Operating Policy and Procedure

OP 60.09: Hearing Conservation Program

DATE: December 10, 2021

PURPOSE: The purpose of the Hearing Conservation Program (HCP) is twofold: to identify university employees who are occupationally exposed to hazardous noise; and to perform medical surveillance to ensure that occupationally induced hearing loss is not occurring and that in-place controls are effective. To achieve these ends, the HCP will be administered by Environmental Health & Safety (EH&S) in accordance with the written HCP on file in EH&S. Copies of the written HCP will be provided by EH&S to departments as personnel are identified for entry into the HCP.

REVIEW: This OP will be reviewed in December of every fourth year by the Vice President for EH&S with substantive revisions forwarded through the Associate Vice President for Research to the Vice President for Research & Innovation. This OP will be reviewed again in 2025.

POLICY/PROCEDURE

1. References

• 29 Code of Federal Regulations, 1910.95, Occupational Noise Exposure, 1989

• OSHA Technical Manual, 1990


2. Responsibilities

a. Deans, department heads, directors, and administrators will:
   
   (1) Ensure that all provisions of the hearing conservation program, as they pertain to their area, are followed;

   (2) Provide funds to purchase hearing protectors and to accomplish medical surveillance of employees identified as at-risk from occupational noise exposure; and

   (3) Retain medical surveillance records related to occupational noise exposure for the term of employment plus 30 years.

b. Supervisors will:

   (1) Ensure that employees use hearing protection as appropriate;
(2) Ensure that employees are scheduled for baseline, annual, and special audiometric testing as required;

(3) Report possible hazardous noise sources to EH&S for evaluation; and

(4) Ensure that employees newly hired into positions identified as requiring entry into the HCP receive a baseline audiogram prior to starting duties.

c. Employees will:

(1) Wear recommended hearing protection whenever working in an environment where hazardous noise is present; and

(2) Comply with all provisions of the HCP and hazardous noise training.

d. Environmental Health & Safety will:

(1) Identify hazardous noise producing equipment and hazardous noise areas and recommend appropriate posting;

(2) Recommend engineering controls and administrative practices to reduce or eliminate exposure to hazardous noise;

(3) Recommend appropriate hearing protection based on the sound pressure levels and frequencies determined;

(4) Train employees in the proper selection and use of hearing protection;

(5) Perform noise dosimetry to quantify hazardous noise exposure dose and identify employees for entry into the hearing conservation program;

(6) Periodically re-survey and perform noise dosimetry to check for changes in noise exposure levels and durations;

(7) Review medical surveillance data to identify problem areas to be addressed; and

(8) Perform recordkeeping for all documents related to noise surveys or noise dosimetry.