

Worksite: _____ Instructor: _____ Date/Time: _____

Topic C336: PPE Requirements

Introduction: Hazards exist in every workplace: sharp edges, falling objects, flying sparks, chemicals, noise, and a myriad of other potentially dangerous situations. Personal protective equipment, commonly referred to as "PPE", is equipment worn to minimize exposure to a variety of hazards. Examples of PPE include such items as gloves, foot and eye protection, protective hearing devices (earplugs/muffs), hard hats, respirators, and full body suits.

Controlling a hazard at its source is the best protection. The use of engineering or work practice controls to manage or eliminate hazards to the greatest extent possible is always recommended. PPE is considered a necessary but final protection.

The requirement for PPE: To ensure the greatest possible protection for employees in the workplace, the cooperative efforts of both employers and employees will help in establishing and maintaining a safe and healthful work environment.

Both employers and employees must understand and do the following:

Understand the types of PPE; Know the basics to conduct a hazard assessment of the workplace; Select appropriate PPE for a variety of circumstances; Understand what kind of training is needed in the proper use and care of PPE

In general, employers are responsible for:

Performing a "hazard assessment" of the workplace to identify and control physical and health hazards; Identifying and providing appropriate PPE for employees; Training employees in the use and care of the PPE; Maintaining PPE, including replacing worn or damaged PPE; Periodically reviewing, updating, and evaluating the effectiveness of the PPE program.

In general, employees should:

Properly wear PPE; Attend training sessions on PPE; Care for, clean, and maintain PPE; Inform a supervisor of the need to repair or replace PPE

Selecting PPE: All PPE clothing and equipment should be of safe design and construction, and should be maintained in a clean and reliable fashion. Fit and comfort should be considered when selecting PPE for the workplace. PPE that fits well and is comfortable to wear will encourage workers to use PPE. If several different types of PPE are worn together, make sure they are compatible. If PPE does not fit properly, it can make the difference between being safely covered or dangerously exposed.

As responsible employers make sure you know and understand the following:

When PPE is necessary; What type of PPE is necessary; How to properly put on, take off, adjust, and wear the PPE; The limitations of PPE types; Care, maintenance, useful life, and disposal of PPE

It is the employee's responsibility to wear the PPE issued and to maintain, clean, and store the PPE properly. Failure of the employee to do so may result in disciplinary action being taken according to the company safety policy. Employees must report any damage, wear, or repairs needed to the PPE to their supervisor immediately.

Conclusion: Personal Protective Equipment should always be worn when required to safeguard against workplace hazards. Employers should make sure that each employee demonstrates an understanding of the PPE training as well as the ability to properly wear and use PPE before being allowed to perform work requiring the use of the PPE.

Employee Attendance: (Names or signatures of personnel who are attending this meeting)

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

These guidelines do not supersede local, state, or federal regulations and must not be construed as a substitute for, or legal interpretation of, any OSHA regulations.