



Policy Name: Personal Protective Equipment (PPE)	Policy No: S101-XX
Committee approval date:	-
Council approval date:	-
Revision date(s):	-
Department/Division:	Health and Safety

1. Purpose

To defend workers from occupational injury and illness by providing guidelines for the proper use and expectations of personal protective equipment (PPE).

2. Policy Statement

The Town of Pelham will provide and maintain a safe and healthy work environment, in accordance with acceptable industry practices and in compliance with legislative requirements. The Town will provide any necessary PPE, training on proper use and other guidelines to workers to enable them to defend against occupational injury and illness.

3. Definitions

Workplace: As defined in the Ontario Health & Safety Act (p.11), workplace is defined as “any land, premises, location or thing at, upon, in or near where a worker works”.

4. General Provisions

Duties of Employers: As defined in the Ontario Health & Safety Act 25 (1), the duties of employers are as follows:

- 1) An employer shall ensure that,
 - (a) the equipment, materials and protective devices as prescribed are provided,
 - (b) the equipment, materials and protective devices provided by the employer are maintained in good condition;
 - (c) the measures and procedures prescribed are carried out in the workplace;



(d) the equipment, materials and protective devices provided by the employer are used as prescribed

Duties of Workers: As defined in the Ontario Health & Safety Act 28 (1), the duties of the workers are as follows:

- (1) A worker shall,
 - (a) work in compliance with the provisions of this Act and the regulations;
 - (b) use or wear the equipment, protective devices or clothing that the worker's employer requires to be used or worn;
 - (c) report to his or her employer or supervisor the absence of or defect in any equipment or protective device of which the worker is aware and which may endanger himself, herself or another worker; and
 - (d) report to his or her employer or supervisor any contravention of this Act or the regulations or the existence of any hazard of which he or she knows.

General:

- 1. PPE is the last line of defense for controlling occupational hazards, after thorough evaluation and implementation of:
 - a) Engineering Controls
 - b) Administrative Controls
 - c) Work Practices
- 2. Only PPE approved by the appropriate safety association (ie: CSA, ANSI, NFPA etc.) shall be used.
- 3. Specific PPE needs will be identified at each workplace, in accordance with accepted industry practices and standards, and will be documented in the specific workplace standard operating procedure for the critical pieces of equipment.
- 4. Training in the use and maintenance of PPE shall be provided.
- 5. Records shall be kept for the issue of non-disposable PPE.
- 6. The Joint Health and Safety Committee shall observe compliance to this procedure during their monthly inspections.

Personal Protective Equipment:

Head Protection

- 1. Hard Hats are required by all workers involved in construction and maintenance and where there is any danger of injury from falling objects, or from striking the head on overhead objects or required by legislation (ie: traffic control persons).



2. Hard Hats shall not be frilled, painted or worn in a reversed manner.
3. Hard Hats shall meet CSA Standard 294.1.
4. Where a worker is exposed to the hazard of head injury, they shall wear head protection appropriate for the circumstance, which includes, but is not limited to:
 - a. Construction sites
 - b. Roadside work
 - c. Chipping
 - d. Welding
 - e. Grass-cutting
 - f. Environments where the potential for bumping the head on fixed objects is present (ie: open hood on vehicle, pipes, beams, confined spaces)
 - g. Potential for exposure of the head to electrical current or hazards is present.

Eye Protection

1. Where a worker is exposed to the hazard of eye injury, they shall wear eye protection appropriate for the circumstance, which includes, but is not limited to:
 - a. Chipping
 - b. Cutting
 - c. Drilling
 - d. Exposure to any chemicals
 - e. Exposure to heavy dirt or dusty conditions
 - f. Sandblasting
 - g. Sawing
 - h. Spray Painting
 - i. Welding
 - j. Exposure to UV rays
2. Eye protection shall meet CSA Standard 294.3 and 94.3.1

Hearing Protection

1. Warning signs are to be posted to an area, or on equipment, where the sound level is more than eighty-five (85dBA) decibels and hearing protection shall be worn in those areas or with that equipment.
2. Workers are to wear hearing protection when the daily exposure is more than that permitted for the particular sound level as defined in the industrial regulations, *Occupational Health and Safety Act*.



3. Workers shall wear hearing protection at all times when exposed to sound levels of 85 dBA or greater.
4. Where a worker is exposed to the hazard of hearing injury, they shall wear hearing protection appropriate for the circumstance, which includes, but is not limited to:
 - a. Environments where machinery is in use, including lawnmowers, chainsaws, snowplows, woodcutters, leaf blowers, etc.
 - b. Potential of heavy traffic, as in the instance of all roadside work.
 - c. Environments where power tools are in use.

Respiratory Equipment

Suitable breathing apparatus shall be worn when workers are likely to be exposed to injury from:

- a. Dangerous gases, vapours, fumes or dust
 - b. Deficiency of oxygen
2. Equipment can include dust masks, masks with cartridges, SCBA (self contained breathing apparatus) as decided appropriate to the workplace conditions.
3. Respiratory equipment shall be fit tested annually and training shall be provided before use.
4. Respiratory equipment shall meet CSA Standard 294.4

Protective Clothing and Gloves

A worker shall be outfitted with the appropriate apparel, where they are exposed to the hazard of injury from contact of his/her skin with:

- a. A noxious gas, liquid, fume or dust
 - b. A sharp or jagged object, particles in the air or tools which may puncture, cut or abrade the skin
 - c. A hot object, liquid or molten metal
 - d. Radiant heat
 - e. Body fluids or pathogenic materials
 - f. Vibration or impact
 - g. UV Rays
 - h. Cold climate
2. Reflective fluorescent vests or equivalent clothing are required by all workers involved in construction and maintenance while on the roadway or road allowance. The reflective clothing must meet CSA Standard 296.

Foot Protection



1. Where a worker is exposed to the hazard of foot injury he/she shall wear foot protection appropriate to the circumstances.
2. All workers shall wear steel-toed boots when working on construction sites, roads, and road allowance.
3. Lace-type footwear must be fully laced to provide full support and protection.
4. Protective footwear shall meet CSA Standard 2195 and 2195-1.

5. Attachments

None.