

Marathon Petroleum Company LP			
Hearing Conservation Program	Document No.: RSW-SAF-013-DT	Approval Date: 09-19-16	Page 1 of 5
	Revision No.: 2	Next Revision Date: 09-19-21	
	Document Custodian: Environmental, Safety and Security		

1.0 PURPOSE

- 1.1 This program provides guidelines to evaluate and control employee exposure to workplace noise and complies with the Michigan Occupational Safety and Health Administration's [\(MIOSHA's\) Part 380 Occupational Noise Exposure Standard](#).

2.0 SCOPE

- 2.1 This program applies to all Michigan Refining Division (MRD) employees who are working in a job classification that has an 8-hour time weighted average (TWA) exposure greater than or equal to 85 decibels on an A scale (dBA) (82 dBA for a 12-hour work shift).

3.0 PROCEDURE

3.1 Plan Administration

- 3.1.1 The Safety Supervisor, or designee, is the administrator of this plan and is responsible for its implementation.

3.2 Noise Monitoring

- 3.2.1 Perform the [Marathon Industrial Hygiene Exposure Assessment Methodology \(EXAM\)](#) process on job assignments to determine where there is reasonably foreseeable employee exposure to occupational noise.
- 3.2.2 Initial baseline noise monitoring is conducted to identify those job classifications that would need to be covered by this plan. Covered employees are included in the Covered Job Category located on the Occupational Environmental Hygiene (OEH) TeamView.
- 3.2.3 Conduct repeat monitoring as required by the MPC EXAM process, surveillance sampling strategy, for all jobs/employees covered by the Hearing Conservation Program and whenever major changes in operations could result in additional employees exposed above the OSHA Action Level (AL) or if hearing protector attenuation is inadequate.
- 3.2.4 Conduct area noise level surveys in accordance with EXAM and if there are major changes in operations.
- 3.2.5 Refer to the Industrial Hygiene Measurement Procedures Manual for monitoring techniques.
- 3.2.6 Provide results to employees whose noise exposure is measured.
 - 3.2.6.1 When results exceed or equal the AL, provide notification in writing and require the employee's written confirmation of receipt.
 - 3.2.6.2 When results are less than the AL, post results on bulletin boards or provide an individualized notification.

3.3 Covered Employees

- 3.3.1 Update the list of covered employees as personnel changes occur and review on an annual basis.

Note: A listing of the job titles covered by this plan is provided in the Covered Job Category List located on the OEH TeamView and can be accessed by the MRD Industrial Hygienist.

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3.4 Audiometric Testing

- 3.4.1 MRD Medical Department Personnel conducts all audiometric testing pursuant to this plan in compliance with the requirements of the OSHA Occupational Noise Exposure Standard and [HLT-2025 \(Employee Health Monitoring Examination Protocols Standard\)](#).
- 3.4.2 Complete baseline audiograms on all covered employees within six months of their inclusion in the plan, preceded with 14 hours without exposure to workplace noise.
- 3.4.3 Complete periodic audiograms on all covered employees annually, following their baseline audiogram.
- 3.4.4 Compare the periodic audiogram against the baseline audiogram to determine whether it is valid and whether a standard threshold shift (STS) has occurred.
 - 3.4.4.1 The periodic audiogram may be substituted for the baseline audiogram when:
 - The physician determines the STS is persistent, or
 - The current audiogram indicates significant improvement over the baseline.
- 3.4.5 Corporate Health Services notifies employees directly on the details of their audiometric testing and any follow up necessary within 21 days of determination of an STS.

3.5 Ear Plug Fit Testing

- 3.5.1 The MRD Medical Department conducts quantitative hearing protection fit testing for each covered employee or employee who experiences an STS that is required to wear intra aural hearing protection (i.e. ear plugs).
 - 3.5.1.1 This must be conducted within 6-months of exposure to noise above the MPC OEL.
 - 3.5.1.2 This must be done with the same make, model and style of hearing protector, that will be worn in areas where occupational noise is known or anticipated to be 85 dBA or greater. Multiple ear plug fit tests may be conducted to determine the best fit.
 - 3.5.1.3 To be successfully fitted, each covered employee must attain a Personal Attenuation Rating (PAR) of 20 dB or greater.
 - 3.5.1.3.1 For covered employees that cannot or have yet to achieve a PAR of 20 dB with the current selection of ear plugs will need to wear ear muffs or dual hearing protection to ensure their noise exposure is less than 85 dBA.
 - Use the following formula to estimate the attenuation:
 - Estimated exposure = TWA (dBA) – [(NRR-7)/2].
 - 3.5.1.4 Ear plug fit testing is required every 3 years on employees in the hearing conservation program. If an employee has had a STS, the fit testing must be repeated before the 3 year interval.
 - 3.5.1.5 Ear Fit Validation System is calibrated every 2 years.

3.6 Hearing Protectors

- 3.6.1 Provide hearing protectors at no cost to all employees that meet the requirements set forth below.
- 3.6.2 All employees are required to wear hearing protectors in work areas where noise levels are **85 decibels or above**.
- 3.6.3 To the extent feasible, warning signs have been posted at entrances to or on the periphery of well- defined work areas where noise levels regularly exceed 85 decibels. In addition to signs, these areas are also outlined by yellow stripes painted on the pavement. All employees must wear hearing protection when in those areas.
- 3.6.4 When noise levels exceed the level at which the PAR of 20 dB is inadequate (i.e. 105 dBA), double hearing protection will be required for all work conducted in the immediate area. Warning signs stating this requirement will be posted in these situations.
- 3.6.5 The suitability of the hearing protectors which are furnished for use by employees, including the adequacy of the attenuation provided has been reviewed.

Note: Information on the specific types of hearing protectors approved for use pursuant to this plan is provided on the MRD Safety PPE Website under the Hearing Protection link.

3.7 Training and Information

- 3.7.1 All employees, including covered employees, receive hearing conservation training in the Initial Employee Safety Training. Covered employees receive training via the Marathon Computer-Based Training (CBT) annually thereafter.
- 3.7.2 The training program includes, but is not limited to, the following:
 - 3.7.2.1 The effects of noise on hearing.
 - 3.7.2.2 The purpose of hearing protectors, advantages, disadvantages, and attenuation of various types and instruction on selection, fitting, use, and care.
 - 3.7.2.3 An explanation of the purpose of audiometric testing and how the tests are conducted.
- 3.7.3 The complete details on annual employee hearing conservation training are located in the Hearing Conservation Safety Training Lesson Plan via the Marathon CBT.
- 3.7.4 A copy of MIOSHA Part 380 Occupational Noise Exposure Standard is available on the [MRD Safety Webpage](#).

3.8 Record Keeping

- 3.8.1 The following files are maintained in connection with the administration of this plan:
 - 3.8.1.1 Noise Surveys and Monitoring Results.
 - 3.8.1.2 Covered Job Category.
 - 3.8.1.3 Audiometric Test Results Summaries.
 - 3.8.1.4 Employee Training Records.
- Note:** Area Noise surveys for MRD are located on the [MRD Safety Webpage](#).
- 3.8.2 These files will be maintained for the life of this Employee Health Monitoring Plan for Noise.
- 3.8.3 When the plan is discontinued, legal counsel recommends procedures for the proper retention of required records.

- 3.8.4 Procedures have been established whereby Corporate Health Services assure compliance with record retention requirements of the MIOSHA Part 470 Employee Medical Records and Trade Secrets, and the MIOSHA Part 380 Occupational Noise Exposure Standard.
- 3.8.5 Work-related shifts in hearing threshold of 25dB (average) or more at 2000, 3000, and 4000 hertz are recorded on the OSHA Log as an occupational illness.

4.0 DEFINITIONS

- 4.1 **Covered Employee** – An employee that is included in a written hearing conservation plan because noise exposure monitoring confirms the results above the Occupational Exposure Limit (OEL) or Regulatory Action Level.
- 4.2 **MPC Occupational Exposure Limit (OEL)** – Marathon Petroleum Company, LP (MPC) has established an 8-hour TWA OEL of 85 dBA for occupational noise with a 3 dBA Exchange Rate. Organizations must use the MPC limit as the minimum to determine areas or jobs that require control measures.
- 4.3 **Noise Reduction Rating (NRR)** - The laboratory-based noise attenuation provided by the hearing protection device. This is referred to as the Noise Reduction Rating (NRR) and is listed on the hearing protection device packaging.
- 4.4 **Permissible Exposure Limit (PEL-TWA)** – An 8-hour TWA sound level of 90 dBA or a 12-hour TWA of 87 dBA established by OSHA.
- 4.5 **Personal Attenuation Rating (PAR)** - a measure of the effectiveness of a hearing protector.
- 4.6 **Regulatory Action Level (AL)** – an 8-hour, time-weighted average (TWA) sound level of 85 dBA (slow response) or, equivalently, a dose of 50 percent of OSHA's Permissible Exposure Limit (PEL).
- 4.7 **Standard Threshold Shift (STS)** – A change in hearing threshold, relative to the baseline audiogram for that employee, of an average of 10 decibels (dB) or more at 2000, 3000, and 4000 hertz (Hz) in one or both ears.

5.0 REFERENCES

- 5.1 [MIOSHA Part 380 Occupational Noise Exposure Standard](#)
- 5.2 [Marathon Hearing Conservation Program – HLT-2034](#)
- 5.3 [Marathon Industrial Hygiene Exposure Assessment Methodology \(EXAM\)](#)
- 5.4 [Employee Health Monitoring Examination Protocols Standard - HLT-2025](#)
- 5.2 [OEH TeamView](#)
- 5.4 [MIOSHA Part 470 Employee Medical Records and Trade Secrets](#)

6.0 REVISION HISTORY

Revision number	Description of change	Written by	Approved by	Effective date
0	Original Procedure	J. Taggart	S. Windom	09/25/13
1	Updated header per RGD-1051-DT	F. Ebbert	J. Rabideau	12/12/15
2	Updated to refer to EXAM process, removed specific language on audiometric testing follow up and referenced corporate reference, added new corporate requirement around PAR pass requirement and double protection requirements. Updated Appendix A.	A. Styes	J. Rabideau	09/19/16