

# INDUSTRIAL HYGIENE PROGRAM

## Program Element

### [R2-10-207\(10\)](#)

Each agency shall develop and implement “An industrial hygiene program that encompasses an existing or potential health hazard within an agency, or that agency personnel may be exposed to during the course of work.”

“The program shall include a documented survey of agency facilities and work practices to identify areas of concern such as noise, air contamination, ergonomic factors, lighting and confined spaces. The program shall include procedures to notify employees of health hazards, medical monitoring when applicable and personal protective equipment requirements including training, fit testing and care.”

Industrial Hygiene (IH) is defined by the American Industrial Hygiene Association (AIHA) as “a science and art devoted to the anticipation, recognition, evaluation, and control of environmental factors or stresses, arising in or from the workplace, which may cause sickness, impaired health and well-being, or significant discomfort and inefficiency among workers, or among citizens of the community.”

<b>Definition:</b>	A written Industrial Hygiene Program, designed to protect employees from illness and injury, consists of procedures for the anticipation, recognition, evaluation, and control of the chemical, physical, and/or biological exposures when they exist in the workplace.
<b>Why do I need this program?</b>	The establishment of an Industrial Hygiene Program will protect employee health through recognition, evaluation, control, employee training, monitoring, recordkeeping, and annual program evaluation.
<b>How do I know if this program applies to my agency and my specific job hazards?</b>	Determining which Industrial Hygiene Program elements apply will involve a comprehensive assessment of your agency operations.  If the assessment identifies a potential in any of the below-mentioned areas then programs must be implemented to protect the workers from the potential hazards.

<p><b>What are the minimum required elements and/or best practices for an Industrial Hygiene Program?</b></p>	<p>The following IH Program elements are required by OSHA and must be established whenever the specific exposure is present:</p> <ul style="list-style-type: none"> <li>a. Hazard Communication;</li> <li>b. Laboratory Safety (Chemical Hygiene Plan);</li> <li>c. Hearing Conservation;</li> <li>d. Confined Space Entry;</li> <li>e. Handling and Disposing of Hazardous Waste;</li> <li>h. Asbestos Management;</li> <li>j. Chemical Exposure Assessment;</li> <li>k. Personal Protective Equipment;</li> <li>l. Respiratory Protection;</li> <li>m. Bloodborne Pathogens Protection</li> </ul> <p>The following IH Program elements are best management practices:</p> <ul style="list-style-type: none"> <li>f. Back Protection;</li> <li>g. Ergonomics;</li> <li>i. Building Air Quality;</li> <li>n. Tuberculosis Protection</li> </ul> <p>For more information on each of these program elements, see <a href="#">Loss Prevention Manuals</a> R2-10-207(10)(a) through R2-10-207(10)(n).</p>
<p><b>Are there any mandatory training requirements or best practices that must be developed by the agency?</b></p>	<p>Individual Industrial Hygiene Program elements have specific training requirements found in the OSHA General Industry Standards. Regulatory requirements are <u>not</u> limited to OSHA, other applicable regulators may include EPA and DOT.</p> <p>Refer to the mandatory training requirements listed in each of the above program elements.</p>
<p><b>Are there specific requirements for documenting the program, training, etc...?</b></p>	<p><b>Yes.</b> All of the required IH Program elements require documentation. If an agency determines, after evaluating the work area, that a particular program element is not applicable to the agency, the agency must document how the determination of non-applicability was made and why the element is not applicable.</p> <ul style="list-style-type: none"> <li>• <a href="#">OSHA CFR 1910.1020(d)(1)</a>: All employee exposure records must be maintained for 30 years following an employee's term of employment and must be kept separate from the employee personnel file.</li> </ul>

**Are there any resources available that can assist in the development of an Industrial Hygiene Program?**

**Yes.** State Risk Management has Loss Prevention Consultants available to assist managers and supervisors in identifying potential hazards and guide agencies on the establishment of program elements.

For assistance contact State Risk Management, Loss Prevention at [rmdlossprevention@azdoa.gov](mailto:rmdlossprevention@azdoa.gov).

**Additional Resources**

- [www.OSHA.gov](http://www.OSHA.gov)
  - [OSHA 3143 - Informational Booklet on Industrial Hygiene | Occupational Safety and Health Administration](#)
  - [Training Requirements in OSHA Standards](#)
  - [Occupational Chemical Database | Occupational Safety and Health Administration](#)
- [Pocket Guide to Chemical Hazards | NIOSH | CDC](#)