

LINN BENTON COMMUNITY COLLEGE

PERSONAL PROTECTIVE EQUIPMENT PROGRAM

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I. PURPOSE

In compliance with the OSHA General Duty Clause, Section 5(a)(1), Linn Benton Community College (LBCC) has developed the Personal Protective Equipment Program (PPE) to provide and ensure the safety of its employees when there may be exposure to physical or health hazards in the workplace and such hazards may not feasibly be controlled, eliminated, or reduced to a safe level through administrative or engineering controls. PPE is designed to protect employees from serious injuries or illnesses resulting from contact with chemical, radiological, physical, electrical, mechanical, or other workplace hazards. OSHA general industry rules relating to PPE include:

- 29 CFR 1910.132 PPE: General Requirements
- 29 CFR 1910.133 Eye and face protection
- 29 CFR 1910.134 Respiratory protection (covered in LBCC's [Respiratory Protection Plan](#))
- 29 CFR 1910.135 Head Protection
- 29 CFR 1910.136 Foot Protection
- 29 CFR 1910.138 Hand Protection
- 29 CFR 1910.95 Occupational Noise Exposure (covered in LBCC's [Noise Exposure & Hearing Conservation Program](#))
- 29 CFR 1910.120(c) and (g) HazWoper
- 29CFR 1926.500-1926.503 & 29CFR 1910, 437-002-0134(5) Fall Protection & Walking/Working Surfaces (covered in LBCC's [Fall Protection Program](#))

A hazard assessment is done to determine if hazards are present, or likely to be present, that would require the use of PPE. If determined to be necessary, the supervisor must:

- Select and have each affected employee use the PPE that will protect him/her from the hazards identified;
- Communicate selection decisions to each affected employee; and
- Select PPE that properly fits each affected employee.

II. SCOPE

The Personal Protective Equipment Program applies to all employees, student workers, and volunteers who work in areas where hazards have been determined to be, or likely to be, present and cannot be controlled or reduced to a safe level with administrative or engineering controls. All affected persons are required to comply with the LBCC PPE Program and wear the designated personal protective equipment.

III. DEFINITIONS

- *Personal Protective Equipment*: Equipment worn by the employee to prevent injury or occupational illness wherever hazards from processes, equipment, or materials used cannot be contained or eliminated.
- *National Institute of Occupational Safety and Health (NIOSH)*: NIOSH has established specific PPE equipment standards for respiratory protection that OSHA has incorporated in its rules. Employers must select only NIOSH approved equipment based on the type of hazard.

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- *Environmental Protection Agency (EPA)*: The EPA regulates the use of PPE for pesticide applications, emergency response to release or spill of hazardous substances, and for protection against exposure to uses of hazardous substances.
- *American National Standards Institute (ANSI)*: ANSI has developed specifications for various types of PPE such as gloves, footwear, eyewear, and headwear and for measuring PPE effectiveness and quality.
- *American Society for Testing and Materials (ASTM)*: The ASTM has developed specifications for electrical equipment and associated PPE. Several of the industry standards from ANSI and ASTM have been incorporated in OSHA rules by reference.

IV. RESPONSIBILITIES

A. LBCC Administration

- Provide commitment, leadership, and financial resources to support this program and reasonable assurance that all provisions of PPE program are met.
- Establish and approve the policy and procedures for the Personal Protective Equipment Program at LBCC.
- Comply with OSHA regulations that apply to the LBCC workplace.

B. Supervisors

- Assess the workplace for hazards which necessitate the use of PPE.
- Select the appropriate PPE to protect employees as they perform their duties and provide it for employees. LBCC will also replace worn or damaged PPE. LBCC will not pay for replacement if the PPE is lost or intentionally damaged by the worker.
- Communicate to workers the location and/or presence of hazards specific to the environment and the PPE to use.
- Train employees concerning each type of PPE before allowing them to perform work using it.
- Follow up daily to ensure PPE is worn and being used appropriately.

C. Affected Employees

- Participate in training appropriate to your job duties and follow policies and procedures in this program.
- Know the hazards associated with your job and the appropriate PPE used to mitigate potential injury or illness due to those hazards.
- Wear and care for the designated PPE.

D. Safety & Loss Prevention

- Assist departments in obtaining evaluation of potential workplace hazards, facilitate employee training, make necessary program revisions, and provide updates to affected employees.
- Facilitate the provision of PPE, as needed.

V. STEPS TO EFFECTIVE WORKER PROTECTION

1. **Hazard Assessment** (use Appendix A, PPE Written Assessment Form)

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OSHA standards section 1910-132(d)(1) requires that employers “assess the workplace to determine if hazards are present, or are likely to be present, which necessitate the use of personal protective equipment.”

Supervisors must consider all the potential hazards with a head-to-toe assessment. Think about falling objects, chemical exposures, flying objects, sharp objects, cutting objects, and rolling or pinching objects. The hazard assessment must be a written certification identifying:

- The area/workplace evaluated;
- The date of the assessment;
- The person performing the assessment;
- The PPE selected

2. Equipment Selection

What protections are needed to mitigate injury due to hazards identified? Hard hats, safety glasses and goggles, respirators, gloves, safety shoes, and other clothing and equipment may be suitable protection for the hazard/s present. Section 1910.132(d)(1) of the OSHA standards indicates that the supervisor must:

- Select, and have employees use the type of PPE that will protect them from the hazards identified.
- Communicate to employees the selection decisions, how to obtain needed PPE, and where to keep/store PPE.
- Select properly fitting PPE for each affected employee

LBCC will provide required PPE for employees with the following exceptions:

- Non-specialty safety-toe protective footwear that is permitted to be worn off LBCC grounds.
- Non-specialty prescription safety eyewear permitted to be worn off LBCC grounds.
- Shoes or boots with built-in metatarsal protection that the employee chooses instead of those provided by LBCC.

3. Training

Section 1910.132(f)(1) requires that employees train on each type of PPE they are required to use before performing any work that uses the equipment. The training must indicate:

- When PPE is necessary;
- What PPE is necessary;
- How to put on, adjust, and wear the designated PPE;
- Limitation of the PPE; and
- Proper care, maintenance, use life, and disposal of the PPE.

Retraining is required when there are changes to the PPE that makes prior training obsolete, when the type of PPE needed changes, or when worker knowledge appears inadequate or use of the PPE is not appropriate.

PPE training is provided on the LBCC e-learning interface and each course can be linked from the Safety Training Matrix found at

<https://www.linnbenton.edu/faculty-and-staff/college-services/public-safety-emergency-planning-ehs/safety-training/>.

4. Follow Up

Daily monitoring is necessary to ensure workers are complying with proper use of designated PPE and to adherence to this PPE program.

VI. METHODS OF COMPLIANCE

A. Head Protection:

1. Hard hats are to be used to protect the head from flying objects, impact, and electrical shock. Hard hats used at our work operations will meet ANSI standards for the job task.
2. Hard hats shall be used in the following jobs:
 - a. By all employees when overhead hazards are present. This includes when working under floor openings or walkways. Working in areas with low ceilings or protruding objects.
 - b. While working around construction or maintenance field projects or equipment.
 - c. Working outside and around heavy equipment
 - d. Working inside a confined space below ground level

B. Hearing Protection: (See LBCC's [Noise and Hearing Conservation Program](#) for additional information.)

1. Earmuffs and earplugs are used to protect against hazardous noise levels when noise exposure levels cannot be adequately controlled by various engineering controls.
2. For help in finding resources for hearing protective devices, contact the Safety & Loss Prevention Director or Assistant Director of HR.
3. If earmuffs are worn, temple bars of glasses will interfere with the seal of the ear piece. As a result, ear plugs should be worn by those required to wear safety glasses or glasses with corrective lenses.

C. Eye & Face Protection:

1. Eye and face protection is to be worn where there is a reasonable probability of injury to the eyes and face from flying objects, glare, harmful liquids, or injurious light, such as arc welding flash.
2. Eye protection needs to meet the following criteria based on Safety Regulations:
 - a. Provide adequate protection against the particular hazards for which they are designed.
 - b. Provide reasonable comfort and shall not unduly interfere with the movements of the wearer.

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- c. Be durable.
 - d. Be capable of being cleaned easily.
 - e. Be kept in clean and good repair.
 - f. The specific type of eye and face protection needed depends on the type of hazard.
 - i. Particle hazards from grinding/chipping require safety glasses with side shields.
 - ii. Liquid splash hazards require chemical splash goggles or safety glasses with a face shield.
 - iii. Gas welding requires welding goggles.
 - iv. Face protection is worn when liquid splashes or significant particle matter could impact the face and cause injury.
3. Safety Glasses must be worn when an eye hazard exists.

D. Respiratory Protection: (See LBCC's [Respiratory Protection Program](#) for additional information.)

1. When employees perform tasks in air contaminated with harmful dusts, fogs, fumes, mists, gases, smokes, sprays, and vapors, a NIOSH approved respirator appropriate to the hazard exposure will be used in accordance with LBCC's Respiratory Protection Program.
2. Each employee required to wear a respirator shall wear an approved and selected respirator, properly fitted, at all times while performing the hazardous work task.
3. Medical evaluations are required for all LBCC employees who wear a respirator for College activities or instructional programs. These medical evaluations determine the individual's medical and physical ability to wear and use a respirator, and must be conducted prior to the employee being fit-tested or using the respirator on the job.
4. Respirator fit testing is used to test how well the tight fitting respirator face piece seals against the face. The wearer must be fit-tested with the same make, model, style, and size respirator that will be used prior to initial use of the respirator and at least annually thereafter during their time at LBCC.

E. Hand Protection:

1. Hand protection is worn to protect the hands from mechanical injury due to friction, heat, shearing/cutting actions, and for protection against chemicals.
2. Chemical protective gloves are selected based on the type of rubber/plastic material which affords proper protection against specific chemical used. The selection will be made by the supervisor and/or Safety Officer.
3. Chemical protective gloves will be worn when there is skin contact with the following chemicals:
 - a. Solvents contact

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- b. Skin contact with any corrosives
- c. Chemical spill clean-up
4. Mechanical protective gloves will be worn when employees are exposed to wood splinters, friction, sharp metal edges, hot or cold materials, and moving heavy objects. Gloves will be available in the use areas.

F. Foot Protection:

1. Special foot protection is necessary when there is a potential for foot injury, or slipping, or when the feet may become wet due to the work environment. Your supervisor will work with employees who may have job assignments regarding special footwear.
2. The following footwear is expected to be worn:
 - a. Leather work boot when working on or around equipment.
 - b. Heavy duty leather work boot with non-steel toe when working around electrical equipment where arc flash potential exists
 - c. Safety steel toes when there is a hazard from dropping heavy objects.
 - d. Rubber boots when exposed to wet conditions
3. The shoe policy will be periodically reviewed by the Safety Committee to ensure that appropriate footwear is used preventing foot injuries.

G. Fall Protection: (See LBCC's [Fall Protect Program](#) for additional information.)

1. When it is not feasible to use physical barriers to protect employees from falls, personal protective equipment (PPE) shall be used in accordance with LBCC's Fall Protection Program
2. Prior to beginning work, the walking/working surface must be assessed for fall hazards.
3. Fall protection must be installed or put on prior to entering the elevated work area or platform, and for personal fall protection devices, must be worn at all times when working.
4. Employees who perform work activities on elevated surfaces (>6-ft.) must be trained on proper fall protection techniques, equipment, and hazard identification. Fall protection training is available online at the LBCC e-learning web page under LBCC Sites/LBCC Safety Training.

VII. REFERENCES

- 29 CFR 1910.132 PPE: General Requirements
- 29 CFR 1910.133 Eye and face protection
- 29 CFR 1910.134 Respiratory protection
- 29 CFR 1910.135 Head Protection
- 29 CFR 1910.136 Foot Protection

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- 29 CFR 1910.138 Hand Protection
- 29 CFR 1910.95 Occupational Noise
- 29 CFR 1910.120(c) and (g) HazWoper
- 29CFR 1926.500-1926.503 & 29CFR 1910, 437-002-0134(5) Fall Protection & Walking and Working Surfaces

Appendix A

PERSONAL PROTECTIVE EQUIPMENT WRITTEN ASSESSMENT FORM

PERSONAL PROTECTIVE EQUIPMENT HAZARD ASSESSMENT

Work Operation/Job Classification: _____

PPE Selection	Type of Hazard	
	Physical	Chemical

Eye/Face

PPE Selected _____

Head

PPE Selected _____

Respiratory

PPE Selected _____

Hand & Arm

PPE Selected _____

Foot

PPE Selected _____

Body & Leg

PPE Selected _____

Additional Comments:

This certifies that a hazard assessment identifying the PPE needs for the listed job position was completed. Any questions about the assessment should be directed to the Safety Officer.

HAZARD ASSESSMENT PERFORMED BY (Name/Title)

DATE