Compliance Made Simple Presents:

**Take 10... Effective Safety Committee Meetings in about 10 Slides**

Topic of the month: **Personal Protective Equipment**
**First things First:**

**Document Your Meeting Per Your States Requirements**

**Washington**

| Recordkeeping - PPE |

**Oregon**

| Recordkeeping - PPE |

**Montana**

| Recordkeeping - PPE |

**Alaska & Idaho:** There are currently no federal and/or state-specific requirements for safety committees in these states.
Why proper PPE use matters...

• According to OSHA, there are approximately 2 million disabling work related injuries every year in the United States;

• Of those, more than 1 in 4, involve injury to one’s head, eyes, hands, and feet;

• 90% of all workplace eye injuries are preventable with the use of proper safety eyewear;

• Still, the Bureau of Labor Statistics reports that workplace eye injuries cost employers nearly $1 billion in direct and indirect costs each year.

• More than 25% of workplace accidents involve hand and finger injuries;

• Of these injured workers, 70% were not wearing gloves and 30% were wearing the wrong glove for their application.
General PPE Requirements For Employers & Employees

1910.132(a) Protective equipment, including personal protective equipment for:

• Eyes,
• Face,
• Head, and extremities,
• Protective clothing,
• Respiratory devices, and
• Protective shields and barriers,

Shall be

• provided,
• used, and
• maintained in a sanitary and reliable condition
• wherever it is necessary by reason of hazards of processes or environment.
Safety Spotlight: PPE Use at Saws

In many lumberyards, the primary task that would require safety glasses using saws. Proper eye protection must always be used anytime these saws are used.

Can we answer YES on all of the following questions:

• Do we have signs (at all saws) requiring the use of safety glasses?
• Is this policy strictly enforced?
• Is there a spot at all saw where safety glasses are stored?
• If so, does this spot currently have safety glasses in it?
Eye protection ✓. But what about Hard Hats, Steel Toe Boots, Gloves, Ear Plugs... Do we have to use/require these?

It really depends upon whether you determine they are necessary. Here are the general rules:

- **Hard Hats** 1910.135(a) General requirements: Ensure that each affected employee wears a protective helmet where there is a potential for head injury from falling objects.

- **Foot Protection** 1910.136(a) General requirements: Each affected employee must use protective footwear where there is danger of:
  - Falling or rolling objects
  - Objects piercing sole
  - Feet exposed to electrical hazards

- **Gloves** 1910.138(a) General requirements: Appropriate hand protection required for employee hand exposure to hazards such as: Skin absorption of harmful substances
  - Severe cuts or lacerations
  - Severe abrasions
  - Punctures
  - Chemical burns
  - Thermal burns
  - Harmful temperature extremes

- **Earplugs** 1910.95(i) Hearing protectors: Hearing protectors (plugs or muffs) must be worn by workers exposed to an 8-hour time-weighted average of 85 decibels or greater and be workers who have experienced a threshold shift.
Committee Review: Employee PPE Training

Training on the proper use of PPE is a legal requirement, therefore do an assessment on whether you as a company has:

- Trained workers who are required to wear personal protective equipment on how to do the following:
  - When PPE is necessary
  - What PPE is necessary
  - How to properly don, doff, adjust, and wear PPE
  - Limitations of the PPE
  - Proper care, maintenance, useful life and disposal of the PPE

Workers must **demonstrate an understanding** of the training and the ability to use PPE properly before being allowed to perform work requiring the use of PPE.

Also needed: Written documentation verifying that each employee has received and understood the required training, containing:

- Name of each employee trained
- Date(s) of training
- Subject of the certification
Safety Committee Discussion: Do we need to *retrain*?

The need for retraining an employee should arise whenever:

- An employee's work habits or knowledge indicates a lack of the necessary understanding, motivation, and skills required to use the PPE (i.e., uses PPE improperly)
- New equipment is installed.
- Changes in the work place make previous training out-of-date
- Changes in the types of PPE to be used make previous training out-of-date
Company Procedure Review: Do we know who is responsible/designated to do the following...

1. Conducting workplace hazard assessments to determine the presence of hazards which necessitate the use of PPE.
2. Selecting and purchasing PPE.
3. Reviewing, updating, and conducting PPE hazard assessments whenever:
   • A job changes
   • New equipment is used
   • There has been an accident
   • A supervisor or employee requests it
   • Or at least every year
4. Maintaining records on hazard assessments.
5. Maintaining records on PPE assignments and training.
6. Providing training, guidance, and assistance to supervisors and employees on the proper use, care, and cleaning of approved PPE.
7. Periodically re-evaluating the suitability of previously selected
8. Reviewing, updating, and evaluating the overall effectiveness of PPE use, training, and policies.
Resources:

OSHA Health & Safety Guide: PPE

OSHA PPE General Factsheet

WA L&I: PPE Guide

OR PPE Hazard Assessment Guide

AK PPE Quick Reference Sheet

PPE Safety Video: An Overview of the Basics: (15:23)