

Personal Protective Equipment Appendices

Guidelines for Hazard Assessment and Personal Protective Equipment Selection

1. Controlling hazards. PPE devices alone should not be relied on to provide protection against hazards, but should be used in conjunction with guards, engineering controls, and sound work practices and administrative controls.
2. Conduct a walk-through survey of the areas in question. The purpose of the survey is to identify sources of hazards to workers and co-workers.
3. Following the walk-through survey, it is necessary to organize the data and information for use in the assessment of hazards. The objective is to prepare for an analysis of the hazards in the environment to enable proper selection of protective equipment.
4. Analyze data. Having gathered and organized data on a workplace, an estimate of the potential for injuries should be made. Each of the basic hazards should be reviewed and a determination made as to the type, level of risk, and seriousness of potential injury from each of the hazards found in the area. The possibility of exposure to several hazards simultaneously should be considered.
5. Selection guidelines. The general procedure for selection of protective equipment is to:
 - (a) Identify engineering controls or work practice changes that could eliminate or reduce the hazard.
 - (b) Become familiar with the potential hazards and the type of protective equipment that is available, and what it can do; i.e., splash protection, impact protection, etc.;
 - (c) compare the hazards associated with the environment; i.e., impact velocities, masses, projectile shape, radiation intensities, with the capabilities of the available protective equipment;
 - (d) select the protective equipment which ensures a level of protection greater than the minimum required to protect employees from the hazards; and
 - (e) fit the user with the protective device and give instructions on care and use of the PPE. It is very important that end users be made aware of all warning labels for and limitations of their PPE.
6. Fitting the device. Careful consideration must be given to comfort and fit. PPE that fits poorly will not afford the necessary protection. Continued wearing of the device is more likely if it fits the wearer comfortably. Protective devices are generally available in a variety of sizes. Care should be taken to ensure that the right size is selected.
7. Cleaning and maintenance. It is important that all PPE be kept clean and properly maintained. Cleaning is particularly important for eye and face protection where dirty or fogged lenses could impair vision.

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HAZARD ASSESSMENT FOR PERSONAL PROTECTIVE EQUIPMENT

Instructions: Each department shall complete this written hazard assessment of the employee’s workplace to determine required personal protective equipment upon initial hire and upon new job assignments. A copy should be forwarded to the Environmental Health and Safety for review. Environmental Health and Safety will be available to assist departments in completion of the hazard assessment and selection of appropriate personal protective equipment.

Employee: _____ **Job Classification:** _____

Department: _____ **Date:** _____

Eye and Face Protection - appropriate eye and/or face protection is required when employees are in areas where there is exposure to eye and face hazards from flying particles, molten metal, liquid chemicals, acids, caustic liquids, chemical gases or vapors or potentially injurious light radiation. All eye protection must be ANSI/ISEA Z87.1-2010 approved.

Check the appropriate box for each hazard; provide description of hazard and PPE selected:

- Chemicals _____
- Dust _____
- Heat _____
- Impact _____
- Light/Radiation _____

Respiratory Protection - appropriate respiratory protection is required when employees are in areas where effective engineering controls are not feasible to protect the health of the employee from harmful dusts, fogs, fumes, mists, gases, smokes, sprays, or vapors. All required respirators must be NIOSH/MSHA approved. All employees who wear respirators must participate in the UNCW Respiratory Protection Program. Respirator use must be pre-approved by EH&S.

Check the appropriate box for each hazard; provide description of hazard and PPE selected:

- Chemicals _____
- Dust _____

Head Protection - appropriate head protection is required when employees are in areas where there is a potential for injury to the head from falling or moving objects or when they are exposed to electrical conductors which could be contacted by the head. All head protection must be ANSI approved.

Check the appropriate box for each hazard; provide description of hazard and PPE selected:

- Burn/Heat _____
- Chemical _____
- Impact _____
- Electric Shock _____

Foot Protection - appropriate foot protection is required when employees are in areas where there is danger of foot injuries due to falling and rolling objects, slip hazards or objects piercing the sole, and where employees are exposed to electrical hazards. All foot protection must be ASTM approved.

Check the appropriate box for each hazard; provide description of hazard and PPE selected:

- Chemicals _____
- Compression _____
- Puncture _____
- Impact _____
- Other _____

Electrical Protective Devices - appropriate electrical protective devices in the form of insulating blankets, matting, covers, line hose, gloves, and sleeves made of rubber are required when employees are in areas where there may be exposure to substantial electrical voltage. Arc flash protection including, but not limited to, flame resistant clothing, arc face shield and arc flash hoods must be provided accordingly.

Check the appropriate box for each hazard; provide description of hazard and PPE selected:

- Energized work ≥ 50 volts _____

Hand Protection - appropriate hand protection is required when employees are in areas where their hands are exposed to skin absorption of harmful substances, severe cuts or lacerations, severe abrasions, punctures, chemical burns, thermal burns or harmful temperature extremes. Appropriate gloves are dependent upon the type of chemical contaminant or physical hazard. Special care must be taken when selecting gloves for chemical exposure to assure glove is resistant to the chemical in question.

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Check the appropriate box for each hazard; provide description of hazard and PPE selected:

Chemicals _____

Burns/Heat _____

Cuts/Abrasions _____

Puncture _____

Hearing Protection - appropriate hearing protection is required when employees are in areas where there is exposure to excessive noise levels. Protection is not required unless the employee's time weighted average exposure exceeds 85 decibels (db) for an 8-hour exposure. However, it is recommended that appropriate hearing attenuators are provided to employees for use in all high noise areas (mechanical rooms, boiler rooms, etc.) as a precautionary measure.

Check the appropriate box for each hazard; provide description of hazard and PPE selected:

High noise area _____

Fall Protection - appropriate fall protection is required when employees are at risk of falling from an elevated position, as a general rule, anytime a working height of six feet or more is reached. Appropriate fall protection must also be utilized at any height when employees are in aerial lifts, powered platforms and similar devices.

Check the appropriate box for each hazard; provide description of hazard and PPE selected:

Working Height \geq 6 feet _____

Aerial lift/similar devices _____

Certification

I certify that the above hazard assessment was performed to the best of my knowledge and ability based on the hazards present on this date (fill in date): _____. I also understand a new assessment must be performed each time an employees' duties change to further assess the need for training and PPE.

Supervisor Name _____ Signature _____ Date _____