# Job Hazzard Assessment for Personal Protective Equipment (PPE)

[WAC 296-800-160](https://apps.leg.wa.gov/WAC/default.aspx?cite=296-800-160)

## PERSONAL PROTECTIVE EQUIPMENT HAZARD ASSESSMENT, TRAINING

The purpose of this document is to provide a checklist worksheet to assist the user to do a hazard assessment for personal protective equipment (PPE) and to provide employee training guidance.

## PERSONAL PROTECTIVE EQUIPMENT

WAC 296-800-160 ensures that your employees have, use, and care for the appropriate personal protective equipment. PPE is an item or items used to protect the eyes, face, head, body, arms, hands, legs, and feet such as goggles, helmets, head covers, gloves, rubber slickers, disposable coveralls, safety shoes, protective shields and barriers.

WAC 296-800-16005 requires the employer to do a hazard assessment for PPE. You must look for and identify hazards or potential hazards in your workplace and determine if PPE is necessary on the job. PPE should be used after all other reasonable means of reducing hazards have been carried out. You should first take steps to get rid of all identified hazards by considering other ways to get the job done, reduce hazardous materials or processes, and by applying engineering controls to reduce or eliminate hazards.

WAC 296-800-16010 requires written documentation of the assessment (paper or electronic format) that identifies the name and address of the workplace evaluated; the person certifying that the evaluation was done; and the date(s) of the hazard assessment. The enclosed “Hazard Assessment Checklist Worksheet” will satisfy the written requirement.

## TRAINING

WAC 296-800-16025 requires that the employer provide training to each employee who is required to use PPE. Each employee must be trained to know at least the following:

* When PPE is necessary;
* What PPE is necessary;
* How to properly put on, take off, adjust, and wear PPE;
* The limitations of the PPE and;
* The proper care, maintenance, useful life, and disposal of the PPE.

Each affected employee must demonstrate an understanding of the training specified and the ability to use PPE properly, before being allowed to perform work requiring the use of PPE.

WAC 296-800-16030 requires retraining when: Changes in the workplace make previous training obsolete; or when changes in the types of PPE to be used make previous training obsolete; or when an affected employee’s knowledge of assigned PPE or work habits indicate that the employee has not retained the necessary understanding, skill, or motivation to use PPE.

WAC 296-800-16035 requires that the employer document in writing that each affected employee has received and understood the required training. Documentation must include the name of each employee trained, the date(s) of training, and subject of the training. A sample “Training Documentation Form” can be found in the Resource Section of the WISHA Safety & Health Core Rules on page R-27. This form can be copied, or you can create your own.

## PPE EMPLOYEE TRAINING OUTLINE:

* When is PPE necessary?
* What PPE is necessary.
* What are the limitations of the PPE selected for this operation?
* How to properly put on, take off, adjust, and wear; demonstration of employee use and understanding of PPE.
* How to care for PPE.
* How to maintain PPE in useful condition.
* Cleaning procedures.
* Storage of PPE.
* How to inspect PPE, and when does it need to be repaired or thrown away.
* Defective or damaged PPE must not be used.

# Sample Personal Protective Equipment (PPE) Hazard Assessment

(This will be the written certification of the PPE hazard assessment required by WAC 296-800-16010.)

**Hazard Key Body Part Key PPE Required**

1) Cut a) Head I) Hardhat

2) Abrasion b) Face II) Chemical Goggles

3) Burn c) Eye III) Safety Glasses

4) Fall d) Ear IV) Ear Plugs

5) Flying Object e) Respiratory V) Ear Muffs

6) Noise f) Trunk VI) Body Harness

7) Flying Particles g) Arm VII) Gloves (specify)

8) Inhalation h) Hand VIII) Shoes/Boots (specify)

9) Slip i) Finger IX) Respirator

10) Splash j) Leg X) Other \_\_\_\_\_\_\_\_\_\_

11) Other \_\_\_\_\_\_\_\_\_\_\_\_ k) Foot

l) Toe

m) Other \_\_\_\_\_\_\_\_\_\_

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| **Activity/Tool** | **Potential Hazards** | **Body Parts** | **PPE Required** | **Safe Practices** |
| Grinding | 1, 2, 3, 5, 6, 7, 8 | a, b, c, d, e, g, h, i | III, IV or V, IX if required | No gloves - caught in wheel  Good ventilation  Long sleeves  Inspect machinery  Guards in place  Wheels tight and in good condition  Cord not frayed |
| Welding | 1, 2, 3, 7 8 | a through l | Welding hood  Welding gloves  Welding lens  Leather boots | Good ventilation  Long sleeves  Fire watch  Inspect cord and leads  Properly secure materials |
| Cutting Torch | 1, 2, 3, 7 8 | a through l | III  (Leather boots) | Good ventilation  Long pants and sleeves  Fire watch  Inspect hoses and torch  Gas bottles secured  Properly secure materials |
| Huck Install and/or removal | 1, 5, 6 | a, h | III, IV, VII (cloth/leather) | Be aware of flying particles, sharp edges, pinch points |
| Tire work | 5, 6, 7, 12 (crush) | a, f, h, j, k | III, IV, VIII (steel toed boots) | Use tire cage  Be aware of dust particles, broken studs  Inspect air line  Keep tire and wheel balanced |
| Fluid changes | 1, 4, 7, 10, 11 | a, h | III, VIII (leather boots) | Be aware of splashing hot fluids  Clean spill immediately |
| Brake/suspension repair | 1, 7, 8, 12 (crush) | a, e, f, g, h, j, k | III, VIII (steel toed boots) | Good ventilation  Be aware of dust particles and sharp edges  Use a wet process |
| Jacks | 12 (crush) | a, e, f, g, h, j, k | VIII (steel toed boots) | Use proper blocking  Do not overload jack  Use wheel chocks |

# Sample Personal Protective Equipment (PPE) Hazard Assessment

(This will be the written certification of the PPE hazard assessment required by WAC 296-800-16010.)

Company Address

Date Job or location

Person(s) doing and certifying assessment

**HAZARD ASSESSMENT CHECKLIST WORK SHEET**

**Hazard Key Body Part Key PPE Required**

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