

Iowa County, Iowa
Policy Manual

Title: Hearing Conservation Program	Reference #: SA016
Section: Safety	Date Effective/Revised: 4.29.22
Department (s):	Approved By: Board of Supervisors

Purpose

This program was created to provide our employees with procedures and policies to properly protect them against the effects of noise exposure. This program was prepared in accordance with OSHA regulation Section 1910.95 Occupational Noise Exposure.

The County has many departments performing numerous different tasks with various levels of noise exposure, therefore the Board of Supervisors will determine which departments are required to adhere to this policy.

Responsibilities

The Department Head is responsible for annual employee training and the selection of noise control procedures.

The Department Head will coordinate new employee testing and annual employee testing with the Designated Testing Contractor.

The Department Head, Safety Director, Testing Contractor, and Board of Supervisors will evaluate the program annually.

Employees should refer questions or comments about this program to the Department Head or Safety Director.

Pre-Work Audiometric Testing

1. A Pre-Work Audiometric test will be performed on all candidates prior to beginning employment to establish a baseline audiogram and ensure the candidate meets the requirements of the job description.

Annual Audiometric Testing

1. Audiometric testing will be performed on all employees on an annual basis. Multiple testing dates will be provided, if an employee cannot attend testing on their provided date the Department Head shall be notified at least 48 hours in advance.
2. Audiometric testing will be provided at no cost to employees.
3. The Department Head will maintain a record of all employee audiometric test records. This record will include:
 - a) Name and job classification of the employee.
 - b) Date of the audiogram.
 - c) The examiner's name.

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- d) Date of the last acoustic or exhaustive calibration of the audiometer.
4. If a Standard Threshold Shift is identified during Audiometric testing, the employee will need to complete the recommended follow-up from the Testing Contractor.

Hearing Protectors

Hearing protectors must be worn, but not limited to, the following conditions:

1. Operating a chainsaw.
2. Operating electric & air powered tools.
3. Operating “cab-less” equipment.
4. Operating a wood chipping machine.
5. Operating a mulching or spraying machine.
6. Operating a skid loader.
7. Operating a lawn mower.
8. When within 20 ft of operating construction equipment on a jobsite or work zone.
9. Any other situations where noise conditions are above 85 decibels.

Employees will be given ear plugs at no cost to them. Those employees who have a safety clothing allowance may also use it towards hearing protection.

Employees will be held accountable for properly using and maintaining the equipment furnished.

Employee Information and Training

The employer shall provide training so that all employees acquire the understanding, knowledge, and skills necessary for the safe performance of their duties.

- See NEOGOV Online training Course HP60 – Hearing Conservation

Record Keeping

- Audiometric tests records will be retained for the duration of the affected workers’ employment.

Violation of Hearing Conservation Program

Employees who violate the hearing conservation program procedures will be disciplined according to the personnel policy. Employees will also be required to attend retraining on the procedures or policies that were violated.

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Appendix A

To view and download the Section 1910.95 hearing conservation regulations from the OSHA web site, click on the following link:

http://www.osha.gov/pls/oshaweb/owadisp.show_document?p_table=STANDARDS&p_id=9735

Print out a copy of the standard and mandatory appendices to include with your program.

To view what constitutes an effective hearing conservation program from OSHA click on the following link: <https://www.osha.gov/dts/osta/otm/noise/hcp/>