

**WAC 296-62-07375 Recordkeeping.** (1) Objective data for exempted operations.

(a) Where the processing, use, or handling of products made from or containing EtO are exempted from other requirements of WAC 296-62-07355 through 296-62-07389 under WAC 296-62-07355, or where objective data have been relied on in lieu of initial monitoring under WAC 296-62-07361 (2)(b), the employer must establish and maintain an accurate record of objective data reasonably relied upon in support of the exemption.

(b) This record must include at least the following information:

(i) The product qualifying for exemption;

(ii) The source of the objective data;

(iii) The testing protocol, results of testing, and/or analysis of the material for the release of EtO;

(iv) A description of the operation exempted and how the data support the exemption; and

(v) Other data relevant to the operations, materials, processing, or employee exposures covered by the exemption.

(c) The employer must maintain this record for the duration of the employer's reliance upon such objective data.

(2) Exposure measurements.

(a) The employer must keep an accurate record of all measurements taken to monitor employee exposure to EtO as prescribed in WAC 296-62-07361.

(b) This record must include at least the following information:

(i) The date of measurement;

(ii) The operation involving exposure to EtO which is being monitored;

(iii) Sampling and analytical methods used and evidence of their accuracy;

(iv) Number, duration, and results of samples taken;

(v) Type of protective devices worn, if any; and

(vi) Name, Social Security number and exposure of the employees whose exposures are represented.

(c) The employer must maintain this record for at least thirty years, in accordance with chapter 296-802 WAC.

(3) Medical surveillance.

(a) The employer must establish and maintain an accurate record for each employee subject to medical surveillance by WAC 296-62-07371 (1)(a), in accordance with chapter 296-802 WAC.

(b) The record must include at least the following information:

(i) The name and Social Security number of the employee;

(ii) Physicians' written opinions;

(iii) Any employee medical complaints related to exposure to EtO; and

(iv) A copy of the information provided to the physician as required by WAC 296-62-07371(3).

(c) The employer must ensure that this record is maintained for the duration of employment plus thirty years, in accordance with chapter 296-802 WAC.

(4) Availability.

(a) The employer, upon written request, must make all records required to be maintained by WAC 296-62-07355 through 296-62-07389 available to the director for examination and copying.

(b) The employer, upon request, must make any exemption and exposure records required by WAC 296-62-07377 (1) and (2) available for examination and copying to affected employees, former employees, des-

ignated representatives and the director, in accordance with chapter 296-802 WAC.

(c) The employer, upon request, must make employee medical records required by subsection (3) of this section available for examination and copying to the subject employee, anyone having the specific written consent of the subject employee, and the director, in accordance with chapter 296-802 WAC.

(5) Transfer of records.

(a) The employer must comply with the requirements concerning transfer of records set forth in chapter 296-802 WAC.

(b) Whenever the employer ceases to do business and there is no successor employer to receive and retain the records for the prescribed period, the employer must notify the director at least ninety days prior to disposal and transmit them to the director.

[Statutory Authority: RCW 49.17.010, 49.17.040, 49.17.050, and 49.17.060. WSR 19-01-094, § 296-62-07375, filed 12/18/18, effective 1/18/19; WSR 04-10-026, § 296-62-07375, filed 4/27/04, effective 8/1/04. Statutory Authority: Chapter 49.17 RCW. WSR 87-24-051 (Order 87-24), § 296-62-07375, filed 11/30/87.]