

<b><i>HEALTH AND SAFETY MANUAL</i></b>		
Title: Lead Awareness		
Approved by: Greg Savoy		Rev. 8/30/11

1 Purpose/Scope:

This program establishes procedures to ensure that all work involving lead based paint be conducted in accordance with this policy to maintain employee exposures below established permissible exposure limits.

Health effects/symptoms of lead poisoning include: loss of appetite, nausea, vomiting, stomach cramps, constipation, difficulty in sleeping, fatigue, moodiness, headache, joint or muscle aches, and anemia. Long term (chronic) overexposure to lead may result in severe damage to the blood-forming, nervous, urinary, and reproductive systems.

2 Responsibilities:

2.1 The implementation of this program shall be the responsibility of the facility manager to which it applies.

2.2 The safety department is responsible for:

2.2.1 responding to sampling requests or employee inquiries within 48 hours;

2.2.2 conducting air monitoring for employees to establish exposure levels where required.

2.2.3 monitoring being conducted every six months until two consecutive results are below the action level if initial monitoring is above the action level.

2.2.4 ensuring approved third party training is provided for each employee who has the potential exposure prior to the time of initial job assignment and annually thereafter.

2.2.5 ensuring employees are notified in writing, within 15 working days after the receipt, of the air monitoring results and corrective actions taken.

2.2.6 providing a written (site specific) compliance program to reduce exposures to or below the permissible limits. **NOTE:** The company does not typically deal with lead based paints in its' day to day operations. If the need should arise, a third party contractor would be enlisted to complete the work. The safety department shall review the third party contractors' plan

prior to allowing work to commence.

- 2.2.7 establishing a medical surveillance program for all employees who are or may be exposed above the action level for more than 30 days.
  - 2.2.8 ensuring blood sampling and monitoring is conducted every six (6) months until two (2) consecutive blood samples and analysis are acceptable. The sampling and monitoring shall be performed at least monthly during the removal period. Any employee with elevated blood levels shall be temporarily removed. Employees shall be notified in writing within five (5) days when lead levels are not acceptable.
  - 2.2.9 when exposures are above the PEL lunch room, hygiene, shower, and changing facilities shall be provided.
- 2.3 Supervisors are responsible for:
- 2.3.1 ensuring no employee is exposed to lead at concentrations greater than fifty micrograms per cubic meter of air averaged of an 8-hour period.
  - 2.3.2 ensuring full shift personal air monitoring samples are representative of the employees regular, daily exposure to lead.
  - 2.3.3 providing eye protection, hand protection, and any type of PPE required for employees to perform their assigned duties. PPE shall be provided at no cost to the employee.
- 2.4 Employees are responsible for:
- 2.4.1 complying with the procedures identified in this policy.
  - 2.4.2 abiding by any signs, labels, assessment reports indicating the presence of lead containing materials
  - 2.4.3 washing their faces and hands should lead containing materials be contacted
  - 2.4.4 notify supervisor if working immediately adjacent to a lead abatement activity.
  - 2.4.5 if exposed to lead due to inadequate containment, employees shall be removed from the area until the enclosure breach is repaired or perform an Initial exposure assessment.
  - 2.4.6 using respirators during the time period necessary to install or implement engineering or work practice controls, where engineering and work practice controls are insufficient and in emergencies.

3 Requirements:

3.1 Training and Communication:

3.1.1 Approved third party training is provided for each employee who has the potential exposure prior to the time of initial job assignment and annually thereafter.

3.1.2 Each affected employee shall be instructed in the purpose and use of energy control procedures.

3.1.3 Employee Training:

- Training is required for all field and shop employees at time of hire, during orientation, or before initial assignment in areas where lead is suspected.
- Annual refresher training is required.
- Training shall be documented.
- Possible locations of lead containing material shall be identified during the JSA process and corrective action shall be taken .
- Health effects are listed on MSDS.
- Employees shall abide by warning signs / labels / assessment reports and will not disturb the identified lead containing material.
- If lead materials are contacted employees shall wash hands and face immediately after contact.
- When working on multi-contractor worksites, employees shall be protected from exposure.

3.1.4 Approved third party training is provided for each employee as required.

4 References:

None

5 Exhibits:

None