

## Personal Protective Equipment (PPE) Policy

---

At the time of hiring, \_\_\_\_\_ *company name* \_\_\_\_\_ will reviewed this policy with all new and returning workers and dependent contractors.

\_\_\_\_\_ *company name* \_\_\_\_\_ understands it is the employer's responsibilities to ensure their workers safety, through the provision of PPE, the ongoing maintenance of that PPE, the replacement of the PPE and any additional training in the safe use of any PPE provided to a worker.. That this policy should also reflect the responsibilities of the workers and supervisors and should cover the ***OHS Regulation Part 8: Personal Protective Clothing and Equipment, sections 8.2 – 8.10, General Requirements:***

### Workers Responsibilities:

- To provide clothing needed for protection against the natural elements,
- To provide general purpose work gloves and appropriate footwear including safety footwear,
- To provide safety headgear,
- To use the equipment in accordance with training and instruction,
- To inspect the equipment before use,
- To refrain from wearing protective equipment outside of the work area where it is required, and
- To report any equipment malfunction to the supervisor or employer.

### Employers Responsibilities:

- To provide at no cost to the worker, all other items of personal protective equipment required for any work task they are required to perform
- To ensure that a worker who wears personal protective equipment is adequately instructed in the correct use, limitations and assigned maintenance duties for the equipment to be used.

### Supervisor's responsibilities:

- To ensure the appropriate personal protective equipment is available to all workers,
- To ensure the appropriate personal protective equipment is properly worn when required, and
- To ensure appropriate personal protective equipment is properly cleaned, inspected, maintained, and stored

**Selection, use and maintenance:**

Personal protective equipment must be:

- Selected and used in accordance with recognized standards, and provide effective protection,
- Be compatible, so that one item of personal protective equipment does not make another item ineffective, and not in itself create an additional hazard to the wearer,
- Be maintained in good working order and in a sanitary condition.

**Personal clothing and accessories:**

The personal clothing of a worker must be of a type and condition, which it will not expose the worker to additional hazards.

I \_\_\_\_\_ *Workers Name* \_\_\_\_\_ have read the PPE policy of my employer. By signing this form, I agree to use the appropriate PPE in the situations described above and report any deficiencies in my PPE to my supervisor. I understand that specific PPE requirements are included in our company safe work procedures however additional PPE may be required based on a job task, employer requirements or as determined from the onsite hazard assessment.

Supervisor name: \_\_\_\_\_

Workers Name: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

All additional information on the specific items of PPE provided, can be found in sections 8.11 – 8.45:  
<https://www.worksafebc.com/en/law-policy/occupational-health-safety/searchable-ohs-regulation/ohs-regulation/part-08-personal-protective-clothing-and-equipment>



- SAFETY HEADGEAR** sections 8.11 – 8.13
- EYE AND FACE PROTECTION** sections 8.14 – 8.1
- LIMB AND BODY PROTECTION** sections 8.14 – 8.18
- FOOTWEAR** section 8.22 – 8.23
- HIGH VISIBILITY AND DISTINGUISHING APPAREL** sections 8.24 – 8.25
- BUOYANCY EQUIPMENT** sections 8.26 – 8.30
- FLAME RESISTANT CLOTHING** section 8.31
- RESPIRATORS** sections 8.32 – 8.45