

# LOSS CONTROL TOOL CHEST

## Personal Protective Equipment Program

**Does your company have a Personal Protective Equipment Program? If your answer is NO, then are you aware that OSHA requires a documented "Work Place Hazard Assessment" to determine the need for PPE.**

### Goals:

1. Assess hazards in the workplace to determine which hazards may require the use of PPE,
2. Be familiar with assessment and training certification, and
3. Know PPE training requirements

**Personal Protective Equipment or PPE is selected based on the specific job hazards you face. Job hazards can be:**

Noise  
Chemicals  
Accidental Impact  
Sharp Objects  
Flying Particles  
Dust & Mists  
Bright Light  
Vibration

### What you should know about PPE:

Limitations of PPE  
How to use PPE  
When to use PPE  
Replacement  
Cleaning and Storage  
Inspect before use

### What parts of the body require PPE:

Eyes  
Face  
Head  
Hands  
Feet  
Ears

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## General Policy

Engineering controls shall be the primary methods used to eliminate or minimize hazard exposure in the workplace. When such controls are not practical or applicable, personal protective equipment shall be employed to reduce or eliminate personnel exposure to hazards. Personal protective equipment (PPE) will be provided, used, and maintained according to manufacture instructions when it has been determined that its use is required and that such use will lessen the likelihood of occupational injuries and/or illnesses.

## Responsibilities

### Management

- Conduct hazard assessments to identify specific PPE for specific tasks
- Train employees in the selection, use, inspection, storage, cleaning, and limitations of specific PPE

### Supervisors

- Monitor use of PPE
- Provide replacement PPE when needed
- Identify any new hazards that would require the use of PPE

## Employees

- Properly use and care for assigned PPE
- Immediately inform supervisor if PPE is damaged or not effective

## General Rules

### Design

All personal protective clothing and equipment will be of safe design and construction for the work to be performed. Only those items of protective clothing and equipment that are at least equivalent to those complying with the standards approved by The American National Standards Institute, Bureau of Standards, or other recognized authorities shall be used.

### Hazard assessment and equipment selection

Hazard analysis procedures shall be used to assess the workplace to determine if hazards are present, or are likely to be present, which necessitate the use of personal protective equipment (PPE). If such hazards are present, or likely to be present, the following actions will be taken:

- Select, and have each affected Employee use, the proper PPE
- Communicate selection decisions to each affected Employee
- Select PPE that properly fits each affected employee.

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## **Defective and damaged equipment**

Defective or damaged personal protective equipment shall not be used.

## **Training**

All Employees who are required to use PPE shall be trained to know at least the following:

- When PPE is necessary;
- What PPE is necessary;
- How to properly don, remove, adjust, and wear PPE;
- The limitations of the PPE
- The proper care, maintenance, inspection, useful life and disposal of the PPE.
- Each affected Employee shall demonstrate an understanding of the training and the ability to use PPE properly, before being allowed to perform work requiring the use of PPE.

Certification of training for PPE is required by OSHA.