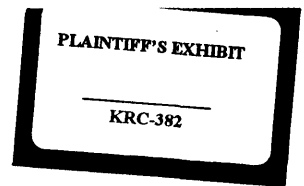




SAFE WORK PROCEDURES

SOUTHWESTERN REFINING CO.



TITLE: RESPIRATORY PROTECTION PROGRAM

#95

DATE: September 1, 1989

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I. OSHA Regulations (1910.134)

A. Permitted Uses

1. When effective engineering controls are not feasible to control air contaminants such as harmful dusts, fogs, fumes, mists, gases, smokes, sprays, or vapors.
2. Back-up protection.
3. Emergencies.
4. While engineering controls are being installed.

B. Company Responsibilities

1. Providing suitable respiratory protective devices.
2. Assuring that employees properly use, clean, store and maintain the respiratory protective equipment. Supervisors shall conduct frequent random inspections.
3. Establishing and maintaining a Respiratory Protection Program.

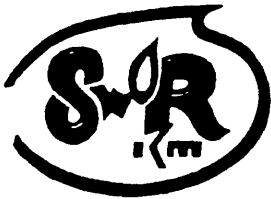
C. Employee Responsibility

1. Using and maintaining the respiratory protective equipment in accordance with the established Respiratory Protection Program.
2. Non-compliance with this policy by the employee is a serious matter and may be cause for discipline and possible discharge.

II. Respiratory Protection Program

A. The following constitutes Southwestern's Program.

1. Southwestern's Safety/Industrial Hygiene Department will be responsible for the administration and selection of all respiratory protection equipment.
2. Administration:
 - a. Program Administrator - Stephanie Settles - oversees responsibility for specific phases of the Respirator program.
 - b. Program Advisor - Waylon Litton



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III. Selection of Respirators

A. Criteria

1. Degree of Hazard

a. Immediately Dangerous to Life or Health

1. These are conditions that pose an immediate threat to life or health which could result in death or permanent damage to ones health.
2. When in doubt about the amount of oxygen or hazardous material, use respiratory protective devices specified for "Immediately Dangerous to Life or Health". Err only on the safe side in emergencies.

2. Type of Hazard

- a. Oxygen Deficient Atmospheres - less than 19.5% oxygen.
- b. Oxygen Rich Atmospheres - more than 21% oxygen.
- c. Gas or vapor.
- d. Particulate - small solid or liquid particles suspended in the air, such as dust, mist, aerosol, smoke fog, fume, or spray.

B. General Guide for Selection - Respirators will be selected on the basis of hazards to which the worker is exposed. Only MSHA/NIOSH -certified respirators will be selected and used.

1. Immediately Dangerous to Life or Health or oxygen deficient atmospheres. Use only Scott Pressure Pak or Scott Air Pak. Standby equipment and personnel are also required. (See the Scott Pressure Pak and the Air Pak quideline for details.)
2. Not Immediately Dangerous to Life or Health. Use respiratory protective equipment per following chart:

Hazard:

- Toxic Gas/Vapor - Supplied Air Respirator
- Approved Air Purifying Respirator with Chemical Cartridge

Toxic Gas/Vapor and Toxic Particulate/Dust

- Combination chemical cartridge
& particulate filter

SWRf/Asbestos 7557



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Non Toxic Particulate/Dust - Supplied Air Respirator
- Combination chemical cartridge and particulate filter
- Particulate filter
- Disposable dust mask

Spray Painting - Supplied Air Respirator
- Combination chemical cartridge and spray paint filter

C. Other Criteria

1. Supervisors and employees are responsible to watch for changing conditions that could require a different respiratory protective device.
2. The Safety/Industrial Hygiene Department will recommend the need for and the proper type of respiratory protective equipment for each operation.

IV. Assigning

A. Employees required to wear respiratory protective devices will be assigned a unit for their exclusive use when:

1. Prescription glasses necessitates.

B. When respiratory protective devices will be maintained for emergency use.

V. Program Review

A. Observe employees to check the following:

1. Comfort
2. Ease of breathing
3. Adequacy of visibility
4. Ability to communicate
5. Ability to perform tasks without undue effort
6. Confidence in face piece fit
7. Understanding of need for the equipment



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VI. Training

A. Nature of Potential Hazard

1. Make certain that employees fully understand the seriousness of following plant rules on personal protective equipment.
2. Caution employees to ask their supervisors, if they have any questions or doubts.

B. Equipment selection

1. Respirator selection is based on degree of hazard.
2. Each employee will be instructed and trained in the proper use and limitations of respirators.

C. Use and Fitting Demonstration

1. Employee must make sure:
 - a. He/She knows how to use the respirator.
 - b. He/She inspects respirator prior to and after each use for condition and cleanliness.
 - c. He/She can get a good face-to-mask seal. The following conditions often prevent a good seal:
 1. Beard.
 2. Long mustache or side burns.
 3. Absence of one or more dentures.
 4. Temple pieces on glasses.
 5. Chewing tobacco.

*Respirators should not be worn when conditions prevent a good face seal.

D. Qualitative Fit Testing

1. Have employee don respirator and make all adjustments.
2. Have employee check the facepiece fit. (Seal)



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3. When employee has indicated that he/she has a good seal:
 - a. He/She will don the canopy hood.
 - b. Next a saccharin taste threshold screening will be conducted to assure that a taste response is elicited.
 - c. Upon confirmation of the saccharin taste, the fit testing will be conducted.
 - d. The employee will be asked to turn his/her head from side-to-side, nodd up-and-down and talk.
 - e. If no saccharin taste is detected then the fit testing was successfully completed.
 - f. If a saccharin taste is detected the fit is deemed unsatisfactory and a different respirator shall be tried.

E. Maintaining the Equipment

1. Employee will turn in to Safety/Industrial Hygiene Department all masks and respirators immediately after use so that clean ones may be issued.
2. The Safety/Industrial Hygiene Department will clean and store respirators in a clean and sanitary location.
3. All respirators/masks stored outside of the Safety/Industrial Hygiene office will be stored in a plastic bag away from direct sunlight, excessive moisture, and dust.

F. Inspections/Audits

1. Respirators used often will be inspected during cleaning. Worn or deteriorated parts will be replaced. Respirators for emergency use such as a self contained breathing apparatus (SCBA), will be thoroughly inspected at least once a month and/or after each use. An inspection checklist will be kept with each Scott Air Pak (SCBA) and the inspector shall date and initial each inspection.
2. Periodic audits of inspection checklists and visual inspectoin of Scott Air Pak condition will be conducted by the Safety/Industrial Hygiene Department.

APPROVED:

V. Waylon Litton

V. Waylon Litton, Manager of Safety/Hygiene

Tom Sands

Tom Sands, Vice President & General Manager

Next Review
Sept. 1, 1990
SWP95 8-89

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