

PERSONAL PROTECTIVE EQUIPMENT SAFE WORK PROCEDURE

DO NOT use any equipment unless you have been instructed on its safe use and operation and have been given permission

PERSONAL PROTECTIVE EQUIPMENT



Clothing is appropriate for the job. Close fitting & no cords.



Sturdy footwear must be worn at all times in work areas.



Long and loose hair must be contained.



Rings and jewellery must not be worn when working with any moving parts.



Ensure you are aware of the location of the First Aid Kit



SAFETY CHECKS

- ✓ Remove jewellery and loose clothing and tie up long hair to prevent injury.
- ✓ Check Personal Protective Equipment before use. Do not use if damaged or broken.

OPERATIONAL SAFETY CHECKS

- ✓ Make sure the Personal Protective Equipment has been checked, maintained and meets safety standards.
- ✓ Appropriate Protective clothing is worn.
- ✓ The Personal Protective Equipment supplied will be fit for purpose and meet required safety standards.
- ✓ Make sure you are trained and follow instructions on the use of Personal Protective Equipment.

ENDING OPERATIONS AND CLEANING UP

- ✓ All Protective Equipment must be returned to correct storage location and in a clean and tidy condition after use.
- ✓ Any damage to PPE must be reported to Owners / Managers as soon as practical. If PPE damage prevents safe operation of equipment or danger to operator, task being undertaken must cease immediately until PPE can be replaced and it is safe to continue.
- ✓ The use of Personal Protective Equipment will be explained during Employee Induction and/or ongoing staff training, as applicable. Personal Protective Equipment will be checked quarterly / six monthly by..... Any damaged items will be repaired or replaced as necessary.

POTENTIAL RISKS AND INJURIES

- ⓘ Eye & face injuries.
- ⓘ Tripping, slips and falls.
- ⓘ Crushing risks.
- ⓘ Cuts and abrasions.
- ⓘ Electric shock.
- ⓘ Repetitive strain injuries.
- ⓘ Hair/clothing getting caught in moving machine parts.
- ⓘ Noise.
- ⓘ Sharp edges.
- ⓘ Burns.
- ⓘ Entanglement – hair, loose fitting clothing.
- ⓘ Rings, jewellery.

DON'T

- ✗ Do not use faulty equipment. Immediately report suspect equipment.
- ✗ Attempt to operate any equipment if you are not trained.

This does not necessarily cover all possible risks associated with this equipment and should be used in conjunction with other references. It is designed as a guide to be used to compliment training and as a reminder to users prior to equipment use.

This information is referenced from material published in manufacturers operating guides