

SAFETY MEETING TOPIC

This form shall be completed and kept on file

Job Name _____ Location _____ Job No. _____
Meeting Leader _____ Title _____
Date Held _____ Place _____ Time _____
Subject of Meeting _____ LEAD CHECKLIST

- No employee is exposed to lead concentrations greater than 50 ug/m³ averaged over an 8-hour period.
- For exposures longer than 8 hours the level is reduced by the following formula:
Allowable employee exposure (in ug/m³) = 400/hours worked in the day.
- An initial determination of lead exposure was made and records have been maintained of monitoring, records of monitoring conducted in the last 12 months or objective data from outside sources used to determine exposure.
- Determination of exposure level has been made without regard to the use of respirators.
- Personal monitoring samples are representative of regular daily exposure for a full shift including at least one sample for each job classification in each work area either for each shift or the shift with the highest exposure level.
- All employees are protected during exposure at or above the action level (30 ug/m³), monitoring was conducted.
- A record has been maintained of results which indicate exposure and the date of determination, location within the work site, and the name and social security number of each employee monitored.
- Additional monitoring is conducted when conditions, equipment, processes, etc., change or according to the following:

Exposure level greater than or equal to action level and less than the PEL – Monitor every six months.

Exposure level greater than or equal to the PEL – Monitor quarterly.

- All tests are continued on this schedule until two tests at least 7 days apart show a change.
- All affected employees receive written notification of results and corrective actions taken within 5 working days after completion of the exposure assessment.
- Engineering, administrative and PPE controls have been instituted to reduce lead exposure.

- A written program of compliance has been prepared.
- A respiratory protection program has been prepared.
- Protective work clothing and equipment are provided at no cost to the employee.
- Employees are required to follow good work practices and to wear personal protective clothing and equipment.
- Clean and dry protective clothing is provided weekly (Daily for employees exposed to lead over 200 ug/m³).
- All protective clothing is removed (only in change areas provided) at the completion of a work shift.
- All contaminated protective clothing which is to be cleaned, laundered, or disposed of, is placed in a closed container in the change area which prevents dispersion of lead outside the container.
- Anyone who cleans or launders protective clothing or equipment has been informed in writing of the potentially harmful effects of exposure to lead.
- Containers of contaminated protective clothing and equipment are labeled as follows:
Caution: Clothing contaminated with lead. Do not remove dust by blowing or shaking. Dispose of lead contaminated wash water in accordance with applicable local, state, or federal regulations.
- Blowing, shaking, or any other means which disperses lead into the air is prohibited.
- All surfaces are maintained as free as practicable of accumulations of lead.
- Cleanup wherever possible, is performed by HEPA vacuuming or other methods that minimize lead becoming airborne.
- Vacuums are equipped with HEPA filters, used and emptied in a way that minimizes reentry of lead into the workplace.
- Change areas are provided with separate storage facilities for clean clothing to avoid cross contamination.
- Employees may not leave the workplace wearing work or protective clothing or equipment.
- Shower facilities are provided, where possible.
- Separate eating facilities are provided free of lead exposure and eating, drinking, smoking or applying cosmetics in the work area is prohibited.
- Employees wash hands and remove surface dust from clothing by vacuuming, downdraft booth, or other cleaning methods that limit dispersion of lead dust before eating.

- Initial medical surveillance has been performed on employees who have at any time (1 day) been exposed to lead at or above the action level.
- A medical surveillance program has been instituted for employees who are or may be exposed at or above the action level for more than 30 days in any consecutive 12 months.
- All exams are free, provided at a reasonable place and time and performed or supervised by a licensed physician.
- Employees may select a second physician. Disagreements are settled by a third physician selected by the first two.
- Employees have been informed about the hazards of chelation and their rights regarding treatment.
- Employees whose BLL is above 50 ug/m³ are removed from exposure and receive full benefits for up to 18 months.
- Employees who are removed due to exposure by a physician also receive full benefits.
- Employees have been trained.
- All information and training materials are readily available to all affected employees.
- Warning signs are posted in each work area where an employee's exposure to lead is above the PEL.
- Signs are illuminated and cleaned as necessary so that they are readily visible.
- Records have been kept of all data related to: Exposure Assessment, Medical Surveillance and Medical Removals.
- All employee records are available to that individual.
- Affected employees or their designated representatives have had an opportunity to observe monitoring and have received an explanation of procedures and a copy of the results.
- Observers and monitors comply with all safety and health regulations.