OR E-MAIL SUPERVISOR APPROVAL. SUPERVISORS MUST KEEP APPROVAL RECORDS FOR ONE YEAR FOR AUDITS BY THE SAFETY DEPARTMENT.