

Inspecting, Donning, and Doffing Half-Face Air-Purifying Respirators

PERFORMANCE CHECKLIST¹

Name:	Date:	Operations Performance Score: Decision-Making Score:
Signature of trainee:		
Signature of instructor:		

¹NOTE: For any trainee who does not have documented medical clearance to wear an air-purifying respirator, this performance test can be performed with the removal of the cartridges/filter elements from the respirator facepiece after step 4 below. Step 9, the negative pressure user seal check, will be performed by placing the palms of the hands over the inhalation valve inlets and inhaling slightly for a count of 10.

TASK	RATING			
	Performs Operation Correctly		Makes Correct Decisions	
	Yes	No	Yes	No
1. Examine the face piece for: <ul style="list-style-type: none"> • Excessive dirt. • Cracks, tears, holes, or distortion from improper storage. • Inflexibility (stretch and massage to restore flexibility). • Cracked or broken air-purifying element holder(s), badly worn threads, or missing gasket(s) (if required). 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Examine the head straps or head harness for: <ul style="list-style-type: none"> • Breaks. • Loss of elasticity and twists. • Broken or malfunctioning buckles and attachments. 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

TASK	RATING			
	Performs Operation Correctly		Makes Correct Decisions	
	Yes	No	Yes	No
3. Remove exhalation valve cover and examine valve for:				
• Foreign material, such as detergent, residue, dust particles, or human hair under the valve seat.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Cracks, tears, or distortion in the valve material.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Improper insertion of the valve body in the facepiece.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Cracks, breaks, or chips in the valve body, particularly in the sealing surface.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Missing or defective valve cover.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Improper installation of the valve in the valve body.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Examine air-purifying elements for:				
• Correct cartridge, canister, or filter.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Correct/incorrect installation, loose connections, missing or worn gaskets, or cross-threading in holder.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Expired shelf-life date on cartridge or canister.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Cracks or dents in outside case of filter, cartridge, or canister.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Evidence of prior use of sorbent cartridge or canister, indicated by absence of sealing material, tape, foil, etc., over inlet.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Attach neck strap.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Place chin in chin cup and pull crown straps or head harness across head.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Adjust straps to correct fit.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

TASK	RATING			
	Performs Operation Correctly		Makes Correct Decisions	
	Yes	No	Yes	No
8. Perform positive pressure user seal check by placing palm of hand over exhalation valve cover and exhaling slightly for a count of 10. Notice any leaks.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Perform negative pressure user seal check by placing palms of hands over filter intakes and inhaling slightly for count of 10. Notice any leaks.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Readjust straps, if necessary.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Repeat steps 8 and 9 if readjustment occurs.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. Check for good breathing.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. Loosen straps from top to bottom. Be gentle so as not to damage elasticity of straps.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14. Grasp respirator on bottom and remove upward over top of head.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15. Remove cartridges and dispose of properly.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>