



Interoffice Communication

To **Safety Department Procedure File**

From **J. V. Uptain**

Date **3/26/75 - Revision**

Subject **Safety Inspector Responsibilities For VCM Standard Compliance**

I. PERIODIC, FORMAL INSPECTION OF ALL VCM RESPIRATORY EQUIPMENT

A. Procedure

1. Write procedure for inclusion in plant wide respiratory program, including frequency of inspection & a standard inspection form for use with all types of respirators.
2. Coordinate preparation with Industrial Hygienist.
3. Procedure to comply with OSHA 1910.134 and manufacturer's instructions.

B. Inspection - Conduct Per Procedures

II. OTHER PERIODIC INSPECTIONS

Conduct per procedure developed by Industrial Hygienist.

III. REPAIR

- A. Order and maintain spare repair parts for all respiratory equipment, including equipment and supplies for recharging self-contained air tanks.
- B. Conduct repair of all respiratory equipment.
- C. Refill self-contained air tanks.

IV. REPORTS

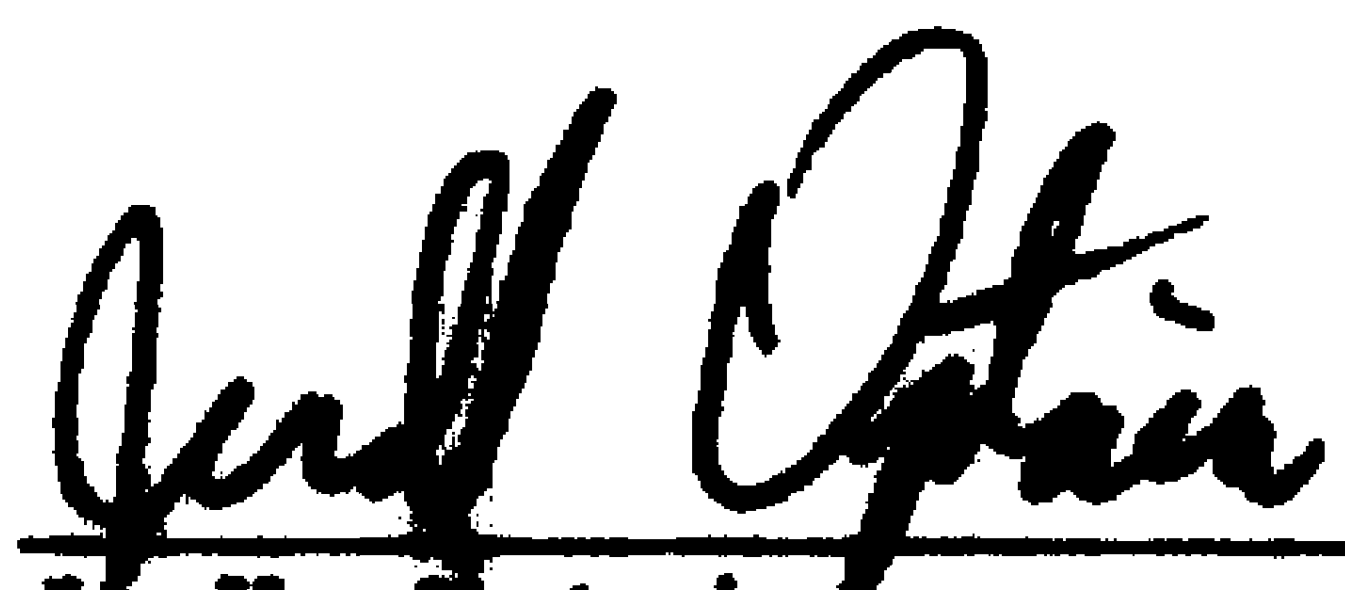
A. Monthly Progress Report

1. Brief summary of formal inspection.
2. Brief summary of all other routine inspections.
3. Equipment, material purchases.
4. Major problems.
5. Other - on demand.

V. RECORDS - MAINTAIN PER PROCEDURE

- A. Formal inspection sheets.
- B. All other routine inspection sheets, regardless of who conducts the inspection.

- C. Spare Parts Information Required For Reordering
 - 1. Item Identification
 - 2. Distributor Name, Address & Telephone Number
 - 3. All Other Pertinent Ordering Information
- D. Instruction Manual
- E. All Other Inspection Records As Defined By Procedure To Be Written By Industrial Hygienist


J. V. Uptain

JVU/lpb

C: All S/D Personnel