

Safety & Health Program Chapter

PPE

(Exclusive of Respiratory Program, Hearing Conservation)

prepared by

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Chapter 13

Personal Protective Equipment

Introduction

YOUR COMPANY NAME HERE will provide suitable equipment to protect employees from hazards in the workplace. The Responsible Safety Officer, **YOUR NAME HERE** will advise on what protective equipment is required for the task, but the supervisor of the operation must obtain this equipment and see that it is used.

Personal protective equipment shall be provided, used, and maintained in a sanitary and reliable condition wherever it is necessary by reason of hazard due to processes or environment. Activities involving specialized operations may present hazards that are difficult or impossible to completely eliminate, or adequately safeguard against, by using engineering controls. When a hazard still exists after all practical engineering control measures have been taken, personnel must be provided with adequate protection through the use of personal protective equipment. The type of personal protective equipment required for any hazardous operation depends upon the nature and severity of the hazards involved. The Supervisor shall conduct a Hazard Assessment so that proper PPE can be selected.

The Hazard Assessment shall be documented in writing and shall include, at a minimum, identification of the area(s) assessed, the date of the assessment, the name of the person(s) conducting the assessment, identification of the hazards present (*or likely to be present*), and identification of the specific PPE required to be used to mitigate the hazard(s). The Hazard Assessment shall be maintained on file. Additional assessments shall be conducted whenever new hazards become present, or become likely to be present. Ultimately, it is the responsibility of the supervisor to ensure a safe work environment, and provide proper personal safety protection, for their employees.

Based on the results of the supervisor's hazard assessment, the supervisor shall select the type of PPE to be utilized. The rationale for the PPE selection shall be communicated to the employees by the supervisor and the supervisor shall ensure that the selected PPE is furnished to the employee and is properly used by the employees. **YOUR COMPANY NAME HERE** will be responsible for the adequacy, maintenance, and sanitation of any PPE provided or owned by employees for any reason. Regardless of origin, no PPE considered for use shall be defective or damaged.

The supervisor will ensure that all employees are properly trained in the following:

- When PPE is necessary
- What PPE is necessary

YOUR COMPANY NAME HERE Safety & Health Program

How to properly don, doff, adjust and wear PPE
The limitations of the PPE, and
The proper care, maintenance, useful life and disposal of the PPE

The supervisor shall certify in writing that each employee has been properly trained in the above and that each employee has demonstrated an understanding of the training discussed above and the ability to use the selected PPE, before being allowed to perform work requiring the use of PPE. Employees shall be provided retraining as the supervisor deems necessary to ensure compliance with 29 CFR 1910.132.

When the supervisor has reason to believe that any affected employee who has already been trained does not have the understanding and skill required to properly use PPE, the supervisor shall provide additional training to each such employee. Other circumstances where retraining is necessary include, but are not limited to, situations where the workplace render previous training obsolete; or changes in the types of PPE to be used, render previous training obsolete.

PPE equipment will not be used as a substitute for the elimination of hazardous conditions, but as a supplemental safety measure that is required when engineering controls cannot successfully eliminate or satisfactorily control the hazard. Supervisory personnel shall ensure that the PPE is being used correctly. Equipment must be maintained in reliable condition at all times. The RSO, **YOUR NAME HERE**, or designated person will be responsible for ensuring that all contractor personnel, including subcontractors, comply with PPE requirements. PPE worn in areas where chemicals or asbestos contaminants have been encountered shall not be taken to the wearer's residence for cleaning, care or maintenance without first being decontaminated.

Protection Issued

Protective clothing is not a substitute for adequate engineering controls. Protective clothing will be issued to employees who work with hazardous material for the purpose of protecting their health and safety.

The Responsible Safety Officer is available for consultation as needed.

Protective Shoes

YOUR COMPANY NAME HERE requires the wearing of safety shoes. For certain types of work the wearing of safety shoes with steel toes, or even metatarsal guards may be required. This will typically be decided on job conditions by the RSO. Other types of shoes may be required such as when employees are exposed to foot injuries from hot, corrosive, or poisonous substances; in shops, in equipment handling, or in jobs where there is a danger of falling objects; or in abnormally wet locations.

Protective Gloves

YOUR COMPANY NAME HERE provides proper hand protection to employees exposed to known hand

YOUR COMPANY NAME HERE Safety & Health Program

hazards. The supervisor must obtain the suitable hand protection and ensure that it is used. The individual should maintain a supply of special or infrequently used hand protection.

Assistance in selecting the proper hand protection may be obtained by consulting the Responsible Safety Officer.

Head Protection (Hardhats)

YOUR COMPANY NAME HERE provides appropriate head protection devices for employees to protect them from head or other injuries that could result from their working environment. Some head protection devices are available from stock. Head protection will be required whenever there is a danger of falling or flying objects, or when there is a danger of bumping your head, or even contact with live electrical parts. The supervisor must also maintain sufficient supply of head protection devices for visitors in the area.

Eye and Face Protection

YOUR COMPANY NAME HERE provides appropriate eye protection devices for employees assigned to tasks in which an eye-injury hazard exists. The supervisor of the operation is responsible for determining the need for suitable eye-protection devices and for ensuring that the employees use them.

The Responsible Safety Officer will assist the supervisor and/or employee in defining eye-hazard operations and in selecting appropriate eye protection. A supervisor is available to issue, repair, adjust, fit, or dispose-of personal safety glasses and also for consultation regarding occupational eye protection. The standard sign:

CAUTION, EYE HAZARD AREA, DO NOT ENTER WITHOUT EYE PROTECTION,

must be posted in every area where eye protection is mandatory. All employees who work in such an area must wear the eye protection issued to them. Every visitor to the area must also be provided with suitable eye protection. Face protection shall be used where required, however you must also wear eye protection whenever face protection is required.