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## 1 Purpose

Most areas and activities at Silver Eagle Distributors Houston, LLC (Silver Eagle Houston) do not involve high noise that may lead to hearing damage or loss. However, to ensure that workers are not put at risk, if a job or task is found to present a potential noise hazard, Silver Eagle Houston will address the problem through the hearing conservation program outlined in this standard.

## 2 Roles and Responsibilities

### 2.1 HSE Department

When a potential high noise area is identified, the HSE Department will:

- Arrange for noise surveys to be conducted;
- Determine areas where hearing protection equipment is needed and post signage;
- Arrange for annual audio-metric testing (audiograms) for employees that receive noise exposure at or above the action level;
- Assure that affected employees are notified of noise survey and audiogram results;
- Evaluate hearing protection for the specific noise environments in which the protector will be used and provide that protection to affected employees at no cost;
- Arrange for training of affected employees;
- Provide access to this standard and OSHA's Occupational Noise Exposure Regulations (29 CFR 1910.95) to affected employees and post a copy in the workplace; and
- Maintain necessary records.

### 2.2 Employees


Employees who have been provided with hearing protection must wear the protection in posted areas.

## 3 Requirements

### 3.1 Monitoring

Where work locations may have noise levels equal to or exceeding an eight-hour time-weighted average (TWA) of 85 dBA:

- A noise survey shall be performed every two years and within 60 days of a change of processes which may have raised or lowered noise exposures relative to the 85 dB level.
- Sound levels shall be determined by using area and/or personal monitoring (dosimetry or time-motion study), whichever is most appropriate.
- Areas of exposure to noise shall be posted.
- Affected employees shall be given the opportunity to select their hearing protectors from a variety of suitable hearing protectors at no cost to the employee. Hearing protectors shall be replaced as necessary.

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### 3.2 Audio-metric Testing (Audiograms)

- 3.2.1 Baseline audiograms shall be conducted for all employees whose exposures equal or exceed an 8-hour TWA of 85 decibels. This testing must be preceded by at least 14 hours without exposure to workplace noise.
- 3.2.2 Testing will be conducted within 6 months of the employees' first exposure to noise above the action level.
- 3.2.3 Audio-metric testing shall be conducted annually for all employees exposed to a TWA at or above 85 dB. Test frequencies must include 800, 1,000, 2,000, 3,000, 4,000 and 6,000 Hz.
- 3.2.4 Employees shall be informed of the results of their audiograms and referred for further evaluation if it is indicated by those results. The employee will be informed in writing within 21 days of determination of the existence of a standard threshold shift. If a threshold shift has occurred, use of hearing protection shall be re-evaluated and/or refitted and, if necessary, a medical evaluation may be required.
- 3.2.5 Audio-metric testing shall be conducted by an audiologist, otolaryngologist or a qualified physician.

### 3.3 Recordkeeping

The HSE Department will observe the following recordkeeping requirements:

- The results of noise surveys and monitoring will be kept on file for at least two years.
- Records of employee participation in training and retraining sessions will be maintained in the same manner as other HSE training records.
- Audiogram records shall be retained for the duration of the employee's employment and five years after termination. This record must include:
  - Name and job classification of employee,
  - Date of audiogram,
  - Examiner's name,
  - Date of last acoustic or exhaustive calibration of the audiometer, and
  - Employee's most recent noise exposure assessment.

## 4 Training

All employees exposed to a time-weighted average (TWA) of 85 dB or more shall be given initial training and annual retraining. The training program shall be updated yearly consistent with changes in protective equipment and work processes.

Employees shall be informed of the following:

- The effects of noise on hearing acuity;
- The purpose of hearing protectors, the advantages, disadvantages and attenuation of various types and instructions on selection, fitting, use and care. Training shall be updated consistent to changes in PPE and work processes;



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- The purpose of audiograms and an explanation of the test procedures; and
- Silver Eagle Houston’s standard and enforcement requirements.

Records of employee participation in training and retraining sessions will be maintained in the same manner as other HSE training records.

**5 References**

OSHA 29 CFR 1910.95

**6 Document Revision Register**

<b>Revision #</b>	<b>Section #</b>	<b>Date</b>	<b>Revision Description</b>
0		01/01/2020	Initial Issue