

Personal Protective Equipment (PPE) Procedure

This procedure has been developed to protect City of Mount Pearl employees from exposure to workplace hazards and to facilitate compliance with the Occupational Health and Safety regulatory requirements.

Personal protective equipment (PPE) protects employees from the risks of injury by creating a barrier against workplace hazards. PPE must be used when the eyes, face, extremities, or other parts of the body are exposed to workplace hazards that cannot be controlled by other means. PPE is not a substitute for good engineering controls, administrative controls, or good work practices, but should be used in conjunction with those controls to ensure the safety and health of employees. The use of PPE does not eliminate the hazard, and if the PPE fails or is used improperly, exposure to the hazard may occur.

1.0 PPE Use

Employees shall wear the following PPE at all times while performing work duties that might pose exposure to workplace hazards:

A. HAND PROTECTION

- Hand Protection shall be worn when there is a potential for injury to the hands from exposure to hazards such as, but not limited to, those from skin absorption of harmful substances, severe cuts or lacerations, severe abrasions, punctures, chemical burns, thermal burns and harmful temperature extremes.
- Appropriate protective gloves are available from the shift supervisor where hand protection is required. It is the employee's responsibility to obtain the proper protective hand wear from his/her supervisor as needed, and replace as needed.
- Each employee issued gloves is responsible for their care, maintenance and daily inspection.

B. EYE PROTECTION

- Employees shall use appropriate eye or face protection when exposed to eye or face hazards from flying particles, liquid chemicals, chemical gases or vapours and during any type of electrical work.
- Eye and face protection shall meet the requirements of CSA-Z94.3.
- Eye protection is mandatory in the service bays at the Depot. Eye protection shall be worn by employees, contractors, and visitors passing through designated eye hazard areas.
- Employees working outside should use UV protection safety glasses when exposed to the sun's UV rays.

- Protective eye wear is available from the shift supervisor in two forms: safety glasses and goggles. It is each employee's responsibility to obtain the proper protective eye wear from his/her supervisor.
- Each employee issued eye protection is responsible for their care, maintenance and daily inspection.

C. HEARING PROTECTION

- Every employee shall use hearing protection at all times when using power tools or operating equipment.
- Hearing protection shall meet the requirements of CSA Z94.2.
- Ear plugs or muffs are available from the shift supervisor where hearing protection is required. It is the employee's responsibility to obtain the proper protection from his/her supervisor.
- Each employee issued hearing protection is responsible for its care, maintenance and daily inspection.

D. HEAD PROTECTION

- Hard hats shall be worn when there is a potential for injury to the head from falling or flying objects.
- Head protection shall meet the requirements of CSA Z94.1.
- Hard hats must not be painted. The shell and suspension of the hat must be inspected regularly and replaced if cracks, deep scratches, or other defects are detected.
- Hard hats are available from the shift supervisor where head protection is required. It is the employee's responsibility to obtain the proper head protection from his/her supervisor as needed.
- Each employee issued a hard hat is responsible for its care, maintenance and daily inspection.

E. FOOT PROTECTION

- Safety protective footwear shall meet the requirements of CSA-Z195-Protective Footwear. A consideration of the job performed and the following factors considered upon determining the appropriate protection; slipping, uneven terrain, abrasion, ankle protection, foot support, crushing potential, temperature extremes, corrosive substances, puncture hazards, electrical shock and another recognizable hazard. Outside staff must have a minimum 6 inch support boot.
- Such boots bear a green triangular patch stamped with the CSA registered trademark on the outside and a rectangular green label on the inside.
- Each employee is responsible for their care, maintenance and daily inspection.


F. CLOTHING REQUIREMENTS

- Workers whose duties are regularly performed in areas and under circumstances where they are exposed to the danger of moving vehicles or heavy equipment shall wear high-visibility apparel suitable for daytime or nighttime use, conforming to CSA Z96-02, Class 2, Level 2.
- Face, hands, neck and exposed areas should have sunscreen lotion (UVA and UVB protection) when exposed to the sun's UV rays.
- Where there is danger of contact with moving parts of machinery the clothing of the worker shall fit closely about the body; dangling neckwear, bracelets, wristwatches, rings or like articles shall not be worn; and cranial and facial hair shall be completely confined or cut short so as not to extend to the shirt collar.
- Where there is a danger of falling into a body of water or deepwater, a life jacket shall be worn conforming to CSA standards (does not apply to certified lifeguards in the pool environment).

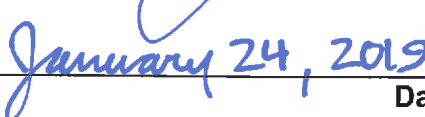
2.0 Distribution

- Directors/Supervisors/Employees
- Occupational Health and Safety Committees

3.0 Approvals



Steve Kent, Chief Administrative Officer



Date