

VILLAGE OF CHAPIN

ORDINANCE NO. 2017-19

**AN ORDINANCE ADOPTING A WRITTEN PROGRAM FOR RESPIRATORY
PROTECTION FOR THE VILLAGE OF CHAPIN, MORGAN COUNTY, ILLINOIS**

ADOPTED BY THE

PRESIDENT AND BOARD OF TRUSTEES

OF THE

VILLAGE OF CHAPIN, MORGAN COUNTY, ILLINOIS

THIS 13 DAY OF December, 2017

ORDINANCE No. 2017-19

AN ORDINANCE ADOPTING A WRITTEN PROGRAM FOR RESPIRATORY PROTECTION FOR THE VILLAGE OF CHAPIN, MORGAN COUNTY, ILLINOIS

WHEREAS, the Illinois General Assembly has recently enacted Public Act 100-0554, an Act concerning government, which became effective immediately, dated November 16, 2017;

WHEREAS, pursuant to the *Illinois Occupational Safety and Health Act* (820 ILCS 219/1 et seq.) and the provisions of 56 Ill. Admin. Code 350.700, the Village is required to adopt and implement a written policy for respiratory protection in compliance with 29 C.F.R. 1910.134;

WHEREAS, attached hereto as **Appendix A** is a *Written Program for Respiratory Protection* prepared by the Village of Chapin and which has been reviewed and accepted by a representative of the Illinois Department of Labor - OSHA; and

WHEREAS, the attached *Written Program for Respiratory Protection* marked as **Appendix A** should be adopted as the policy of the Village of Chapin.

NOW, THEREFORE, be it ordained by the President and Board of Trustees of the Village of Chapin, Morgan County, Illinois, as follows:

Section 1. The *Written Program for Respiratory Protection*, attached hereto as **Appendix A**, is hereby adopted as the respiratory protection program of the Village of Chapin.

Section 2. This ordinance shall be in full force and effect upon its passage and approval as provided by law.

PASSED this 13 day of December, 2017.

Village Clerk

APPROVED this 13 day of December, 2017.

Robert Lutz
Village President

ATTEST:

Rosanne Ham

Village Clerk

(seal)

STATE OF ILLINOIS)
) SS
COUNTY OF MORGAN)

I, Rosanne Hamilton, Village Clerk of the Village of Chapin, Morgan County, Illinois, do hereby certify that the foregoing and attached copy of Ordinance No. 2017-19 is a true and correct copy of an Ordinance passed by the President and Board of Trustees of the Village of Chapin at a regular meeting of said Board of Trustees held on the 13 day of December, 2017, all as the original of the same remains on file in the records of my office.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of said Village of Chapin, this 13 day of December, 2017.

Rosanne Hamilton

Village Clerk

(SEAL)

Village of Chapin, Illinois

Written Program

for

Respiratory Protection

In compliance with 29 CFR 1910.134

Revised 12/12/2017

Written Program for Respiratory Protection

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Respiratory Protection Program

I. OBJECTIVE

The Village of Chapin Respiratory Protection Program is designed to protect employees by establishing accepted practices for respirator use, providing guidelines for training and respirator selection, and explaining proper storage, use and care of respirators. This program also serves to help the village and its employees comply with Occupational Safety and Health Administration (OSHA) respiratory protection requirements as found in 29 CFR 1910.134.

II. ASSIGNMENT OF RESPONSIBILITY

A. Employer

The Village of Chapin is responsible for providing respirators to employees when they are necessary for health protection. The Village of Chapin will provide respirators that are applicable and suitable for the intended purpose at no charge to affected employees. Any expense associated with training, medical evaluations and respiratory protection equipment will be borne by the village.

B. Program Administrator

The Program Administrator for the Village of Chapin shall be the Crisis and Emergency Management Director appointed by the Board of Trustees from time to time. The Program Administrator is responsible for administering the respiratory protection program. Duties of the program administrator include:

1. Identifying work areas, process or tasks that require workers to wear respirators;
2. Evaluating hazards;
3. Selecting respiratory protection options;
4. Monitoring respirator use to ensure that respirators are used in accordance with their specifications;
5. Arranging for and/or conducting training;
6. Ensuring proper storage and maintenance of respiratory protection equipment;
7. Ensuring all fit tests are conducted annually;
8. Administering the medical surveillance program;
9. Maintaining records required by the program;
10. Evaluating the program;
11. Train Department Supervisors; and
12. Updating written program, as needed.

C. Supervisors

Supervisors are responsible for ensuring that the respiratory protection program is implemented in their particular areas. The Chief of the Village of Chapin Fire Department; the Chief of the Chapin Area Rescue Squad; and the Village of Chapin Water/Street Superintendent will act as supervisors. In addition to being knowledgeable about the program requirements for their own protection, supervisors must also ensure that the program is understood and followed by the employees under their charge. Duties of the supervisor include:

1. Ensuring that employees under their supervision (including new hires and volunteers) receive appropriate training, fit testing, and annual medical evaluation;
2. Ensuring the availability of appropriate respirators and accessories;
3. Being aware of tasks requiring the use of respiratory protection;
4. Enforcing the proper use of respiratory protection when necessary;
5. Ensuring that respirators are properly cleaned, maintained, and stored according to this program;
6. Ensuring that respirators fit well and do not cause discomfort;
7. Continually monitoring work areas and operations to identify respiratory hazards; and
8. Coordinating with the Program Administrator on how to address respiratory hazards or other concerns regarding this program.

D. Employees

Each employee is responsible for wearing his or her respirator when and where required and in the manner in which they are trained. Employees must also:

1. Care for and maintain their respirators as instructed, guard them against damage, and store them in a clean, sanitary location;
2. Inform their supervisor if their respirator no longer fits well, and request a new one that fits properly;
3. Inform their supervisor or the Program Administrator of any respiratory hazards that they feel are not adequately addressed in the workplace and of any other concerns that they have regarding this program; and
4. Use the respiratory protection in accordance with the manufacturer's instructions and the training received.

III. APPLICABILITY

This program applies to all employees who are required to wear respirators during normal work operations, as well as during some non-routine or emergency operations, such as a spill of a hazardous substance or fire response.

In addition, any employee who voluntarily wears a respirator when one is not required (i.e., in certain maintenance and cleaning operations) is subject to the medical evaluation,

cleaning, maintenance, and storage elements of this program, and will be provided with necessary training. Employees who voluntarily wear filtering face pieces (dust masks) are not subject to the medical evaluation, cleaning, storage, and maintenance provisions of this program.

All employees and processes that fall under the provisions of this program are listed in Attachment D.

IV. PROGRAM

A. Hazard Assessment and Respirator Selection

The Program Administrator will select respirators to be used on site, based on the hazards to which workers are exposed and in accordance with the OSHA Respiratory Protection Standard. The Program Administrator will conduct a hazard evaluation for each operation, process, or work area where airborne contaminants may be present in routine operations or during an emergency. A log of identified hazards will be maintained by the Program Administrator (See Hazard Evaluation, Attachment C). The hazard evaluations shall include:

1. Identification and development of a list of hazardous substances used in the workplace by department or work process;
2. A reasonable estimate of employee exposures to respiratory hazard(s) and an identification of the contaminant's chemical state and physical form;
3. Review of work processes to determine where potential exposures to hazardous substances may occur. This review shall be conducted by surveying the workplace, reviewing the process records, and talking with employees and supervisors; and
4. Exposure monitoring to quantify potential hazardous exposures.

The proper type of respirator for the specific hazard involved will be selected in accordance with the manufacturer's instructions. A list of employees and appropriate respiratory protection will be maintained by the Program Administrator (see Attachment D).

B. Updating the Hazard Assessment

The Program Administrator shall revise and update the hazard assessment as needed (e.g., work process changes that may potentially affect exposure). If an employee feels that respiratory protection is needed during a particular activity, he/she is to contact his/her supervisor or the Program Administrator. The Program Administrator will evaluate the potential hazard, and arrange for outside assistance as necessary. The Program Administrator will then communicate the results of that assessment to the employees. If it is determined that respiratory protection is necessary, all other elements of the respiratory protection program

will be in effect for those tasks, and the respiratory program will be updated accordingly.

C. Training

The Program Administrator will provide training to department supervisors on the contents of the Village of Chapin Respiratory Protection Program and their responsibilities under it, and on the OSHA Respiratory Protection Standard. All affected employees and their supervisors will be trained prior to using a respirator in the workplace.

The training course will cover the following topics:

1. the Village of Chapin Respiratory Protection Program;
2. the OSHA Respiratory Protection Standard (29 CFR 1910.134);
3. respiratory hazards encountered at the Village of Chapin and their health affects;
4. proper selection and use of respirators;
5. limitations of respirators;
6. respirator donning and user seal (fit) checks;
7. fit testing;
8. emergency use procedures;
9. maintenance and storage; and
10. medical signs and symptoms limiting the effective use of respirators.

Employees will be retrained annually or as needed (e.g., if they change departments or work processes and need to use a different respirator). Employees must demonstrate their understanding of the topics covered in the training through hands-on exercises. Respirator training will be documented by the Department Supervisor and the documentation will include the type, model, and size of respirator for which each employee has been trained and fit tested.

D. NIOSH Certification

All respirators must be certified by the National Institute for Occupational Safety and Health (NIOSH) and shall be used in accordance with the terms of that certification. Also, all filters, cartridges, and canisters must be labeled with the appropriate NIOSH approval label. The label must not be removed or defaced while the respirator is in use.

E. Voluntary Respirator Use

Department Supervisors shall authorize voluntary use of respiratory protective equipment as requested by all other workers on a case-by-case basis, depending on specific workplace conditions and the results of medical evaluations.

The Program Administrator will provide all employees who voluntarily choose to wear the above respirators with a copy of Appendix D of the OSHA Respiratory Protection Standard. (Appendix D details the requirements for voluntary use of respirators by employees.) Employees who choose to wear a half face piece APR or SCBA must comply with the procedures for Medical Evaluation, Respirator Use, Cleaning, Maintenance and Storage portions of this program.

F. Medical Evaluation

Employees who are either required to wear respirators, or who choose to wear a half face piece APR or SCBA voluntarily, must pass a medical exam provided by the Village of Chapin before being permitted to wear a respirator on the job or in an emergency response. Employees are not permitted to wear respirators until a physician has determined that they are medically able to do so. Any employee refusing the medical evaluation will not be allowed to work in an area requiring respirator use.

A licensed physician at Midwest Occupational Health Associates, 901 W. Morton, Jacksonville, Illinois or other physician or other licensed health care professional identified by the Board of Trustees, will provide the medical evaluations. Medical evaluation procedures are as follows:

1. The medical evaluation will be conducted using the questionnaire provided in Appendix C of the OSHA Respiratory Protection Standard. The Program Administrator will provide a copy of this questionnaire to all department supervisors for employees requiring medical evaluations.
2. To the extent feasible, the village will provide assistance to employees who are unable to read the questionnaire. When this is not possible, the employee will be sent directly to the physician for medical evaluation.
3. All affected employees will be given a copy of the medical questionnaire to complete, along with a stamped and addressed envelope for mailing the questionnaire to the village physician.
4. Follow-up medical exams will be granted to employees as required by the Standard, and/or as deemed necessary by the evaluating physician.
5. All employees will be granted the opportunity to speak with the physician about their medical evaluation, if they so request.
6. The Program Administrator shall provide the evaluating physician with a copy of this Program, a copy of the OSHA Respiratory Protection Standard, the list of hazardous substances by work area, and the following information about each employee requiring evaluation:
 - a. his or her work area or job title;

- b. proposed respirator type and weight;
 - c. length of time required to wear respirator;
 - d. expected physical work load (light, moderate or heavy);
 - e. potential temperature and humidity extremes; and
 - f. any additional protective clothing required
7. Positive pressure air purifying respirators will be provided to employees as required by medical necessity.
 8. After an employee has received clearance to wear his or her respirator, additional medical evaluations will be provided under the following circumstances:
 - a. The employee reports signs and/or symptoms related to their ability to use the respirator, such as shortness of breath, dizziness, chest pains or wheezing.
 - b. The evaluating physician or supervisor informs the Program Administrator that the employee needs to be reevaluated.
 - c. Information found during the implementation of this program, including observations made during the fit testing and program evaluation, indicates a need for reevaluation.
 - d. A change occurs in workplace conditions that may result in an increased physiological burden on the employee.

All examinations and questionnaires are to remain confidential between the employee and the physician. The Program Administrator will only retain the physician's written recommendations regarding each employee's ability to wear a respirator.

G. Fit Testing

Employees who are required to or who voluntarily wear half-face piece APRs or SCBA will be fit tested:

1. prior to being allowed to wear any respirator with a tight-fitting face piece;
2. annually; or
3. when there are changes in the employee's physical condition that could affect respiratory fit (e.g., obvious change in body weight, facial scarring, etc.).

Employees will be fit tested with the make, model, and size of respirator that they will actually wear. Employees will be provided with several models and sizes of respirators so that they may find an optimal fit. Fit testing of powered air purifying respirators will be conducted in the negative pressure mode.

The Program Administrator will ensure fit tests are conducted in accordance with the OSHA Respiratory Protection Standard.

H. General Respirator Use Procedures

1. Employees will use their respirators under conditions specified in this program, and in accordance with the training they receive on the use of each particular model. In addition, the respirator shall not be used in a manner for which it is not certified by NIOSH or by its manufacturer.
2. All employees shall conduct user seal checks each time they wear their respirators. Employees shall use either the positive or negative pressure check (depending on which test works best for them) as specified in the OSHA Respiratory Protection Standard.
 - a. Positive Pressure Test: This test is performed by closing off the exhalation valve with your hand. Breathe air into the mask. The face fit is satisfactory if some pressure can be built up inside the mask without any air leaking out between the mask and the face of the wearer.
 - b. Negative Pressure Test: This test is performed by closing of the inlet openings of the cartridge with the palm of your hand. Some masks may require that the filter holder be removed to seal off the intake valve. Inhale gently so that a vacuum occurs within the face piece. Hold your breath for ten (10) seconds. If the vacuum remains, and no inward leakage is detected, the respirator is fit properly.
3. Employees are not permitted to wear tight-fitting respirators if they have any condition, such as facial scars, facial hair, or missing dentures, which would prevent a proper seal or prevent valve function. Employees are not permitted to wear headphones, jewelry, or other items that may interfere with the seal between the face and the face piece or with valve function.

I. Air Quality

For self-contained breathing apparatus, only Grade D breathing air shall be used in the cylinders. The Program Administrator will coordinate with department supervisors to certify that the air in the cylinders meets the specifications of Grade D breathing air.

The department supervisors will maintain a minimum air supply as they deem necessary to complete the requirements of their area. Additionally, cylinders may be recharged as necessary from the breathing air cascade system as long as the breathing air meets Grade D specifications.

J. Change Schedules

Respirator cartridges shall be replaced as determined by the Program Administrator, supervisor(s), and manufacturers recommendations.

K. Cleaning

Respirators are to be regularly cleaned and disinfected at the designated respirator cleaning station. Respirators issued for the exclusive use of an employee shall be cleaned as often as necessary. Atmosphere-supplying and emergency use respirators are to be cleaned and disinfected after each use.

The following procedure is to be used when cleaning and disinfecting reusable respirators:

1. Disassemble respirator, removing any filters, canisters, or cartridges;
2. Wash the face piece and all associated parts (except cartridges and elastic headbands) in an approved cleaner-disinfectant solution in warm water (about 120 degrees Fahrenheit). Do not use organic solvents. Use a hand brush to remove dirt;
3. Rinse completely in clean, warm water;
4. Disinfect all facial contact areas by spraying the respirator with an approved disinfectant;
5. Air dry in a clean area;
6. Reassemble the respirator and replace any defective parts. Insert new filters or cartridges and make sure the seal is tight; and
7. Place respirator in a clean, dry plastic bag or other airtight container.

The department supervisors will ensure an adequate supply of appropriate cleaning and disinfection materials at the cleaning station. If supplies are low, employees should notify their supervisor, who will inform the Program Administrator.

L. Maintenance

Respirators are to be properly maintained at all times in order to ensure that they function properly and protect employees adequately. Maintenance involves a thorough visual inspection for cleanliness and defects. Worn or deteriorated parts will be replaced prior to use. No components will be replaced or repairs made beyond those recommended by the manufacturer. Repairs to regulators or alarms of atmosphere-supplying respirators will be conducted by the manufacturer.

1. All respirators shall be inspected routinely before and after each use and during cleaning.
2. Respirators kept for emergency use shall be inspected after each use, and at least monthly by the department supervisors to assure that they are in satisfactory working order
3. The Respirator Inspection Checklist (Attachment E) will be used when inspecting respirators.
4. A record shall be kept of inspection dates and findings for respirators maintained for emergency use.
5. Employees are permitted to leave their work area to perform limited maintenance on their respirator in a designated area that is free of respiratory hazards. Situations when this is permitted include:
 - a. washing face and respirator face piece to prevent any eye or skin irritation;
 - b. replacing the filter, cartridge or canister;
 - c. detection of vapor or gas breakthrough or leakage in the face piece; or
 - d. detection of any other damage to the respirator or its components.

M. Storage

After inspection, cleaning, and necessary repairs, respirators shall be stored appropriately to protect against dust, sunlight, heat, extreme cold, excessive moisture, or damaging chemicals.

1. Respirators must be stored in a clean, dry area, and in accordance with the manufacturer's recommendations.
2. Respirators shall be packed or stored so that the face piece and exhalation valve will rest in a near normal position.
3. Stored in compartments or in covers that are clearly marked as containing emergency respirators.

N. Respirator Malfunctions and Defects

1. For any malfunction of a SCBA or an ASR (atmosphere-supplying respirator), such as breakthrough, face piece leakage, or improperly

working valve, the respirator wearer should inform his/her supervisor that the respirator no longer functions as intended. The supervisor must ensure that the employee either receives the needed parts to repair the respirator or is provided with a new respirator.

2. Respirators that are defective or have defective parts shall be taken out of service immediately. If, during an inspection, an employee discovers a defect in a respirator, he/she is to bring the defect to the attention of his/her supervisor. Supervisors will give all defective respirators to the Program Administrator. The Program Administrator will decide whether to:
 - a. temporarily take the respirator out of service until it can be repaired; or
 - b. dispose of the respirator due to an irreparable problem or defect.

When a respirator is taken out of service for an extended period of time, the respirator will be tagged out of service, and the employee will be given a replacement of a similar make, model, and size if necessary. All tagged out respirators will be kept in the Village of Chapin Water Tower or in the office of the fire chief.

O. Emergency Procedures

In emergency situations where an atmosphere exists in which the wearer of the respirator could be overcome by a toxic or oxygen-deficient atmosphere, the following procedures should be followed. These procedures do not solely apply to the Village of Chapin Fire Department. The locations within the Village of Chapin where the potential for dangerous atmosphere exists are listed in Attachment F of this Written Program. Locations of emergency respirators are also listed in Attachment F.

1. In the event of emergency, employees must immediately evacuate the building.
2. Employees who must enter into a dangerous atmosphere must take the following precautions:
 - a. Employees must never enter a dangerous atmosphere without first obtaining the proper protective equipment and permission to enter from the Program Administrator or supervisor;
 - b. Employees must never enter a dangerous atmosphere without at least one additional person present. The additional person must remain in the safe atmosphere (not applicable for life-saving operations);

- c. Communications (voice, visual or signal line) must be maintained between both individuals and all present.

P. Program Evaluation

The Program Administrator will conduct periodic evaluations of the workplace to ensure that the provisions of this program are being implemented. The evaluations will include regular consultations with employees who use respirators and their supervisors, site inspections, air monitoring and a review of records. Items to be considered will include:

- 1. comfort;
- 2. ability to breathe without objectionable effort;
- 3. adequate visibility under all conditions
- 4. provisions for wearing prescription glasses;
- 5. ability to perform all tasks without undue interference; and
- 6. confidence in the face piece fit.

Identified problems will be noted in an inspection log and addressed by the Program Administrator. These findings will be reported to the Village President, and the report will list plans to correct deficiencies in the respirator program and target dates for the implementation of those corrections.

Q. Documentation and Recordkeeping

- 1. A written copy of this program and the OSHA Respiratory Protection Standard shall be kept in the Village Hall and made available to all employees who wish to review it.
- 2. Copies of training and fit test records shall be maintained by the Department Supervisors. These records will be updated as new employees are trained, as existing employees receive refresher training, and as new fit tests are conducted.
- 3. For employees covered under the Respiratory Protection Program, the Program Administrator shall maintain copies of the physician's written recommendation regarding each employee's ability to wear a respirator. The completed medical questionnaires and evaluating physician's documented findings will remain confidential in the employee's medical records at the location of the evaluating physician's practice.

ATTACHMENT A

Village of Chapin, Illinois

Hazard Assessment Log

Hazard Assessment Log <i>December 12, 2017</i>				
Department	Contaminants	Exposure Level (8 hr TWA*)	IDLH*	Controls
Fire Department	Carbon Monoxide	50 ppm	1200 ppm	CO monitoring
Fire Department	Hydrogen Cyanide	10 ppm	50 ppm	HCN monitoring
Waste Water Treatment	Sodium Bisulfite	5 mg/m ³	Not determined	Ventilation
Waste Water Treatment	Sodium Hypochlorite (as chlorine heated)	1 ppm	10 ppm	Ventilation
Water Treatment	Hydrofluosilicic Acid	3 ppm	30 ppm	Ventilation
Water Treatment	Citric Acid	Not Established	Not Established	Ventilation
Water Treatment	Caustic (Sodium Hydroxide)	2 mg/m ³	10 mg/m ³	Ventilation
Water Treatment	Phosphoric Acid	1 mg/m ³	1000 mg/m ³	Ventilation
Water Treatment	Sodium Hypochlorite (as chlorine heated)	1 ppm	10 ppm	Ventilation
Rescue Squad/ Fire Department	HazMat Response	Product Dependent	Product Dependent	Ventilation/ Monitoring

* Summarized from NIOSH Pocket Guide to Chemical Hazards and product SDS by *Bryce A McCormick*.

ATTACHMENT B

Village of Chapin, Illinois

Record of Respirator Use

Required and Voluntary Respirator Use at the Village of Chapin	
Type of Respirator	Department/Process
Filtering face piece (N95)	Voluntary use, CARS members
Half-face piece APR or PAPR with P100 filter	Chemical Feed Rooms Cleaning Processes
SCBA	Firefighters/Emergency Response

ATTACHMENT C

Village of Chapin, Illinois

Hazard Evaluation

Process Hazard Evaluation for the Village of Chapin <i>as of December 2017</i>	
Process	Noted Hazards
Chemical Feed Rooms at the Water Treatment Tower	Employees may voluntarily wear half-face piece APRs with P100 cartridges or n95 masks. Although exposure monitoring has shown that exposures are kept within PELs during this procedure, the Village of Chapin will provide respirators to workers who are concerned about potential exposures.
Chemical Feed Room at Wastewater Treatment Plant	Employees may voluntarily wear half-face piece APRs with P100 cartridges or n95 masks. Although exposure monitoring has shown that exposures are kept within PELs during this procedure, the Village of Chapin will provide respirators to workers who are concerned about potential exposures.
Airborne Contaminants from patient interactions	Employees may voluntarily n95 masks for all responses involving the potential for airborne contaminants. During known outbreaks of infelicitous diseases, PAPRs may be necessary, but use will limited to those with current face piece tests and proper training.
Cleaning of Confined Spaces	Because of potential IDLH conditions, employees cleaning in confined spaces may be required to wear SCBA or APRs with P100 filters and goggles based on atmospheric monitoring.
Emergency Response to Various Fires	Employees must wear SCBA when entering into any atmosphere that reaches IDLH or has the potential for respiratory injury due to thermal insult is present. Atmospheric monitoring shall be conducted per department policy.
Emergency Response to Hazardous Materials	SCBA shall be worn for any hazardous material of unknown type. Appropriate APRs with P100 cartridges may be worn if applicable to the material if known. Atmospheric monitoring shall be conducted per department policy.
General Maintenance	Employees may voluntarily wear half-face piece APRs with P100 cartridges or n95 masks. Although exposure monitoring has shown that exposures are kept within PELs during this procedure, the Village of Chapin will provide respirators to workers who are concerned about potential exposures.

ATTACHMENT D

Village of Chapin, Illinois

Record of Respirator Issuance

<p align="center">Village of Chapin Personnel in Respiratory Protection Program <i>as of December 12, 2017</i></p>				
<p align="center">Respiratory protection is required for and has been issued to the following personnel:</p>				
Name	Department	Job Description/ Work Procedure	Type of Respirator	Date Issued
Ronnie Upchurch	Water/Sewer/CARS	System Superintendent	APR	
Dalton Surratt	Water/Sewer	Production Asst.	APR	
Bryce McCormick	CARS/Water	Chief/Production Asst.	APR	
Robert Luttrell	CARS	EMT/HazMat	APR	
Tarrah DeGroot	CARS	EMT/HazMat	APR	
Ryan Arnold	CARS/VCFD	EMT/HazMat/FF	APR/SCBA	
Nicole Menge	CARS	EMT/HazMat	APR	
Derek Huseman	CARS	Paramedic/HazMat	APR	
Matt Dixon	CARS	EMT/HazMat	APR	
Adam Hageman	CARS	EMT/HazMat	APR	
Scott Pahlmann	VCFD	Chief	SCBA	
Josh Crews	VCFD	FF	SCBA	
Steve Ford	VCFD	FF	SCBA	
Brad Lakamp	VCFD	FF	SCBA	
Jared Smock	VCFD	FF	SCBA	
Daniel Mattes	VCFD	FF	SCBA	
Daniel Edmonds	VCFD	FF	SCBA	
Colton Rodems	VCFD	FF	SCBA	
Don Bell	VCFD	FF	SCBA	
Rusty Waid	VCFD	FF	SCBA	
George Lomelino	VCFD	FF	SCBA	
Terry Menge	VCFD	FF	SCBA	

ATTACHMENT E

Village of Chapin, Illinois

Respirator Inspection Checklist

Type of Respirator:	Location:
Respirator Issued to:	Type of Hazard:
Face piece	<input type="checkbox"/> Cracks, tears, or holes <input type="checkbox"/> Face mask distortion <input type="checkbox"/> Cracked or loose lenses/face shield
Head straps	<input type="checkbox"/> Breaks or tears <input type="checkbox"/> Broken buckles
Valves:	<input type="checkbox"/> Residue or dirt <input type="checkbox"/> Cracks or tears in valve material
Filters/Cartridges:	<input type="checkbox"/> Approval designation <input type="checkbox"/> Gaskets <input type="checkbox"/> Cracks or dents in housing <input type="checkbox"/> Proper cartridge for hazard
Air Supply Systems	<input type="checkbox"/> Breathing air quality/grade <input type="checkbox"/> Condition of supply hoses <input type="checkbox"/> Hose connections <input type="checkbox"/> Settings on regulators and valves
Rubber/Elastomer Parts	<input type="checkbox"/> Pliability <input type="checkbox"/> Deterioration

Inspected by:	Date:
Action Taken:	

ATTACHMENT F

Village of Chapin, Illinois

Emergency Potential Log

The following work areas at the Village of Chapin have been identified as having potential for emergencies:

Area	Type of Emergency	Location of Emergency Respirator(s)
Chemical Feed Rooms, Water Treatment Plant	Spill of hazardous chemicals	Raw water pump room
Chemical Feed Room, Wastewater Treatment	Spill of hazardous chemicals	Blower room
Emergency Response	Fire and Hazardous Materials	VCFD and CARS

Program Administrator

Date

ATTACHMENT G

Village of Chapin, Illinois

Immediately Dangerous to Life and Health (IDLH) Assessment Log

The Program Administrator has identified the following area as presenting the potential for IDLH conditions:

Process	IDLH Condition	Procedure
Fire Response	Smoke, Byproducts of Combustion, Super-Heated Gases	SCBA will be worn the entire time an IDLH or similar atmosphere is encountered by Village of Chapin employees
Water Disinfection	Heating may cause the release of increased levels of all chemicals in the WTP above the PEL to IDLH	Ventilation will be required for disinfection chemicals at all times. Respiratory protection will be required when ventilation is inactive or heating has occurred.
Waste Water Disinfection	Heating may cause the release of increased levels of all chemicals in the STP above the PEL to IDLH	Ventilation will be required for disinfection chemicals at all times. Respiratory protection will be required when ventilation is inactive or heating has occurred.
Hazardous Materials Response	IDLH conditions will vary based on response type and products involved.	SCBA and/or APRs will be used by all members as required by incident command and HazMat team instructions.

Program Administrator

Date