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## **Personal Protective Equipment Program**

### **Purpose:**

In order to prevent injury, Protective equipment for eyes, face, head, and extremities is required to be used when necessary. The personal protective equipment (PPE) includes protective clothing, gloves, glasses, goggles, respiratory devices, shields and barriers designed to prevent absorption, inhalation or physical contact. All PPE is provided to the employee by the employer. The employee is responsible to maintain the equipment in a reliable and sanitary condition, and to wear the equipment when it is necessary. The following guidelines will be used for Personal Protective Equipment (PPE) selection and use.

### **Personal Protective Equipment — 29 CFR 1910.132**

Protective equipment, including personal protective equipment for eyes, face, head, and extremities, protective clothing, respiratory devices and protective shields and barriers, will be provide, used and maintained in a sanitary and reliable condition wherever there is a reasonable possibility of worker exposure to hazards associated with processes or environment, biological, chemical and radiological agents, or mechanical irritants encountered in a manner capable of causing injury or impairment in the function of any part of the body through absorption, inhalation or physical contact.

Suitable personnel protective equipment and clothing is required by OSHA where there is a reasonable probability of preventing injury by preventing absorption, inhalation or physical contact. PPE must meet the following minimum requirements:

- adequately protect against the particular hazards for which they were designed;
- be reasonably comfortable when worn under designed conditions;
- fit properly without interfering with the movements or vision of the wearer;
- be durable;
- be capable of being cleaned and/or disinfected; and,
- be kept clean and in good repair.

Provide special protective equipment and clothing whenever these conditions capable of causing injury or impairment are present: when:

- hazards of process or environment;
- biological, chemical or radiological hazards;
- mechanical irritants; or,
- welding, cutting or working molten metal.

All PPE equipment and clothing are to be maintained in a sanitary and reliable condition.

Supervisors must provide a type of protector suitable for the work to be performed and employees must use the protectors. To properly evaluate the workplace, the supervisor

must perform a workplace hazard assessment and select the types of PPE which will protect the employee.

### **Eye and Face Protection — 29 CFR 1910.133**

Employees working in agricultural and laboratory research and maintenance environments, including but not limited to laboratories, greenhouses, fields and shops will wear eye protection at all times.

The supervisor will ensure employees use appropriate eye or face protection when exposed to eye or face hazards from flying particles and projectiles; biologicals, chemicals, pesticides and radiological agents; acid or caustic liquids; and hazardous dusts, gases, mists or vapors.

Eye and face protective equipment is required by OSHA where there is a reasonable probability of preventing injury. Suitable safety glasses, goggles or face shields are required where a hazard exists that could cause injury to unprotected eyes. Examples of conditions where suitable eye protection must be provided include:

- biological, chemical or radiological hazards;
- machines;
- flying objects;
- welding, cutting or working molten metal;
- operating construction equipment such as a drill, saw, lathe, grinding wheel; or,
- extreme light, glare, UV or laser exposure.

Suitable eye protection must comply with American National Standards Institute (ANSI) Z87.1-1989. Eye and face PPE must be distinctly marked to facilitate and document compliance.

### **Respiratory Protection — 29 CFR 1910.134 and 42 CFR 84**

Respirators will be provided when required to protect the health of the employee. The supervisor will provide respirators which are applicable and suitable for the purpose intended. The supervisor will be responsible for the enforcing and maintaining a respiratory protection program which will include the requirements outline in 29 CFR 1910.134(c), ***Respiratory Protection Program***.

Respiratory protection requires constant vigilance to protect workers. Employee participation in the ***Respiratory Protection Program*** is required for both cartridge masks and dust masks. Program requirements include but are not limited to:

- Performance of hazard assessments.
- Determination of airborne contaminants levels. Employee exposures to contaminants may not exceed the OSHA Permissible Exposure Levels (PEL) nor the Threshold Limit Values (TLVs) of the American Conference of Governmental Industrial Hygienists (ACGIH) [whichever limit is more stringent].
- Implementation of a written ***Respiratory Protection Program*** including training on the selection, fitting, use, maintenance, cleaning, disposal, recordkeeping and supervision.

- Whenever respirators are used in areas with atmospheres immediately harmful to life, at least one other person with backup equipment and rescue capability must be provided.
- Performance of a physical examination to ensure employee is fit to wear respiratory protection.

Selection and use criteria for respirators, cartridges and dust masks must meet the standards in 42 CFR 84, *Respiratory Protection*, published by the Public Health under National Institute for Occupational Safety & Health (NIOSH). Selection of respiratory PPE will be based upon hazard assessments and manufacturers' performance recommendations.

### **Head Protection — 29 CFR 1910.135**

The supervisor will ensure that each employee wears a protective helmet or hard hat when working in any area where falling, low objects or electrical conductors may create a hazard. Selection and use criteria for suitable helmets and hard hats must comply with ANSI Z89.1-1986 headwear standards.

### **Foot Protection — 29 CFR 1910.136**

The supervisor will ensure that each employee wears foot protection when working areas where a hazard exists that could cause injury to feet or toes due to falling or rolling objects, objects piercing the sole and exposure to electricity. Selection and use criteria for suitable foot PPE must be based upon a hazard assessment and must comply with ANSI Z41.1-1991 foot and toe protection standards.

### **Electrical Protection — 29 CFR 1910.137 and Subpart S**

The supervisor will ensure that each employee working in areas where an electrical hazard exists are provided and use PPE such as insulating blankets, matting, covers, line hose, gloves and sleeves made of rubber, and insulated tools. Selection and use criteria for electrical PPE must be based upon a hazard assessment and must comply with the guidelines found in OSHA 29 CFR 1910.137(a) (1).

### **Hand Protection — 29 CFR 1910.138**

The supervisor will ensure that each employee wears hand protection when working in areas where a hazard exists that could cause injury to hands and fingers due to skin absorption of hazardous substances, severe cuts, lacerations, abrasions, punctures or burns and temperature extremes.

Hand protection must meet the following minimum requirements:

- adequately protect against the particular hazards for which they were designed;
- be reasonably comfortable when worn under designed conditions;
- fit properly without interfering with the movements of the wearer;
- be durable;

- be capable of being cleaned and/or disinfected and/or disposed of upon completion of intended use; and,
- be kept clean and in good repair.

Selection and use criteria for suitable hand protection will be based upon a hazard assessment and must comply with the PPE manufacturers' performance recommendations.

### **Noise (*Hearing Conservation Program*) — 29 CFR 1910.95**

The supervisor will ensure that each employee working in areas where the sound level is at or exceeds 85 DBA measured on the A scale of a standard sound level meter at the slow response. When employees are subjected to sound at or exceeding 85 dBA, feasible administrative or engineering controls will be utilized. If such controls fail to reduce sound level below 85 dBA, personal protective equipment will be provided and used to reduce sound levels. The supervisor will be responsible for the enforcing and maintaining a hearing conservation program which will include the requirements outline in 29 CFR 1910.95(c), ***Hearing Conservation Program***.

Noise is a constant hazard in many daily working environments and operations. In responding to the need to protect workers, supervisors will protect their employees by:

- If conditions require a written ***Hearing Conservation Program***, it will include training for:
  - monitoring of work environments;
  - notification of employee exposure levels;
  - establishing the need for hearing protection;
  - providing workers with baseline and subsequent annual audiograms;
  - training of employees in hearing conservation and PPE selection, fitting, use, maintenance, cleaning, disposal, recordkeeping and supervision; and,
  - recordkeeping of employee exposures.
- monitoring noise levels using approved meters; and,
- not allowing exposure to go over 115 DBA in any case and impulsive or impact noise may not exceed 140 dBA peak sound pressure level.

Selection and use criteria for suitable hearing protection will be based upon a hazard assessment and must comply with the PPE manufacturers' performance recommendations.

### **Hazard Assessment and Equipment Selection:**

The Supervisor will assess the workplace to determine if hazards are present, or likely to be present, which necessitate the use of PPE. The Personal Protective Equipment On-Site Hazard Assessment form is completed for each operation that requires wearing of PPE.

### **Training:**

Each employee required to wear PPE, will receive training. The minimum training includes the following:

- ❑ When PPE is necessary;
- ❑ What PPE is necessary;
- ❑ How to properly don, doff, adjust and wear PPE;
- ❑ The limitations of PPE;
- ❑ The proper care, maintenance, useful life, and disposal of PPE;
- ❑ Defective or damaged PPE shall not be used

**CERTIFICATION OF WORKPLACE HAZARD ASSESSMENT**

**AS PER OSHA STANDARD 1910.132  
PERSONAL PROTECTIVE EQUIPMENT STANDARD**

I hereby verify that I performed the required workplace hazard assessment as documented in the following pages identified as *Appendix A: Workplace Hazard Assessments*.

\_\_\_\_\_, located at \_\_\_\_\_

\_\_\_\_\_, on \_\_\_\_\_, 20\_\_\_\_\_.

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

# *Appendix A: Workplace Hazard Assessments*

*(File Individual Assessments Behind This Tab)*

**PERSONAL PROTECTIVE EQUIPMENT PROGRAM  
ON-SITE HAZARD ASSESSMENT**

**A. Date:** \_\_\_\_\_ **Observer:** \_\_\_\_\_ **Duration:** \_\_\_\_\_

Time: \_\_\_\_\_ Location: \_\_\_\_\_ Task: \_\_\_\_\_

**Source of Hazard & Description** (check and make notes):

\_\_\_ Motion- \_\_\_\_\_

\_\_\_ Temperature Extremes- \_\_\_\_\_

\_\_\_ Chemical Exposure- \_\_\_\_\_

\_\_\_ Falling Objects- \_\_\_\_\_

\_\_\_ Sharp Objects- \_\_\_\_\_

\_\_\_ Rolling or Pinching Objects- \_\_\_\_\_

\_\_\_ Blood or OPIM- \_\_\_\_\_

**Hazards Resulting in:**

\_\_\_ Impact- \_\_\_\_\_

\_\_\_ Penetration- \_\_\_\_\_

\_\_\_ Compression- \_\_\_\_\_

\_\_\_ Chemical and Harmful Dust Exposure- \_\_\_\_\_

**Type of Injury:**

\_\_\_ Cuts/Laceration

\_\_\_ Abrasions

\_\_\_ Punctures

\_\_\_ Skin Absorption

\_\_\_ Chemical Burn

\_\_\_ Thermal Burn

\_\_\_ Temperature Extremes

**Location of Injury:**

\_\_\_ Hand/Finger

\_\_\_ Face

\_\_\_ Eye

\_\_\_ Head

\_\_\_ Skin

\_\_\_ Foot

\_\_\_ Arms/Legs

**Seriousness of Injury:**

\_\_\_ Amputation

\_\_\_ Fracture

\_\_\_ Blindness

\_\_\_ Scarring

\_\_\_ Dermatitis

\_\_\_ Other- \_\_\_\_\_

\_\_\_ Other- \_\_\_\_\_

**Can equipment or Task be Modified to Design the Hazard out of the Process? Y / N**

(machine guards, netting, ventilation systems, chemical substitution, task re-design)

\_\_\_\_\_  
\_\_\_\_\_

**Type of PPE Required:** \_\_\_\_\_

\_\_\_\_\_