

**University of Dayton**

**HEARING CONSERVATION PROGRAM**

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## **ADMINISTRATION**

It is the policy of the University of Dayton to institute an occupational hearing conservation program for our University employees to prevent any temporary or permanent noise-induced hearing loss to employees, and to comply with the federal OSHA standard found at 29 CFR 1910.95 – Occupational Noise Exposure.

This written hearing conservation plan serves as a record of the details of the hearing conservation program in place at the University of Dayton. We have this program in place to protect the hearing of all employees at the University. Elements of the hearing conservation program include:

- \* Monitoring,
- \* Audiometric testing program,
- \* Hearing Protection,
- \* Training and Information, and
- \* Recordkeeping.

Environmental Safety Office (ESO) has overall responsibility for coordinating safety and health programs at the University. The Environmental Safety Administrator is the person having overall responsibility for the Hearing Conservation Program. The Environmental Safety Administrator will review and update the program, as necessary. Copies of the written program may be obtained from the Environmental Safety Office, Alumni Hall, room 219.

## **MONITORING**

The monitoring program is in place to provide an ongoing means of determining employee exposure to noise and protect employees based on excessive exposure. To determine employee exposure to noise, we use a dosimeter, a type of calibrated noise measuring equipment.

The ESO notifies all employees exposed at or above an 8-hour time-weighted average of 85 decibels of the results of the monitoring by way of a memo to the department supervisor.

The ESO provides an opportunity for affected employees or their representatives to observe any noise measurements conducted.

The ESO selects proper hearing devices for affected employees by input from the user and from the supervisor and/or department safety committee.

Monitoring is repeated whenever a change in production, process, equipment or controls increases noise exposures to the extent that either additional employees may be exposed at or above the action level or the attenuation provided by hearing protectors being used by employees may be rendered inadequate to meet the requirements of noise reduction.

The program ensures that a valid baseline audiogram is established for exposed employees within 6 months of their first exposure (or within one year if mobile vans are used, with employees wearing hearing protection for any period exceeding six months) by sending the exposed employee to an ESO recommended testing site. Audiometric testing may be repeated when conditions or work tasks are changed. The ESO determines if standard threshold shift has occurred by information supplied by the testing technician and medical consultation.

If standard threshold shift has occurred, the University may obtain a retest within 30 days and consider the results of the retest as the annual audiogram. Notification to the department supervisor and to the department administrator informing them of the findings and requirements of our hearing protection policy will be made along with any recommendations from the ESO.

If subsequent audiometric testing of an employee whose exposure to noise is less than an 8-hour (time weighted average)TWA of 90 decibels indicates that a standard threshold shift is not persistent, the ESO informs the employee of the new audiometric interpretation and discontinues the required use of hearing protectors for that employee in writing.

The University makes hearing protectors available to all employees exposed to an 8-hour time-weighted average of 85 decibels or greater at no cost to the employees, according to the following method:

- Supplied by the ESO for all University employees with the exception of
- An UDRI employee will be supplied by the UDRI Safety Officer

The University ensures use of available hearing protection by all affected employees by training and communication by the ESO, quarterly safety newsletters and the ESO homepage.

The University ensures that employees have a variety of suitable protectors that attenuate (lower) employee exposure at least to an 8-hour time-weighted average of 90 decibels, or 85 decibels or lower for employees who have experienced a standard threshold shift in their hearing, according to the standards set by OSHA, 29 CFR 1910.95.

The ESO has varieties of suitable hearing protection for employees to choose from. Samples are available in Alumni Hall 219, Monday through Friday 8:30 am – 4:30 pm.

The ESO ensures evaluation for adequacy of the hearing protection attenuation for the specific noise environments in which the protector will be used, according to specifications given in an appendix to the standard, according to 29 CFR 1910.95. The ESO reevaluates attenuation whenever employee noise exposures increase to the extent that current hearing protectors no longer provide adequate attenuation, and then provides more effective hearing protection.

The University of Dayton Hearing Protection Training Program is for all employees exposed to noise at or above an 8-hour time-weighted average of 85 decibels. The ESO ensures employee participation in the hearing protection training program by alerting and training supervisors of the risks. They are advised to enforce the use of PPE with the same attention as any other disciplinary action.

The ESO makes copies of the standard available to affected employees or their representatives on request or by visiting the Environmental Safety Office, Alumni Hall, room 219

The department is required to repeat the training program annually. The ESO assures that the training material is updated to be consistent with changes in the protective equipment and work processes by inspection of work areas each quarter and by interview of affected employees.

## **REQUIREMENTS OF TRAINING**

The ESO assures that each affected employee is informed of at least the following information:

- The effects of noise on hearing;
- The purpose of hearing protectors, the advantages, disadvantages, and attenuation of various types, and instructions on selection, fitting, use, and care; and
- The purpose of audiometric testing, and an explanation of test procedures.

The ESO makes informational materials pertaining to the Occupational Noise Exposure standard that are supplied to it by OSHA available to affected employees or their representatives according to the requirements set by 29 CFR 1910.95.

## **RECORD KEEPING**

Recordkeeping is an essential element of the hearing conservation program, since it is the means by which hearing levels are tracked and assessed over a period of years. The company has in place a series of measures to maintain comprehensive and up-to-date records.

The ESO maintains accurate records of all employee exposure measurements required by the monitoring program of this regulation. The company maintains accurate records of all employee audiometric test records obtained pursuant to paragraph (g) of 1910.95.

The University retains noise exposure measurement records for two years and audiometric test records for the duration of the affected employee's employment plus 30 years in the respective employee Human Resource Office.

The University provides access to records to employees, former employees, representatives designated by the individual employee, and OSHA, upon request through the ESO and the Human Resource departments of the University.