

Workplace Hazard Assessments / Personal Protective Equipment (PPE)



WORKPLACE HAZARD / PERSONAL PROTECTIVE EQUIPMENT (PPE) ASSESSMENTS

Introduction

The Occupational Safety and Health Administration Title 29, *Code of Federal Regulations* (CFR), Part 1910.132, requires employers to assess the workplace to determine if hazards are present, or likely to be present, which would necessitate the use of PPE. If such hazards are present, or likely to be present, PPE must be selected for all affected employees along with training on the selected equipment. Hard hats, goggles, safety glasses, faces shields, earplugs, steel-toed shoes, dust masks, and respirators are all forms of PPE.

A written certification must verify that a hazard assessment has been completed. The attached Workplace Hazard PPE Assessment form will serve as the written certification. Use this instructional sheet to assist in completing the attached Workplace Hazard Assessment form.

Sources of Hazards

Take the following steps to assess the need for PPE at a worksite or for a particular task. Conduct a walk-through survey to identify sources of hazards to workers. Basic hazard categories include, but are not limited to:

- **Impact**—Examples: Working with or around powered tools or machinery. Use of powered liquid sprayers, air hammers, compressed air, or working in areas with high air turbulence where particles, fragments or chips are present. Working in areas where overhead hazards, falling hazards or moving hazards are present.
- **Cuts/penetration**—Examples: Working with or around powered tools or equipment. Working with glass, wire, metal, sharp objects or other materials that can cut or pierce when broken or fragmented.
- **Compression** (pinching/crushing/roll-over)—Examples: Working with or around moving equipment, or parts. Exposure to falling objects. Use of heavy equipment or tools that could cause compression injuries, etc.
- **Thermal** (Hot/Cold)—Examples: Operating furnaces, pouring and casting hot metal, welding. Working on steam, refrigerant, high temperature systems, etc. Working with cryogenic materials. Working in temperature extremes (e.g., steam tunnels, freezers, extended work outdoors in winter, etc.
- **Light** (optical) **radiation**—Examples: Electric arc or gas welding, cutting, or torch brazing or soldering. Working with or around lasers. Working around UV radiation.
- **Chemical**—This is a broad category which may include chemicals ranging from slightly irritating (such as cleaning products) to highly corrosive or toxic substances used in

laboratories or industrial settings. Examples: Working with carcinogens, mutagens, or teratogens. Evaluate all material safety data sheets.

- **Biological**—Examples: Working with human pathogens or materials that may be contaminated with infectious human pathogens.
- **Electrical**—Example: Working on or around energized lines or equipment.

Complete the Workplace Hazard Assessment Form

Enter the information gathered during the walk-through survey in the following form. Using the form, make an assessment of the real and potential hazards associated with each risk.

Selection of PPE

Once the hazards of a workplace or task have been identified, the individual performing the hazard assessment must evaluate the suitability of the PPE presently used. As necessary, new or additional equipment must be selected which ensures a level of protection greater than the minimum required to protect employees from the hazards. Consideration must be given to comfort and fit of PPE in order to ensure that it will be used.

ANSI Standards for PPE

Newly purchased PPE must conform to the updated American National Standards Institute (ANSI) standards that have been incorporated into the OSHA regulations, as follows:

- **Eye and face protection**—ANSI Z87.1-1989
- **Head protection**—ANSI Z89.1-1986
- **Foot protection**—ANSI Z41-1991
- **Hand protection**—There are no ANSI standards for gloves. However, selection must be made based on the performance characteristics of the glove in relation to the tasks to be performed. Manufacturer information should be reviewed to ensure that adequate protection will be provided for the work to be performed.

Respiratory and Hearing Protection

This workplace inspection is not meant to include respiratory or hearing protection since the need for these are established through monitoring and/or sampling and the establishment specific programs. However, if work sites are suspected to have high levels of airborne contaminants that are not eliminated by engineering controls (ventilation, fume hoods, etc.) or if employees must work in very noisy environments, there may be reason for concern. Please check the appropriate boxes on the assessment form for additional consultation.

If you have any questions or need assistance in completing the forms, please contact the Safety, Regulatory and Environmental Compliance Section in the Office of Facilities Management.

School Emergency Response Plan and Management Guide
Workplace Hazard Assessments/Personal Protective Equipment (PPE)

Instructions: Use this form to help identify PPE required within each work location. Multiple forms may be used, as needed, to include all work areas or job functions within each area of concern. Use the Assessment list to complete the form. **If no apparent hazards exist, check "Other" and write "None."**

Workplace Hazard—Personal Protective Equipment (PPE) Assessment Form						
School/Department:		Job Function/Activities:				
Office/Shop:						
Work Location(s):						
Hazards Present (check all that apply)	Describe Hazards (e.g., work with glass, arcs from welding, work on steam lines, etc.)	Personal Protective Equipment To Consider (complete appropriate boxes with the specific PPE required, e.g., hard hats, goggles, safety glasses, face shields, earplugs, steel-toed shoes, etc.)				
		Eye	Hand	Head	Clothing	Foot
<input type="checkbox"/> Impact						
<input type="checkbox"/> Cuts/Penetration						
<input type="checkbox"/> Pinch/Crush/Roll Over						
<input type="checkbox"/> Thermal (Hot/Cold)						
<input type="checkbox"/> Light (optical) Radiation						
<input type="checkbox"/> Chemical						
<input type="checkbox"/> Biological						
<input type="checkbox"/> Electrical						
<input type="checkbox"/> Other						
<input type="checkbox"/> Check here if sound pressure level (+85db/8hr) exposure monitoring should be considered for this job function or activity.						
<input type="checkbox"/> Check here if dust (harmful or nuisance) level exposure monitoring should be considered for this job function or activity.						

Assessment completed by: _____ Title: _____ Phone: _____

Signature: _____ Date: _____

Return completed forms to the Safety, Regulatory and Environmental Compliance Section.