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Personal Protective Equipment (PPE) Policy

Purpose

Personal protective equipment (PPE) is the last means of protecting workers from injury. PPE is only employed when administrative and engineering controls are ineffective or insufficient. Hazards should be minimized by ensuring that all jobs are well planned, workers are properly trained, and safe work practices and safe job procedures are followed. PPE provides an additional degree of protection from injury. Hazard assessments of the workplace shall be made to determine if hazards are present, or are likely to be present, which necessitate the use of PPE.

Employees expected to wear Personal Protective Equipment (PPE) will be trained as follows:

- Exposures and how to identify them;
- Types of PPE to wear as protection from each exposure;
- When to wear them and their limitations;
- How to wear PPE properly; and
- How to care for, clean and properly store PPE.

Employees shall inspect all PPE prior to use. Any defects are to be reported to your supervisor. Defected PPE shall be replaced prior to starting any job.

Head Protection

Safety headwear is designed to protect the head from impact from falling objects, bumps, splashes from chemicals or harmful substances, and contact with energized objects and equipment.

Hard hats meeting the minimum requirements of the current ANSI Z89.1, Type I, Class E and Class G standards shall be worn by all employees when working on any active or inactive construction site, railroad right of way, state or municipal road right of way, on any site as required by client, while around any heavy equipment, or as determined necessary by a properly completed Task Hazard Analysis (THA).


Most head protection is made up of two parts:

- The **shell** (light and rigid to deflect blows)
- The **suspension** (to absorb and distribute the energy of the blow)

Both parts of the headwear must be compatible and maintained according to manufacturer's instructions. If attachments are used with headwear, they must be designed specifically for use with the specific headwear used. Bump caps or laceration hats are not considered safety helmets.

Employees shall;

- Replace headgear that is pitted, holed, cracked or brittle;
- Replace headgear that has been subjected to a blow even though damage cannot be seen;
- Remove from service any headgear if its serviceability is in doubt;

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- Replace headgear and components according to manufacturer's instruction;
- Consult regulations or your supplier for information on headgear.

Employees must never;

- Drill, remove peaks, alter the shell or suspension in any way;
- Use solvents or paints on the shell (makes the shell breakdown);
- Use any liner that contains metal or conductive material;
- Carry anything in the hard hat while wearing the hard hat.

Eye and Face Protection

This PPE is designed to protect the worker from such hazards as:

- Flying objects and particles,
- Molten metals,
- Splashing liquids,
- Ultraviolet, infrared, and visible radiation (welding).

Safety glasses meeting the minimum requirement of the current ANSI Z87.1 shall be worn by all employees when working on any active or inactive construction site, railroad right of way, state or municipal road right of way, on any site as required by client, while around any heavy equipment, or as determined necessary by a properly completed Task Hazard Analysis (THA).


There are two types of eye and face protection:

1. **Basic Eye Protection** includes:
 - Eye cup goggles,
 - Monoframe goggles and spectacles with side shields.
2. **Face Protection** includes:
 - Metal mesh face shields for radiant heat or hot and humid conditions,
 - Chemical and impact resistant (plastic) face shields,
 - Welders' shields or helmets with specified cover,
 - Filter plates and lenses.

Hardened glass prescription lens and sport glasses are not an acceptable substitute for proper, required industrial safety eye protection.

Comfort and fit are very important in the selection of safety eye wear. Lens coatings, venting or fittings may be needed to prevent fogging.

Contact lenses should NOT be worn at the work site. Contact lenses may trap or absorb particles or gases causing eye irritation or blindness. Hard contact lenses may injure the eye when hit.

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Basic eye protection should be worn with face shields. Face shields alone often are not enough to fully protect the eyes from work hazards. When eye and face protection is required, advice from special specialists, information on Material Safety Data Sheets (MSDS) for various chemicals, or your supplier will help you select such protection.

Employees shall;

- Ensure your eye protection fits properly (close to the face);
- Clean safety glasses daily, or more often if needed;
- Store safety glasses in a safe, clean, dry place when not in use;
- Replace pitted, scratched, bent and poorly fitted PPE. (Damages to face/eye protection interferes with vision and will not provide the protection it is designed to deliver.)

Employees must never;

- Modify eye/face protection;
- Use eye/face protection which does not have a proper certification. (Various markings or the safety stamp for safety glasses are usually on the frame inside the temple near the hinges of the glasses.) Must meet CSA Z94.3-92: Industrial Eye and Face Protectors.

Hand Protection

There are many types of gloves and made of many different types of materials, each with a specific application. Gloves will be worn as precaution from the following exposures:

- Chemicals - check the Material Safety Data Sheets (MSDS) for listed PPE required for safe handling
- Cuts
- Hot work

No glove can protect against all hazards so select the appropriate glove for the job.

Where there is risk of injury from glove entanglement in moving parts of machinery, employees shall not wear gloves and use other methods to protect their hands from injury exposure.


Foot Protection

Safety footwear is designed to protect against foot hazards in the workplace. Safety footwear protects against compression, puncture injuries, and impact.

Your choice of protective footwear should always overprotect, not under protect.

Safety toed boots meeting the minimum requirements of the current ASTM F2413 shall be worn by all employees when working on any active or inactive construction site, railroad right of way, state or municipal road right of way, on any site as required by client, while around any heavy equipment, while around any potential falling object or as determined necessary by a properly completed Task Hazard Analysis (THA).

Employees must never;

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- Wear defective safety footwear (i.e., exposed steel toe caps);
- Under protect your feet;
- Modify safety footwear.

Hearing Protection

Hearing protection will be made available to all employees exposed to sources of noise 85 dB or greater, as measured by a sound level meter or identified by the contracting company. In general, anytime someone must elevate their voice to be heard, hearing protection will be worn.

A Hearing Conservation Program shall be developed for workers who are exposed to sources of noise over 85 dB on a consistent basis.

High Visibility

A Class III shirt, vest or jacket shall be worn as the outer garment by all employees when working on any active or inactive construction site, railroad right of way, state or municipal road right of way, on any site as required by client, while around any heavy equipment, or as determined necessary by a properly completed Task Hazard Analysis (THA).