# Personal Protective Equipment (PPE)

Management of **[Company name]** assumes responsibility for designing, planning and arranging work processes within the company so that safety hazards are eliminated or minimized. Where hazards cannot be completely eliminated through engineering controls and substitution of materials, management will provide the appropriate personal protection to the workers. Management will ensure that each worker is properly trained in and knowledgeable of the hazards associated with his/her work, the type of PPE required and its proper maintenance, care and use. All PPE must meet regulatory and Canadian Standards Association standards.

## Requirements

According to the Part 8 of the Occupational Health and Safety (OHS) Regulation, workers must use or wear protective equipment, protective devices and clothing specified by the management of the company. The following safety guidelines should be adhered to, to maximize worker health and safety:

* Always inspect the PPE prior to use.
* Wear only the type of PPE your supervisor specifies as appropriate for the job. Inappropriate and improperly worn PPE can result in injury, illness and damage to equipment resulting in high costs to both you and the company.
* Be certain your PPE fits properly, especially in the case of hearing or respiratory protection.
* Keep PPE clean and store in designated container or location when not in use.
* If you are uncertain as to how to wear or operate the required PPE, or you believe it is not in good working condition, immediately ask your supervisor for assistance.

The PPE program will include the following components:

* Responsibilities
* Instruction and training in use and maintenance of PPE
* Procedures for selection, use, inspection, cleaning, maintenance and storage of PPE
* Records
* Program review

All workers will be trained in the proper selection, use, inspection, cleaning, maintenance and storage of PPE for their specific job tasks. No exceptions.

The following sections and table provide some information on the requirements and use of PPE. For a full listing of requirements, refer to Part 8 of the OHS Regulation, available online at: [www2.worksafebc.com/publications/OHSRegulation/Part8.asp](http://www2.worksafebc.com/publications/OHSRegulation/Part8.asp)

## Personal Clothing

Employees shall be properly attired in clothing appropriate for work. Employees must wear clothing that provides ample protection from weather and other hazards. When clothing may come in contact with moving parts of equipment, tools or machinery, the clothing must not be torn, ragged or loose, and pants must not have cuffs. High-visibility apparel must be worn when there is exposure to the danger of moving vehicles.

## Job-Specific PPE

**[Company name]** requires full use of protective clothing, such as full-time use of helmets, goggles and ear protection. Gloves, eye protection (sunglasses) and hearing protection must be used when required, and include dark glasses for people working with or adjacent to welders.

## Hearing Protection

CSA/ANSI approved hearing protection must be worn when the noise level in a work area exceeds the permissible occupational exposure limit — this is typically noise greater than 85 decibels.

## Respiratory Protection

CSA/ANSI-approved respiratory protection must be worn when an air contaminant is present in the workplace at levels above the occupational exposure limit outlined in the Occupational Health and Safety Regulation, and no other means of control can reduce the exposure.

| **PPE** | **Requirements** | **Used in these situations** |
| --- | --- | --- |
| **Limb and body protection** | * Must be stored in a dry area. * Must be free of holes and, in the case of hand protection, made of a material that provides a good grip. * Must be impermeable when used in refueling. | * When the worker is exposed to a substance or condition that is likely to puncture, abrade or affect the skin – or be absorbed through the skin. |
| **Head protection** | * High-visibility, side impact hardhat. * Cleaned regularly and stored away from grease and tools. * Must be free of cracks, dents or any other damage. * Chin straps must be used when workers are climbing, working from a height exceeding 3 m, or working in high winds. | * Must be worn in any work area where there is a danger of head injury from falling, flying or thrown objects, or other harmful contacts. |
| **Eye and face protection** | * Safety eyewear must fit properly and include side shields when necessary for worker safety. | * Safety eyewear must be worn when working in conditions that are likely to injure or irritate the eyes. * Face protectors must also be used if there is a risk of face injury. |
| **Safety footwear** | * Must be of a design, construction and material appropriate to the protection required for the work environment. | * Safety footwear must consider the following factors: slipping, uneven terrain, abrasion, ankle protection and foot support, crushing potential, temperature extremes, corrosive substances, puncture hazards, electrical shock, and any other recognizable hazard. * Toe and metatarsal protection, puncture resistance, and/or dielectric protection must be used where appropriate. |
| **Hearing protection** | * WorkSafeBC’s regulations regarding noise exposure are:   + 85 dBA Lex daily noise exposure level   + 140 dBC peak sound level | * If those levels cannot be practicably met, the employer must:   + Reduce levels as low as possible   + Post warning signs regarding noise hazard areas   + Provide to workers hearing protection that meets CSA standards, and ensure it is worn effectively in noise hazard areas. |
| **High-visibility clothing** | * The apparel must be a colour that contrasts with the environment. * Must have at least 775 sq cm of fluorescent / retro-reflective trim on both the front and back. | * When worker is outside of a vehicle or machine in a high hazard area. * When workers need to be located at a distance |