

Respirator training program checklist

	Complete	Incomplete
1. Identified employees who need to be included in the training program	_____	_____
2. Training program ensures employees are trained before requiring them to use a respirator in the workplace	_____	_____
3. Employees who wear respirators voluntarily are informed of the basic advisory information on respirators	_____	_____
4. Informed employees of our written program and training requirements	_____	_____
5. Informed employees as to why respirators are necessary	_____	_____
6. Explained the respirator selection procedure and types of respirator(s) required for use in regulated areas	_____	_____
7. Explained the limitations and capabilities of each type of respirator used by employees	_____	_____
8. Explained how improper fit, usage or maintenance can compromise the protective effect of the respirator	_____	_____
9. Reviewed the methods for inspection, putting on and removing, using and checking the seals of the respirator	_____	_____
10. Explained respirator cartridge labeling and identification	_____	_____
11. Explained the procedures for maintenance and storage of respirators	_____	_____
12. Explained the procedures used to ensure employees using atmosphere-supplying respirators are provided with breathing gases of high purity	_____	_____
13. Explained how to recognize medical signs and symptoms that may limit or prevent the effective use of respirators	_____	_____
14. Explained the purpose and content of the medical evaluation procedures	_____	_____
15. Explained the purpose and scope of respirator fit testing procedures	_____	_____
16. Explained the purpose, scope and procedures for the evaluation of the respirator protection program	_____	_____
17. Explained the procedures for the proper use of respirators in emergency situations	_____	_____
18. Informed employees of their rights of access to records and locations of records	_____	_____
19. Developed a way to evaluate the effectiveness of the training program and to track those who have received training	_____	_____