

## STANDARD PROCEDURE INSTRUCTION

Title		SPI
Respiratory Protection		36-4
Department	Supersedes SPI Dated	Effective Date
<b>ENVIRONMENT &amp; HEALTH</b>	<b>JUNE 26, 1992</b>	<b>JUNE 12, 2009</b>

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# Respiratory Protection

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**PURPOSE:**

- 1.1 To prescribe procedures, which will provide Respiratory Protection appropriate to risks encountered.

**SCOPE:**

To provide compliance with Manitoba Regulations and Thompson Operations policies and practices.

- 2.1 The [Respiratory Protection Program](#) applies to all people working for Vale including contractors.
- 2.2 All personnel working for Vale shall be clean-shaven and able to wear a tight fitting respirator at any time.
- 2.3 The basic elements of respiratory protection are that the respirators must be properly fitted, appropriate, and approved.
  - 2.3.1 Properly fitted means that persons using tight fitting positive-pressure or negative-pressure respirators shall be fit-tested every two years.
  - 2.3.2 Clean-shaven means no hair growth below the top lip line on the face, which includes stubble, soul patches, beards, moustaches, and controlled side burns.
  - 2.3.3 Appropriate means that the respirator must provide protection to the work area circumstances and elements.
  - 2.3.4 Approved means that any respirator provided must have NIOSH certification (or equivalent), and approved by departmental JHSE Committee.

**Roles & Responsibilities**

- 3.1 Environment & Health:
  - 3.1.2 The Manager of Environment, & Health, and Safety (or designate):
  - 3.1.3 Shall be responsible for the administration of the [Respiratory Protection Program](#) to ensure compliance to all legal and other requirements (including the most current



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version of the CSA Standard).

- 3.1.4 Shall provide advice, direction and interpretation on the Respiratory Protection Program.
- 3.1.5 Shall be responsible to provide a biennial fit testing program that meets CSA Z94 requirements.
- 3.1.6 Shall provide a hazard identification program, in consultation with the JHSE Committee, to enable areas or operations where respiratory protection is required to identify, post and review mandatory respirator areas or tasks.
- 3.1.7 Shall work with Occupational Medicine and JHSE to ensure workers are able to wear suitable respiratory protection.
- 3.1.8 Shall work with the training department to ensure quality respirator user training.
- 3.1.9 Shall ensure the supply of respiratory protection is adequate to meet the divisional needs and that they have NIOSH (or equivalent) approval.

### 3.2 Operating Departments

- 3.2.1 The Department Head (or designate) is responsible for the administration and implementation of the [Respiratory Protection Program](#) within their area of responsibility.
- 3.2.2 Verify that health screening, fit testing and respiratory training has been completed prior to assigning tasks that require respiratory protection.
- 3.2.3 Shall provide and document respiratory protection training every 2 years.
- 3.2.4 Work with Environment & Health and JHSE Committee to understand, designate and identify areas requiring respirators including;
  - a) Purchase and issue procedures,
  - b) Hydrostatic testing as required,
  - c) Equipment maintenance and storage procedures,
  - d) Equipment selection, use and acceptance,
  - e) Instructing, training and fit testing procedures,
  - f) Designate and post mandatory respirator use areas including an annual review of designated areas,



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- g) Provide cleaning and disinfecting stations and procedures,
- h) Record keeping.

3.2.5 Maintain an adequate supply of replacement parts and cartridges.

3.2.6 Ensure that only persons qualified by specialized instructions shall be employed in the maintenance of Self Contained Breathing Apparatus (S.C.B.A.).

3.2.7 Shall ensure that only qualified persons will be involved in the following:

- a) The communication of information about respiratory hazards.
- b) The instruction of users and supervisors of users on respirator selection, fit testing, correct usage, etc.
- c) The issuing and maintenance of respiratory protection.

3.2.8 Shall consult with the Environment & Health and the JHSE Committee on matters concerning the introduction of new procedures, which could result in changes to existing environmental conditions.

3.2.9 The person designated by the department head shall ensure that an annual audit is carried out on the effectiveness of the Respiratory Protection Program in their area of accountability.

### 3.3 Employees

3.2.10 Maintain a clean-shaven condition as required by 2.3.2 in order to achieve continual effective respiratory protection.

3.2.11 Refrain from having any object or material that would interfere with the seal or operation of the respirator.

3.2.12 Conduct daily seal checks prior to using respirators

3.2.13 Use only respiratory protection approved for their area

3.2.14 Maintain their respirator in good operating condition and change the cartridges on a regular basis and have it available for use as required.

3.2.15 Replace defective respirator and report to supervision any condition or change that may impact on their ability to wear a respirator safely.

### 3.4 Safety & Training

3.2.16 Work with Operating department to deliver general respiratory training as part of



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divisional orientation.

3.2.17 Work with Environment & Health to ensure training programs meet legal and other requirements.

3.2.18 Provide specialty training for respirator maintenance programs, and specialty respiratory equipment service such as SCBA.

3.2.19 Ensure training records are kept of all respiratory training.

3.2.20 Ensure records are kept for the duration of workers employment.

### 3.5 Occupational Medicine

3.2.21 Ensure a staff of trained health care professionals is available

3.2.22 Complete initial health screening, and periodically thereafter, on all employees to ensure their fitness to use a respirator.

#### Addendum:

[36-4 Amendment.doc](#)

Approved By	President Vale Limited Manitoba Operations
_____ Brian Maynard	
Date	



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