

# Trinity University

## Personal Protective Equipment Policy

### 1. Purpose

This policy establishes guidelines for the selection, use, and maintenance of personal protective equipment (PPE). The policy also provides guidelines for employee training in the use of personal protective equipment and supports compliance with the Occupational Safety & Health Administration standards governing occupational use of PPE.

### 2. Scope

This policy applies to all operations requiring the use of PPE to protect employees from occupational hazards to the eyes, face, head, hands and feet. PPE requirements for contractors will be the same as what is established in this program.

### 3. References

- 29 CFR 1926.95 Criteria for Personal Protective Equipment
- 29 CFR 1926.96 Occupational Foot Protection
- 29 CFR 1926.100 Personal Protective and Life Saving Equipment
- 29 CFR 1910.95 Occupational Noise Exposure
- 29 CFR 1926.101 Hearing Protection
- 29 CFR 1926.102 Eye and Face Protection
- 29 CFR 1910.132 General Requirements
- 29 CFR 1910.133 Eye and Face Protection
- 29 CFR 1910.135 Head Protection
- 29 CFR 1910.136 Foot Protection
- 29 CFR 1910.137 Electrical Protective Equipment
- 29 CFR 1910.138 Hand Protection

### 4. Definitions

PPE- Personal Protection Equipment

### 5. Responsibilities

- 5.1. University Department/Office: The Department/Office is responsible for providing the PPE, training in proper use and maintenance, etc. A copy of these JTA's and training certifications should be provided to

Environmental Health & Safety/Human Resources for filing. NOTE: (Consultation with the Environmental Health & Safety Department should be carried out to identify any required PPE)

- 5.1.1. Determines if hazards are present in the workplace, or are likely to be present, which necessitate the use of personal protective equipment (PPE).
  - 5.1.1.1. Selects and has each affected employee use, the types of PPE that will protect the affected employee from the hazards identified in the hazard assessment (To do the hazard assessment use Job Task Assessment Form in Appendix H);
  - 5.1.1.2. Communicates selection decisions to each affected employee; and
  - 5.1.1.3. Selects PPE that properly fits each affected employee.
- 5.1.2. Verifies that the required workplace hazard assessment has been performed through a written certification that identifies the workplace evaluated; the person certifying that the evaluation has been performed; the date (s) of the hazard assessment; and, which identifies the document as a certification of hazard assessment (Certification is done on the Job Task Assessment form in Appendix H).
- 5.1.3. Provides training to each employee which is detailed in section 6.
- 5.1.4. Verifies that each affected employee has received and understood the required training through a written certification that contains the name of each employee trained, the date (s) of training, and that identifies the subject of the certification (See form in Appendix J).
- 5.1.5. Ensures that each affected employee uses equipment with filter lenses that have a shade number appropriate for the work being performed for protection from injurious light radiation. See Appendix A for appropriate charts and ensure that all safety glasses meet the standards set out in section 7.
- 5.1.6. Ensures that all head protective equipment meet the criteria of section 8.
- 5.1.7. Ensures that all foot protective equipment meet the criteria of section 9.
- 5.1.8. Selects appropriate hand protection equipment based on the criteria set out in section 10.
- 5.1.9. Provides employees with, and ensures the use of, electrical protective equipment that is appropriate for the specific parts of the body to be protected and for work to be performed. The equipment shall meet design and manufacturing specifications and shall be maintained in a safe and reliable condition (See section 11).
- 5.1.10. Ensures that all hearing protection is provided when necessary and meets the criteria set out in section 12.
- 5.1.11. Provides, ensures use, and maintenance of protective equipment wherever it is necessary to be available as dictated by reason of hazards.
- 5.1.12. Assures adequacy, including proper maintenance, and sanitation of equipment, where employees provide their own protective equipment.

5.1.13. Ensures that all personal protective equipment shall be of safe design and construction for the work to be performed.

5.2. Department Chair/Director:

5.2.1. Ensures that each affected employee uses appropriate eye or face protection when exposed to eye or face hazards from flying particles, molten metal, liquid chemicals, acids or caustic liquids, chemical gases or vapors, or potentially injurious light radiation.

5.2.2. Ensures that each affected employee uses eye protection that provides side protection when there is a hazard from flying objects. Detachable side protectors (e.g. clip-on or slide-on side shields) meeting the pertinent requirements of section 7 are acceptable.

5.2.3. Ensures that each affected employee who wears prescription lenses while engaged in operations that involve eye hazards wears eye protection that incorporates the prescription in its design, or wears eye protection that can be worn over the prescription lenses without disturbing the proper position of the prescription lenses or the protective lenses.

5.2.4. Ensures that each affected employee wears a protective helmet when working in areas where there is a potential for injury to the head from falling objects.

5.2.5. Ensures that a protective helmet designed to reduce electrical shock hazard is worn by each such affected employee when near exposed electrical conductors which could contact the head.

5.2.6. Ensures that each affected employee uses protective footwear when working in areas where there is a danger of foot injuries due to falling or rolling objects, or objects piercing the sole, and where such employee's feet are exposed to electrical hazards.

5.2.7. Requires employees to use appropriate hand protection when employees' hands are exposed to hazards such as those from skin absorption of harmful substances; severe cuts or lacerations; severe abrasions; punctures; chemical burns; thermal burns; and harmful temperature extremes.

5.3. Employee:

5.3.1. Demonstrates an understanding of the training specified in section 6, and the ability to use PPE properly, before being allowed to perform work requiring the use of PPE.

5.3.2. Does not use defective or damaged personal protective equipment.

## 6. Training

6.1. Employees are trained to know the following:

6.1.1. When PPE is necessary.

6.1.2. What PPE is necessary.

6.1.3. How to properly don, doff, adjust, and wear PPE.

6.1.4. The limitations of the PPE.

6.1.5. The proper care, maintenance, useful life and disposal of the PPE.

6.2. When a Department Chair/Director has reason to believe that any affected employee who has already been trained does not have the understanding and skill required, the Department Chair/Director retrain each such employee. Circumstances where retraining is required include situations where:

6.2.1. Changes in the workplace render previous training obsolete or

6.2.2. Changes in the types of PPE to be used render previous training obsolete or

6.2.3. Inadequacies in an affected employee's knowledge or use of assigned PPE indicate that the employee has not retained the requisite understanding or skill.

## **7. Eye and Face Protection**

7.1. General requirements

7.1.1. Eye and face PPE shall be distinctly marked to facilitate identification of the manufacturer.

7.2. Criteria for protective eye and face devices

7.2.1. Protective eye and face devices shall comply with ANSI Z87.1-1989, "American National Standard Practice for Occupational and Educational Eye and Face Protection," or shall be demonstrated by Trinity University's Environmental Health & Safety Department to be equally effective.

## **8. Head Protection**

8.1. Criteria for protective helmets

8.1.1. Protective helmets shall comply with ANSI Z89.1-1986, "American National Standard for Personnel Protection - Protective Headwear for Industrial Workers-Requirements," or shall be demonstrated by the Trinity University Director, Environmental Health & Safety to be equally effective.

8.1.2. Helmets for the head protection of employees exposed to high voltage electrical shock and burns shall meet the specifications contained in American National Standards Institute, Z89.2-1971.

## **9. Foot Protection**

9.1. Criteria for protective footwear

9.1.1. Protective footwear shall comply with ANSI Z41-1991, "American National Standard for Personal Protection - Protective Footwear," or shall be demonstrated by the Trinity University Director, Environmental Health & Safety to be equally effective.

## **10. Hand Protection**

10.1. Department Heads shall base the selection of the appropriate hand protection on an evaluation of the performance characteristics of the hand protection relative to the task (s) to be performed, conditions present, duration of use, and the hazards and potential hazards identified.

## **11. Electrical Protective Equipment**

11.1. Insulating blankets, matting, covers, line hose, gloves, and sleeves made of rubber shall meet the following requirements (See Appendix I):

11.1.1. Manufacture and marking

11.1.1.1. Blankets, gloves, and sleeves shall be produced by a seamless process.

11.1.1.2. Each item shall be clearly marked as follows:

Class 0 equipment shall be marked Class 0.

Class 1 equipment shall be marked Class 1.

Class 2 equipment shall be marked Class 2.

Class 3 equipment shall be marked Class 3.

Class 4 equipment shall be marked Class 4.

Non-ozon-resistant equipment other than matting shall be marked Type I.

Ozone-resistant equipment other than matting shall be marked Type II.

Other relevant markings, such as the manufacturer's identification and the size of the equipment, may also be provided.

11.1.1.3. Markings shall be nonconducting and shall be applied in such a manner as not to impair the insulating qualities of the equipment.

11.1.1.4. Markings on gloves shall be confined to the cuff portion of the glove.

11.1.2. Electrical requirements

11.1.2.1. Equipment shall be capable of withstanding the a-c proof-test voltage specified in Appendix B or the d-c proof-test voltage specified in Appendix C.

The proof test shall reliably indicate that the equipment can withstand the voltage involved.

The test voltage shall be applied continuously for 3 minutes for equipment other than matting and shall be applied continuously for 1 minute for matting.

Gloves shall also be capable of withstanding the a-c proof-test voltage specified in Appendix B after a 16-hour water soak.

11.1.2.2. When the a-c proof test is used on gloves, the 60-hertz proof-test current may not exceed the values specified in Appendix B at any time during the test period.

If the a-c proof test is made at a frequency other than 60 hertz, the permissible proof-test current shall be computed from the direct ratio of the frequencies.

For the test, gloves (right side out) shall be filled with tap water and immersed in water to a depth that is in accordance with Appendix D. Water shall be added to or removed from the glove, as necessary, so that the water level is the same inside and outside the glove.

After the 16-hour water soak specified in this section, the 60-hertz proof-test current may exceed the values given in Appendix B by not more than 2 milliamperes.

11.1.2.3. Equipment that has been subjected to a minimum breakdown voltage test may not be used for electrical protection.

11.1.2.4. Material used for Type II insulating equipment will be capable of withstanding an ozone test, with no visible effects. The ozone test will reliably indicate that the material will resist ozone exposure in actual use. Any visible signs of ozone deterioration of the material, such as checking, cracking, breaks, or pitting, is evidence of failure to meet the requirements for ozone-resistant.

## **11.2. Workmanship and Finish**

11.2.1. Equipment shall be free of harmful physical irregularities that can be detected by the tests or inspections required under this section.

11.2.2. Surface irregularities that may be present on all rubber goods because of imperfections on forms or molds or because of inherent difficulties in the manufacturing process and that may appear as indentations, protuberances, or imbedded foreign material are acceptable under the following conditions:

11.2.2.1. The indentation or protuberance blends into a smooth slope when the material is stretched.

11.2.2.2. Foreign material remains in place when the insulating material is folded and stretches with the insulating material surrounding it.

## **11.3. In-service care and use**

11.3.1. Electrical protective equipment shall be maintained in a safe, reliable condition.

11.3.2. The following specific requirements apply to insulating blankets, covers, line hose, gloves, and sleeves made of rubber:

11.3.2.1. Maximum use voltages shall conform to those listed in Appendix E.

11.3.2.2. Insulating equipment shall be inspected for damage before each day's use and immediately following any incident that can reasonably be suspected of having caused damage. Insulating gloves shall be given an air test, along with the inspection.

11.3.2.3. Insulating equipment with any of the following defects may not be used: A hole, tear, puncture, or cut; Ozone cutting or ozone checking (the cutting action produced by ozone on rubber under mechanical stress into a series of interlacing cracks); An embedded foreign object; Any of the following texture

changes: swelling, softening, hardening, or becoming sticky or inelastic. Any other defect that damages the insulating properties.

- 11.3.2.4. Insulating equipment found to have other defects that might affect its insulating properties shall be removed from service and returned for testing.
- 11.3.2.5. Insulating equipment shall be cleaned as needed to remove foreign substances.
- 12.3.2.6. Insulating equipment shall be stored in such a location and in such a manner as to protect it from light, temperature extremes, excessive humidity, ozone, and other injurious substances and conditions.
- 11.3.2.7. Protector gloves shall be worn over insulating gloves, except as follows: Protector gloves need not be used with Class O gloves, under limited-use conditions, where small equipment and parts manipulation necessitate unusually high finger dexterity. Any other class of glove may be used for similar work without protector gloves if the Trinity University Director, Environmental Health & Safety can demonstrate that the possibility of physical damage to the gloves is small and if the class of glove is one class higher than that required for the voltage involved. Insulating gloves that have been used without protector gloves may not be used at a higher voltage until they have been tested appropriately.
- 11.3.2.8. Electrical protective equipment shall be subjected to periodic electrical tests. Test voltages and the maximum intervals between tests shall be in accordance with Appendix E and Appendix F.
- 11.3.2.9. The test method used under this section shall reliably indicate whether the insulating equipment can withstand the voltages involved.
- 11.3.2.10. Insulating equipment failing to pass inspections or electrical tests may not be used by employees, except as follows: Rubber insulating line hose may be used in shorter lengths with the defective portion cut off. Rubber insulating blankets may be repaired using a compatible patch that results in physical and electrical properties equal to those of the blanket. Rubber insulating blankets may be salvaged by severing the defective area from the undamaged portion of the blanket. The resulting undamaged area may not be smaller than 22 inches by 22 inches (560 mm by 560 mm) for Class 1, 2, 3, and 4 blankets. Rubber insulating gloves and sleeves with minor physical defects, such as small cuts, tears, or punctures, may be repaired by the application of a compatible patch. Also, rubber insulating gloves and sleeves with minor surface blemishes may be repaired with a compatible liquid compound. The patched area shall have electrical and physical properties equal to those of the surrounding material. Repairs to gloves are permitted only in the area between the wrist and the reinforced edge of the opening.
- 11.3.2.11. Repaired insulating equipment shall be retested before it may be used by employees.

## **12. Hearing Protection**

- 12.1. Wherever it is not feasible to reduce the noise levels or duration of exposures to those specified in Appendix G, Permissible Noise Exposures, ear protective devices shall be provided and used.

- 12.2. Ear protective devices inserted in the ear shall be fitted or determined individually by competent persons.

### 13. Recordkeeping

- 13.1. Verification that the required workplace hazard assessment has been performed through a written certification that identifies the workplace evaluated; the person certifying that the evaluation has been performed; the date (s) of the hazard assessment; and, which identifies the document as a certification of hazard assessment.
- 13.2. Written certificate of training shall be maintained as well as a written copy of this program.
- 13.3. A certification that electrical equipment has been tested in accordance with section 11 if PPE is sent out for testing or is tested in house. The certification shall identify the equipment that passed the test and the date it was tested.

## Appendix A

### FILTER LENSES FOR PROTECTION AGAINST RADIANT ENERGY

Operations	Electrode Size 1/32 in.	Arc Current	Minimum* Protective Shade
Shielded metal arc welding	Less than 3	Less than 60	7
	3–5	60–160	8
	5–8	160–250	10
	More than 8	250–550	11
Gas metal arc welding and flux cored arc welding		less than 60	7
		60–160	10
		160–250	10
		250–500	10
Gas Tungsten arc welding		less than 50	8
		50–150	8
		150–500	10
Air carbon	(Light)	less than 500	10
Arc cutting	(Heavy)	500–1000	11
Plasma arc welding		less than 20	6
		20–100	8
		100–400	10
		400–800	11

Plasma arc cutting	(light)**	less than 300	8
	(medium)**	300–400	9
	(heavy)**	400–800	10
Torch brazing			3
Torch soldering			2
Carbon arc welding			14

#### FILTER LENSES FOR PROTECTION AGAINST RADIANT ENERGY

Operations	Plate thickness — inches	Plate thickness — mm	Minimum* Protective Shade
Gas Welding:			
Light	Under 1/8	Under 3.2	4
Medium	1/8 to 1/2	3.2 to 12.7	5
Heavy	Over 1/2	Over 12.7	6
Oxygen cutting:			
Light	Under 1	Under 25	3
Medium	1 to 6	25 to 150	4
Heavy	Over 6	Over 150	5

\*As a rule of thumb, start with a shade that is too dark to see the weld zone. Then go to a lighter shade which gives sufficient view of the weld zone without going below the minimum. In oxyfuel gas welding or cutting where the torch produces a high yellow light, it is desirable to use a filter lens that absorbs the yellow or sodium line in the visible light of the (spectrum) operation.

\*\*These values apply where the actual arc is clearly seen. Experience has shown that lighter filters may be used when the arc is hidden by the workpiece.

#### Appendix B

TABLE I-2.—A-C PROOF-TEST REQUIREMENTS

Class of equipment	Proof-test voltage r m s V	Maximum proof-test current, mA (gloves only)			
		267-mm(10.5-in.) glove	356-mm(14-in) glove	406-mm(16-in) glove	457-mm(18-in) glove
0	5,000	8	12	14	16
1	10,000		14	16	18
2	20,000		16	18	20
3	30,000		18	20	22

4	40,000			22	24
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### Appendix C

TABLE I-3.—D-C PROOF-TEST REQUIREMENTS

Class of equipment	Proof-test voltage
0	20,000
1	40,000
2	50,000
3	60,000
4	70,000

Note: The d-c voltages listed in this table are not appropriate for proof testing rubber insulating line hose or covers. For this equipment, d-c proof tests shall use a voltage high enough to indicate that the equipment can be safely used at the voltages listed in Table I-4. (Appendix D) See ASTM D 1050-90 and ASTM D 1049-88 for further information on proof tests for rubber insulating line hose and covers.

### Appendix D

TABLE I-4.—GLOVE TESTS—WATER LEVEL 1, 2

Class of glove	AC proof test		DC proof test	
	mm.	in.	mm.	in.
0	38	1.5	38	1.5
1	38	1.5	51	2.0
2	64	2.5	76	3.0
3	89	3.5	102	4.0
4	127	5.0	153	6.0

<sup>1</sup>The water level is given as the clearance from the cuff of the glove to the water line, with a tolerance of +13 mm. (+0.5 in.).

<sup>2</sup>If atmospheric conditions make the specified clearances impractical, the clearances may be increased by a maximum of 25 mm. (1 in.).

### Appendix E

TABLE I-5.—RUBBER INSULATING EQUIPMENT VOLTAGE REQUIREMENTS

Class of equipment	Maximum use voltage 1 a-c—r m s	Retest voltage 2 a-c—r m s	Retest voltage 2 d-c—avg
0	1,000	5,000	20,000
1	7,500	10,000	40,000
2	17,000	20,000	50,000
3	26,500	30,000	60,000
4	36,000	40,000	70,000

<sup>1</sup>The maximum use voltage is the a-c voltage (r m s) classification of the protective equipment that designates the maximum nominal design voltage of the energized system that may be safely worked. The nominal design voltage is equal to the phase-to-phase voltage on multiphase circuits. However, the phase-to-ground potential is considered to be the nominal design voltage:

- (1) If there is no multiphase exposure in a system area and if the voltage exposure is limited to the phase-to-ground potential, or
- (2) If the electrical equipment and devices are insulated or isolated or both so that the multiphase exposure on a grounded wye circuit is removed.

<sup>2</sup>The proof-test voltage shall be applied continuously for at least 1 minute, but no more than 3 minutes.

**Appendix F**

TABLE I-6.—RUBBER INSULATING EQUIPMENT TEST INTERVALS

Type of equipment	When to test
Rubber insulating line hose.	Upon indication that insulating value is suspect.
Rubber insulating covers.	Upon indication that insulating value is suspect.
Rubber insulating blankets.	Before first issue and every 12 months thereafter. <sup>1</sup>
Rubber insulating gloves.	Before first issue and every 6 months thereafter. <sup>1</sup>
Rubber insulating sleeves.	Before first issue and every 12 months thereafter. <sup>1</sup>

<sup>1</sup>If the insulating equipment has been electrically tested but not issued for service, it may not be placed into service unless it has been electrically tested within the previous 12 months.

**Appendix G**

PERMISSIBLE NOISE EXPOSURES

Duration per day, hours	Sound level dBA slow response
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8	90
6	92
4	95
3	97
2	100
1 1/2	102
1	105
1/2	110
1/4 or less	115

When the daily noise exposure is composed of two or more periods of noise exposure of different levels, their combined effect should be considered, rather than the individual effect of each. Exposure to different levels for various periods of time shall be computed according to the formula set forth in this section.

$F_e = (T_1/L_1) + (T_2/L_2) + \dots + (T_n/L_n)$  where:

$F_e$  = The equivalent noise exposure factor.

T = The period of noise exposure at any essentially constant level.

L = The duration of the permissible noise exposure at the constant level (from Table).

If the value of  $F_e$  exceeds unity (1) the exposure exceeds permissible levels.

A sample computation is as follows. An employee is exposed at these levels for these periods:

110 db A 1/4 hour.  
 100 db A 1/2 hour.  
 90 db A 1 1/2 hours.

$$F_e = (1/4 / 1/2) + (1/2 / 2) + (1 \frac{1}{2} / 8)$$

$$F_e = 0.500 + 0.25 + 0.188$$

$$F_e = 0.938$$

Since the value of  $F_e$  does not exceed unity, the exposure is within permissible limits.

Exposure to impulsive or impact noise should not exceed 140 dB peak sound pressure level.

An effective hearing conservation program will be created whenever employee noise exposures equal or exceed an 8-hour time-weighted average sound level (TWA) of 85 decibels measured on the A scale (slow response) or, equivalently, a dose of fifty percent.

## Appendix H

### Job Task Assessment Form

#### Outline Job Assignments and Processes

1. **List the job title(s)** performing this operation
2. **Describe the function** activity, or situation
3. **List the location** of the operation
4. **Mark energy sources** within the operation:

Pneumatic q	Hydraulic q	Mechanical q	Gravityq	Water Under Pressure q	Electric q	Thermal q	Chemical q
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5. **List all apparent hazards.** (Circle or fill in the blank.)

a) Sources of motion

Flying Chips q	Sparks q	Belt q	Motor q	Gears q	Springs q
Other Moving Part(s)					

b) Routes of Exposure

Inhalation q	Absorption q	Injection q	Ingestion q
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- Engineering Control(s) \_\_\_\_\_
- Administrative Controls(s) \_\_\_\_\_
- Impact Potentials (Hitting) \_\_\_\_\_
- Penetration Potentials (Striking or Piercing) \_\_\_\_\_
- Compression Potentials (Squeezing, Pinching, or Rollover) \_\_\_\_\_

h) Chemicals (*List*)

q Solid(s) \_\_\_\_\_

q Liquid(s) \_\_\_\_\_

q Gas(s) \_\_\_\_\_

q Radiological Exposure \_\_\_\_\_

q By-Product(s) \_\_\_\_\_

q Explosion Potential(s) \_\_\_\_\_

i) Thermal Concerns (*Explain*)

q Burns \_\_\_\_\_

q Ignition Sources \_\_\_\_\_

q Chemical Reactions \_\_\_\_\_

q Heat Exhaustion \_\_\_\_\_

q Other \_\_\_\_\_

j) Light (Optical) Radiation Sources and Levels (*List*)

q Welding \_\_\_\_\_

q Cutting \_\_\_\_\_

q Furnaces \_\_\_\_\_

q Heat Treating \_\_\_\_\_

q High Intensity Lights \_\_\_\_\_

q Chemical Reactions \_\_\_\_\_

q Other \_\_\_\_\_

k) Noise Levels or Suspected Noise Levels (dB level: slow response A scale) (*List*)

q Impact Noise \_\_\_\_\_

q Ambient Noise \_\_\_\_\_

q Non-Routine Tasks \_\_\_\_\_

q Sound Waves \_\_\_\_\_

q Other \_\_\_\_\_

l) Potential Respiratory Materials (*List*)

q Gas(s) \_\_\_\_\_

q Particulate Matter \_\_\_\_\_

q By-Product(s) \_\_\_\_\_

m) Electrical (*List Voltages*)

q Guarded \_\_\_\_\_

q Unguarded \_\_\_\_\_

q Non-Routine Tasks \_\_\_\_\_

q Overhead Line \_\_\_\_\_

n) Biological \_\_\_\_\_

o) Ergonomic (*Circle*)

q Repetitive Motion Lifting \_\_\_\_\_ lbs.

Fingers q	Wrist q	Elbow q	Shoulder q	Ankle q	Knee q	Hip q
Other q						

q No Motion

Sitting q	Standing q	Time Frames-
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Eye Strain?    q Yes    q No

p) Food Safety

q Other-

6. ***Injury and Accident Data Used in Assessment (Outline)***

7. **PPE Selected (Circle)**. Maintain any data used to support the decision.

Safety Glasses q	Goggles q	Face Shield q	Safety Shoes q
Ear Muffs q	Ear Plugs q	Apron q	Protective Suit q
Respirator-Air Supplied q	Respirator-Cartridge q	Respirator-Dust q	Leather Gloves q
Chemical Gloves q	Bloodborne Gloves q	Other Gloves q	Hard Hat q
Bump Cap q	Special Electrical Equipment		
Other q			

8. Training Required: Production Equipment, Material Handling, Company Policy, and Injury Reports

q 29 CFR

q 49 CFR

q 40 CFR

9. Recommended Training To Reduce Risk

**Certification**

Name \_\_\_\_\_ Date \_\_\_\_\_

Name \_\_\_\_\_ Date \_\_\_\_\_

## Appendix I

Rubber insulating equipment meeting the following national consensus standards is deemed to be in compliance.

American Society for Testing and Materials (ASTM)

ASTM D 120-87, Specification for Rubber Insulating Gloves.

ASTM D 178-93 (or D 178-88), Specification for Rubber Insulating Matting.

ASTM D 1048-93 (or D 1048-88a), Specification for Rubber Insulating Blankets.

ASTM D 1049-93 (or D 1049-88), Specification for Rubber Insulating Covers.

ASTM D 105-90, Specification for Rubber Insulating Line Hose.

ASTM D 1051-87, Specification for Rubber Insulating Sleeves.

Standard electrical test methods considered as meeting this requirement are given in the following national consensus standards:

ASTM D 120-87, Specification for Rubber Insulating Gloves.

ASTM D 1048-93, Specification for Rubber Insulating Blankets.

ASTM D 1049-93, Specification for Rubber Insulating Covers.

ASTM D 1050-90, Specification for Rubber Insulating Line Hose.

ASTM D 1051-87, Specification for Rubber Insulating Sleeves.

ASTM F 478-92, Specification for In-Service Care of Insulating Line Hose and Covers.

ASTM F 479-93, Specification for In-Service Care of Insulating Blankets.

ASTM F 496-93b, Specification for In-Service Care of Insulating Gloves and Sleeves.

## Appendix J

### Training Verification

#### PERSONAL PROTECTIVE EQUIPMENT (PPE)

**Instructions:** Inform each employee whose job responsibilities and actions necessitate the use of PPE to ensure safe working conditions at a given location. Identify potential hazards associated with this job under the Source and Hazard columns. Select the appropriate, properly fitting PPE needed to prevent injury from each potential hazard. Document selection under the PPE column. Instruct the employee on donning, doffing, limitations, proper use and maintenance of the protective equipment. The appropriate section in the PPE policy is referenced for protective equipment selection.

**Please note:** Respiratory and back safety hazards should be assessed where and whenever necessary. This form may be used to assess and document these hazards as well. Do not assign respirators without following OSHA regulations.

Department \_\_\_\_\_ Location (s): \_\_\_\_\_

Source	Y/N	Hazard	*Affected body part	PPE
Impact				
Puncture/cut				
Compression				
Chemical (liquid, gas, or solid)				
Heat (burns, shock or stroke)				
Dust				
Noise				
Radiation				
Other:				
Other:				

\*Affected body parts may include, but are not necessarily limited to: head, eyes, face, arms, hands/fingers, legs, feet/toes, back, lungs.

**By signing below, I certify that training on the proper use of PPE has been conducted in regards to a specific location. I understand that retraining may be necessary in the future if the functions of this position change, or if deemed necessary.**

**Name of Employee** \_\_\_\_\_

**Signature of Employee** \_\_\_\_\_ **Date** \_\_\_\_\_

**Name of Assessor** \_\_\_\_\_

**Signature of Assessor** \_\_\_\_\_ **Date** \_\_\_\_\_