

# **PERSONAL PROTECTIVE EQUIPMENT**

## **(PPE)**

**POLICY NUMBER:** RESERVED FOR FUTURE USE

**POLICY TYPE:** ADMINISTRATIVE

**RESPONSIBLE OFFICIAL TITLE:** ASSISTANT VICE PRESIDENT FOR FACILITIES MANAGEMENT

**RESPONSIBLE OFFICE:** OFFICE OF FACILITIES MANAGEMENT

**EFFECTIVE DATE:**7/21/2012

## **II. ENTITIES AFFECTED**

All University Faculty, Staff, and Students

## **III. AUTHORITY**

All University Departments are responsible for performing and documenting Hazard Assessment Surveys (HAS) in the work environment, thereby preventing faculty, staff or student member's exposure to known or foreseeable safety hazards. Installing appropriate engineering controls or guards is generally the first course of action to prevent such injuries from occurring. If such protection is not possible, personal protective equipment will be provided as appropriate.

## **IV. DEFINITIONS**

Hazard Assessment Survey (HAS): a walk through survey of work areas for the purpose of identifying sources of hazards to faculty, staff or students. Basic categories that should be considered include, but are not limited to: impact from flying objects, moving machinery or falling objects; penetration from sharp objects that can pierce the feet or cut hands; compression (roll over of loads or heavy materials); exposure to harmful dust or chemicals; exposure to high heat or temperature extremes; exposure to light (optical) radiation from welding operations or work with lasers and electrical hazards; and exposure to noise.

## **V. RESPONSIBILITIES**

Departmental Responsibility:

- Assistance and instruction is available from Safety and Environmental Compliance in determining whether or not the need exists for a HAS, conducting the HAS when determined appropriate, and determining the most appropriate Personal Protective Equipment (PPE) to prevent injuries as a result of exposure to safety hazards.
- Fit PPE to the faculty, staff or student member. Proper fit of PPE will ensure the equipment can provide the intended protection as well as encourage consistent use by the user because it fits comfortably.
- Purchase PPE that meet American National Standards Institute

(ANSI) certification. ANSI certification must be clearly marked by the equipment manufacturer on all safety PPE. The stamp of certification assures both the purchaser and the user that the equipment meets the necessary requirements.

- Train faculty, staff or student member when safety PPE needs to be used; how to properly don and remove PPE; how to inspect and care for PPE (cleaning and storage); limitation of PPE and when to remove defective PPE from service.

REVISION HISTORY

REVISION TYPE	MONTH/YEAR APPROVED
New Policy	7/21/2012
Choose an item.	
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