Hearing Conservation Inspection Checklist

Per OSHA 29 CFR 1910.95 and NIOSH Best Practices

Date: _____

Inspector: _____

Facility / Area: _____

Department: _____

Noise Exposure Level (TWA): _____

Inspection Type: Monthly / Quarterly / Annual

Part 1: Noise Monitoring & Engineering Controls

Inspection Item	What to Check	OK	Fail	N/A
Noise monitoring	Area/personal monitoring current (within 2 years or after process change). TWA documented. Action level (85 dBA) areas identified.			
Noise map / signage	Noise hazard map current. High-noise areas posted with signage. HPD requirement signs at entry points.			
Engineering controls	Enclosures, barriers, damping treatments intact. Equipment mounting isolators in good condition. No new noise sources.			
Equipment maintenance	Bearings, belts, gears lubricated per schedule. Worn parts replaced. Mufflers/silencers intact. Vibration levels normal.			
Administrative controls	Worker rotation schedules followed. Quiet break areas available. Job duration limits enforced in high-noise areas.			

Part 2: Hearing Protection Devices

Inspection Item	What to Check	OK	Fail	N/A
HPD availability	Variety of HPDs available (plugs, muffs, banded). Dispensers stocked in high-noise areas. Multiple sizes available.			
HPD condition	Earmuff cushions not hardened/cracked. Headband tension adequate. Foam plugs not reused. Custom molds intact.			
NRR adequacy	HPD NRR sufficient for exposure level. De-rated NRR still provides adequate protection. Dual protection where TWA > 100 dBA.			
Proper fit/use	Workers observed wearing HPDs correctly. Plugs fully inserted. Muffs sealed around ears. No gaps from glasses/hair.			
HPD storage	Clean storage cases/bags provided. Reusable HPDs cleaned regularly. Replacement schedule followed. No contamination.			

Part 3: Training, Audiometry & Records

Inspection Item	What to Check	OK	Fail	N/A
Annual training	Training completed for all workers in HCP. Topics: noise effects, HPD use/care, audiometric testing purpose. Attendance documented.			
Baseline audiograms	Baseline within 6 months of first exposure (1 year with HPD). 14-hour quiet period observed. Results on file.			
Annual audiograms	Completed within 12 months of prior test. Audiometer calibrated. Testing by qualified technician.			
Standard threshold shift	STS cases identified and reviewed. Workers notified within 21 days. HPD refitted or upgraded. Follow-up audiogram scheduled.			
Recordkeeping	Audiometric records retained for duration of employment. Noise exposure records retained 2 years. Training records current.			

OSHA requires a hearing conservation program when workers are exposed to noise at or above 85 dBA TWA (8-hour). NIOSH recommends action at 85 dBA using a 3 dB exchange rate. Noise-induced hearing loss is permanent and irreversible. Standard Threshold Shifts must be evaluated and recorded on OSHA 300 log if work-related.

Deficiencies Found

Item #	Deficiency Description	Priority	Corrective Action

Inspector: _____ Date: _____ Signature: _____

Safety Manager / Industrial Hygienist: _____ Date: _____
Signature: _____