

	<b>NATIONAL INSTITUTE OF OCCUPATIONAL SAFETY AND HEALTH (NIOSH)</b>		
	<b>GARIS PANDUAN UNTUK PENULISAN LAPORAN PENAKSIR RISIKO BISING (NRA)</b>		
	<b>Document No</b>	<b>Date</b>	<b>Page</b>
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## **Appendix II**

### **A. TITLE PAGE**

- i) Type of assessment: initial / review;
- ii) Name, address and DOSH registration number of the workplace;
- iii) Name and registration number of the NRA;
- iv) Date of assessment.

### **B. CONTENT**

#### **1.0 EXECUTIVE SUMMARY (1 page)**

Briefly describe:

- i) Purpose of assessment
- ii) Location of assessment
- iii) Methodology and Instrumentation
- iv) Result
- v) Recommendation

#### **2.0 INTRODUCTION**

- i) Particular of the workplace –
  - a) Name;
  - b) Address; and
  - c) DOSH registration number.
- ii) Date of assessment;
- iii) Name and registration number of NRA;
- iv) The purpose of the assessment.

#### **3.0 OBJECTIVE**

- i) Relate to the purpose of assessment

#### **4.0 PROCESS DESCRIPTION**

- i) Briefly describe the workplace process flowchart and description

## 5.0 INSTRUMENTATION

- i) List down the noise measuring equipment used, serial number and calibration validity period.

## 6.0 METHODOLOGY

Briefly describe procedure for:

- i) Area Monitoring:
  - a) Determination of noise sources and sampling method;
  - b) Noise mapping (zoning);
  - c) Type of noise (steady, impulse, fluctuate etc.).
  
- ii) Personal Monitoring:
 

Identify of all employees in the workplace according to job classification;

  - a) Identification of SEG and justify SEG classification;
  - b) selection of employee from each SEG for assessment and justification;
  - c) Number of employees monitored and justification;
  - d) Personal monitoring procedures;
  - e) Sampling duration;
  - f) Working hours and number of shifts;
  - g) Type of exposure (steady, impulse, fluctuate etc.);
  - h) Equipment setting.

## 7.0 RESULT

Summary of monitoring data in tabulated form:

- i) Area Monitoring;

**Table 1: Result of area monitoring**

Working Area	Job Specification & Task	Number of Employees	Number of Employees Monitored	Source of Noise	Type of Noise	Noise Level

- ii) Personal Monitoring;

**Table 2: Result of personal monitoring**

SEG	Employee Name	Working Area	Sampling Duration	Dose <sub>Te</sub> %	L <sub>eqTe</sub>	L <sub>EX,8h</sub>	Max Level	Peak Level

### 8.0 DISCUSSIONS

- i) Existing control measures, if any;
- ii) Comment on noise mapping;
- iii) Comment on any result exceeding or below than excessive noise and NEL (Maximum Level, Peak and Daily Noise Exposure Level);
- iv) Contribution factors for result exceeding or below than excessive noise, and NEL (Maximum Level, Peak and Daily Noise Exposure Level).

### 9.0 RECOMMENDATIONS

**Table 3: Recommendations of control measure**

SEG	L <sub>EX,8h</sub>	Max Level	Peak Level	Noise source	Type of control measure	Existing control measure	Recommended control measure <sup>1</sup>
					Engineering		
					Administrative		
					PHP		
					Others		

**Note:** <sup>1</sup> Please state the references

- i) Recommendations shall be presented in Table 3 and specific to the SEG's area of work, for example:
  - a. Describe specific methods of engineering control based on engineering control principles of absorption, insulation, damper, silencer and vibration isolation;



- b. Noise reduction rating (NRR) required for personal hearing protectors (PHP);
  - c. daily exposure duration limit for employee job rotation.
- ii) Besides that, recommendations shall also include other provisions of the regulations to be complied, such as:
- a. employees to be placed on an audiometric testing program;
  - b. employees to be given information, instruction and training on hearing conservation program (HCP);
  - c. areas to be posted with warning signs (HEARING PROTECTION ZONES) and the requirement to wear PHP.

## 10.0 CONCLUSION

- i) Statement whether the objective is achieved or not

## 11.0 Signature, Name and Registration Number of the Noise Risk Assessor (NRA)

## 12.0 APPENDIX

- i) Process flowchart;
- ii) Layout plan for machinery and employees;
- iii) Noise mapping;
- iv) Data sheet and calculation;
- v) Computer print-out detail results of measurement;
- vi) A latest copy of instrumentation calibration certificate;