

ADMINISTRATIVE POLICY

The online version of this policy is official.
Therefore, all printed versions of this
document are unofficial copies.

PERSONAL PROTECTIVE EQUIPMENT POLICY

Employees are provided with appropriate Personal Protective Equipment (PPE) determined to be necessary to safely perform required job functions. CMCSS has developed a program directed at providing a standard guideline relative to the training, use, selection, storage and disposal of PPE. Please refer to [RSK-PRO6](#) for further details regarding the Personal Protective Equipment Program. In conjunction with effective engineering and work practice controls, PPE will minimize risk of injury or acute/chronic health effects from exposure to chemical, physical, thermal or biological agents.

All PPE will be of safe design and construction for the work to be performed and be in conformance with applicable ANSI, CSA, OSHA or other regulatory standard. Defective or damaged PPE will not be used. Authorized purchasers for departments will not deviate or substitute from the manufacturer, type, size, and other prescribed amenities associated with the PPE identified in the hazard assessment. The Safety and Health Department and Department Supervisor are consulted prior to performing PPE trials, changes or substitutions. Each Department Supervisor develops general PPE requirements. These general PPE requirements are explicitly posted in plain view of the general employee population, visitors and contractors.

It is the responsibility of the employee to inform the Department Supervisor if additional PPE is needed to safely perform job duties. It is the responsibility of the Department Supervisor to ensure that all new employees are given the necessary PPE required to perform job duties safely. If an employee fails to/refuses to use PPE provided, any injury that results will not be covered as an OJI claim. Refer to [OJI-PRO1](#).

Associated Documents: Employee Safety Policy [RSK-A001](#)
OJI Program [OJI-PR01](#)
Personal Protective Equipment Program [RSK-PRO6](#)

Revision History:

<u>Date:</u>	<u>Rev.</u>	<u>Description of Revision:</u>
12/12/05		Initial Release
4/13/09	A	Add reference to RSK-A001, add third paragraph and Associated Documents
4/11/11	B	Added link to RSK-PRO6, removed incorrect name of program in first paragraph, Added Department "Supervisor" to second paragraph. Changed name of RSK-A001 and added RSK-PRO6 in Associated Documents
5/14/12	C	Added OSHA to first sentence of second paragraph.
4/2/15		Reviewed, no changes (except logo)
12/13/16		Changed Risk Management/Safety Department to Safety and Health Department.

*** End of Policy ***