

Hearing Conservation

1.0 Purpose and Scope

To establish Hearing Conservation guidelines for use at all Waupaca Foundry, Inc. facilities, preventing potential employee hearing loss due to occupational noise exposures.

Each facility should review any applicable State OSHA requirements, which may be more stringent than the minimum requirements set forth in this procedure and the Federal OSHA Requirements CFR 1910.95.

2.0 Administration

2.1 The Health Services Department at each Plant location is responsible for the administration of the Hearing Conservation Program.

Administrative responsibilities include:

- a. Coordination of and supervision of annual noise exposure monitoring.
- b. Identification of employees to be included in the Hearing Conservation Program.
- c. Coordination and supervision of Audiometric testing programs.
- d. Supervision of hearing protector selection.
- e. Development of policies relating to the use of hearing protection.
- f. Supervision of employee hearing conservation training programs.
- g. Coordination and supervision of record keeping.
- h. Annual evaluation of overall program.
- i. Supervision of the Ear-Fit Testing Program.

2.2 Engineering

It is the responsibility of the plant engineers and maintenance supervisors to notify the Health and Safety departments of process changes that may affect noise levels. This information may also be obtained from the New Equipment Buy Off evaluations.

2.3 Work Practice

It is the responsibility of all individuals and supervisors to ensure appropriate hearing protection is being utilized according to the manufacturer guidelines. All employees, contractors and visitors are required to wear appropriate hearing protection in designated areas, including but not limited to all production areas.

Employees are not allowed to use unapproved audio equipment with headsets, ear jacks, Ipods/Mp3 players etc. while in the plant.

Hearing Conservation

3.0 Sound Level Monitoring

All production areas will have comprehensive noise monitoring at a minimum of every two years. Additional noise measurements will be conducted whenever exposures are expected to change due to process changes or workstation relocation. Employees of the Health and Safety department will administer the sound-monitoring program.

Employees will have the opportunity to observe the monitoring in a manner that does not disrupt the workflow. Results of the sound level monitoring will be posted in an area accessible to all employees. Individual notices may be issued if posting is not an option.

4.0 Audiometric Testing

Full time employees will be given a baseline hearing test at the time of their pre-employment evaluation or within 6 months of an employees first exposure.

Annual audiometric testing will be performed either by a contracted service, or by Health Services Department staff that have been certified by the Council of Accreditation in Occupational Hearing Conservation.

Audiograms may be reviewed annually by the consulting Occupational Health Physician, consulting Physician for each plant location or Hearing Conservation Service and referrals are made accordingly.

If a standard threshold shift (STS) is identified:

(An average shift in either ear of 10 dB or more at 2000,3000,and 4000 Hz)

1. The employee will be notified in writing of the threshold shift within 21 calendar days of this determination.
2. The employee will be informed of the need for further evaluation if a medical problem is suspected.
3. The use of hearing protection will be mandatory, and this will be enforced.
4. The employee will be refitted and/or retrained in the use of hearing protection.

All 25 DB shifts will be recorded on the OSHA-300 log and evaluated by the Audiologist who will confirm or deny "Work-Relatedness".

All testing will be conducted with equipment that meets the specifications of ANSI S3.6-1969. Tests will be pure tone, air conduction, hearing threshold examinations at test frequencies of 500, 1000, 2000, 3000, 4000, and 6000 Hz. Each ear will be tested separately.

The functional operation of the audiometer will be checked by biological calibration prior to each day's use. An acoustic check will be performed if the biological calibration

Hearing Conservation

indicates deviations of 10 dB or greater, and an exhaustive calibration will be performed if the biological calibration indicates deviations of 15 dB or greater. A functional calibration will be conducted at least annually and an exhaustive calibration at least annually.

Records will be maintained of the background sound pressure levels while audiograms are being conducted.

5.0 Hearing Protection Equipment

All employees, visitors, and contractors entering the plant facilities during production hours will be required to wear hearing protection. In some areas of the facility, multiple hearing protection must be used. These areas will be posted requiring dual hearing protection.

The following hearing protection is available at Waupaca Foundry, Inc.

Ear Plugs

Classic One Touch NRR-29
Earsoft Yellow Neon Regular NRR-33
Earsoft Yellow Neon Large NRR-33
Earsoft FX NRR-33
EZ Fit NRR-28
Ear Grippers NRR-31

Ear Muffs

Elvex Ear Muff NRR 29
Bilsom Thunder Ear Muff NRR 30
Bilsom Viking Ear Muff (DE) NRR 29
Howard Leight Ear Muff Cap Mount NRR 27
Peltor Optime Ear Muff (wraps behind the head) NRR 29
Peltor Versaflo Ear Muff (Airhood) NRR 29

Hearing Conservation

6.0 Employee Training

All new hires are given Hearing Conservation training during pre-job orientation. Annual training for all employees is coordinated with the plant Health Services Department.

Both new hire and annual training includes information on:

1. The effects of noise on hearing.
2. The purpose and use of hearing protection, proper selection, use and care.
3. NRR (Noise Reduction Rating)
4. The types of hearing protection available, as well as the advantages and disadvantages.
5. The purpose of audiometric testing and an explanation of the testing procedures.
6. Locations in the workplace where hearing protection is required, and the locations where multiple forms of hearing protection is required.

In addition, an employee safety talk will be completed by all employees annually.

7.0 Record keeping

Audiometric test records, and Standard Threshold Shift records and employee training records will be retained for the duration of the affected workers employment, plus 30 years.

Records are maintained in the Health Services department and are available to employees at their request.

Noise monitoring (dosimeter reading) results will be maintained in the Health Services department. These records must be updated every two years.

8.0 Hear Trac Data Base Management

Audiometric test records will be reviewed annually by the Hearing Conservation Service currently AIM-“American Industrial Medical”. AIM will review all Waupaca Foundry Inc., data.

AIM works in association with Midwest Audiology. AIM will review all data with the Audiologist from Midwest Audiology.

Hear Trac data will be provided to AIM annually in the month of December.

A complete Managerial Report will be provided to each Waupaca Foundry location annually.

Hearing Conservation

8.0 Recording of 25 DB shifts

All 25 DB hearing shift(s) will be evaluated by an Audiologist. Currently this is through AIM and Midwest Audiology. When this 25 DB shift is determined by the Health Services department at each site, all documentation will be provided to AIM. This can be accomplished by scanning or mailing this information to

American Industrial Medical, Inc.
8555 W. Forest Home Avenue
Greenfield, WI 53228
414-425-9500 (T)
414-425-9507 (F)
Craig@AIMedical.com

Documentation should include the following:

Hearing History

Comprehensive Report

STS notification

And any other pertinent information you feel will assist the Audiologist.

After the Audiologist has reviewed the documentation he/she will provide the company with a final report including a determination of work relatedness.

If the report indicates that the 25 DB shift is not work related this will need to be removed from the OSHA 300 Log for the qualifying year.