

## Operation-Procedure for the Measurement of Sound Level

### Tool: VOLTcraft 320 (Digital Sound Level Meter 320)

➔ No new devices with a sound level above 45 dB(A) should be bought.

#### PREPARE THE TOOL FOR SOUND MEASUREMENT:

- Push button to switch on
- push "A/C" till "dB(A)" is displayed
- push "FAST SLOW" until "SLOW" is displayed
- using the up/down arrows select "Lo" levels ("30-80" displayed)

#### EXECUTE THE MEASURE:

Stand with the tool at 1m from the source of noise press "MAX/MIN" until the "MAX" option is displayed.

Always point the microphone head exactly to the sound source.

Make sure that no objects are placed between microphone head and sound source.

Wait a minute and read periodically the value. If during the measure, other noise sources (voices, etc) have interfered with the measurement, repeat from beginning.

#### ACTIONS:

A) If there is a single device in the room:

- A1. and it is above 55dB(A), it has to be repaired or replaced.
- A.2. and is between 45 dB(A) and 55 dB(A), the user can accept or reject it. If rejected, the superior of the person at the workplace has to apply for a repair or replacement.

B) if there is more than one device in the room an average measurement is necessary.

- B1. Is the sound level higher than 55 dB(A) the noisiest sources have to be repaired or replaced until the sound level is less than 55 dB(A).
- B2. Is the sound level between 45 dB(A) and 55 dB(A), the user can accept or reject it. If rejected, the superior of the person at the workplace has to apply for a repair or replacement.

Long Term measurements in offices can also be done

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