



TEXAS TECH UNIVERSITY™

Operating Policy and Procedure

OP 60.09: Hearing Conservation Program

DATE: December 10, 2021

PURPOSE: The purpose of the Hearing Conservation Program (HCP) is twofold: to identify university employees who are occupationally exposed to hazardous noise; and to perform medical surveillance to ensure that occupationally induced hearing loss is not occurring and that in-place controls are effective. To achieve these ends, the HCP will be administered by Environmental Health & Safety (EH&S) in accordance with the written HCP on file in EH&S. Copies of the written HCP will be provided by EH&S to departments as personnel are identified for entry into the HCP.

REVIEW: This OP will be reviewed in December of every fourth year by the Vice President for EH&S with substantive revisions forwarded through the Associate Vice President for Research to the Vice President for Research & Innovation. This OP will be reviewed again in 2025.

POLICY/PROCEDURE

1. References

- [29 Code of Federal Regulations, 1910.95, Occupational Noise Exposure, 1989](#)
- OSHA *Technical Manual*, 1990
- *Fundamentals of Industrial Hygiene*, 5th Edition, 2001

2. Responsibilities

- a. Deans, department heads, directors, and administrators will:
 - (1) Ensure that all provisions of the hearing conservation program, as they pertain to their area, are followed;
 - (2) Provide funds to purchase hearing protectors and to accomplish medical surveillance of employees identified as at-risk from occupational noise exposure; and
 - (3) Retain medical surveillance records related to occupational noise exposure for the term of employment plus 30 years.
- b. Supervisors will:
 - (1) Ensure that employees use hearing protection as appropriate;

- (2) Ensure that employees are scheduled for baseline, annual, and special audiometric testing as required;
 - (3) Report possible hazardous noise sources to EH&S for evaluation; and
 - (4) Ensure that employees newly hired into positions identified as requiring entry into the HCP receive a baseline audiogram prior to starting duties.
- c. Employees will:
- (1) Wear recommended hearing protection whenever working in an environment where hazardous noise is present; and
 - (2) Comply with all provisions of the HCP and hazardous noise training.
- d. Environmental Health & Safety will:
- (1) Identify hazardous noise producing equipment and hazardous noise areas and recommend appropriate posting;
 - (2) Recommend engineering controls and administrative practices to reduce or eliminate exposure to hazardous noise;
 - (3) Recommend appropriate hearing protection based on the sound pressure levels and frequencies determined;
 - (4) Train employees in the proper selection and use of hearing protection;
 - (5) Perform noise dosimetry to quantify hazardous noise exposure dose and identify employees for entry into the hearing conservation program;
 - (6) Periodically re-survey and perform noise dosimetry to check for changes in noise exposure levels and durations;
 - (7) Review medical surveillance data to identify problem areas to be addressed; and
 - (8) Perform recordkeeping for all documents related to noise surveys or noise dosimetry.