

D & M Painting
© 2015 PERSONAL PROTECTIVE EQUIPMENT
SAFETY PLAN

D & M Painting
1759 North Batavia Street
Orange, CA 92865

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<u>INDEX PERSONAL PROTECTIVE EQUIPMENT SAFETY PLAN</u>	PAGE #
<u>1. PERSONAL PROTECTIVE EQUIPMENT SAFETY PLAN</u>	3
<u>2. COMPANY RESPONSIBILITIES</u>	4
<u>3. COMPANY PROCEDURES</u>	4-5
<u>4. HAZARD ASSESSMENTS</u>	6
<u>5. SELECTION OF PERSONAL PROTECTIVE EQUIPMENT (PPE)</u>	7-8
<u>6. TRAINING FOR PERSONAL PROTECTIVE EQUIPMENT (PPE)</u>	8-9
<u>7. CARE OF PERSONAL PROTECTIVE EQUIPMENT (PPE)</u>	9
<u>8. PERSONAL PROTECTIVE EQUIPMENT SPECIFICATIONS</u>	9-10
<u>9. EYES AND FACE PROTECTION</u>	10-11
<u>10. EYES AND FACE SPECIFICATIONS</u>	11
<u>11. DESCRIPTIONS AND USE OF EYES AND FACE PROTECTORS</u>	12-13
<u>12. EMERGENCY EYEWASH FACILITIES</u>	13
<u>13. HEARING PERSONAL PROTECTIVE EQUIPMENT</u>	13-14
<u>14. ISSUANCE OF HEARING PROTECTIVE DEVICES</u>	14
<u>15. HEARING PROTECTIVE PERFORMANCE INFORMATION</u>	14-16
<u>16. MAINTENANCE OF HEARING PROTECTIVE DEVICES</u>	16-17
<u>17. RESPIRATORY PROTECTION</u>	17-18
<u>18. HEAD PROTECTION</u>	18-19
<u>19. HAND PROTECTION</u>	19-20
<u>20. SAFETY SHOES</u>	20-22
<u>CRITERIA FOR HAZARD ASSESSMENT</u>	23-25
<u>PERSONAL PROTECTIVE EQUIPMENT & CLOTHING</u>	26
<u>SELF AUDIT SAFETY QUESTIONS</u>	27-29

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PERSONAL PROTECTIVE EQUIPMENT SAFETY PLAN

1. PERSONAL PROTECTIVE EQUIPMENT SAFETY PLAN

1. The purpose of this plan is to protect our employees by ensuring that Personal Protective Equipment (PPE) is provided, used, and maintained in a sanitary and reliable condition whenever it is necessary due to hazards from processes or in the work environment.
2. To the extent that it is possible and feasible, D & M Painting will remove or eliminate hazards or exposures through engineering controls.
3. The primary methods used by D & M Painting will be to eliminate or minimize hazard exposure in the workplace.
4. When such controls are not practical or applicable, personal protective equipment will be employed to reduce or eliminate personnel exposure to hazards.
5. Protective clothing will be provided whenever it is necessary by reason of hazards, processes or environmental conditions.
6. D & M Painting requires that protective clothing be used when chemical hazards, radiological hazards, or mechanical irritants are encountered in a manner capable of causing injury or impairment through absorption, inhalation, or physical contact.
7. Personal protective equipment (PPE) will be provided, used, and maintained when it has been determined that its use is required and that such use will lessen the likelihood of occupational injuries and/or illnesses.
8. The Safety and Health Manager will recommend and/or provide necessary protective equipment where there is a reasonable probability that the use of the equipment will prevent or reduce the severity of injuries or illness.

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2. COMPANY RESPONSIBILITIES

1. D & M Painting 's Safety and Health Manager will be responsible for assessing the hazards and exposures that may require the use of PPE, determining the type of equipment to be provided, and purchasing the equipment. Input from the Safety and Health Manager, supervisors, and employees will be obtained and considered in selecting appropriate equipment.
2. D & M Painting 's Safety and Health Manager and supervisors will be responsible for training employees in the use and proper care of PPE, ensuring that all employees are assigned appropriate PPE, and ensuring that PPE is worn by employees when and where it is required.
3. Employees are responsible for following all provisions of this plan and related procedures. They are expected to wear PPE when and where it is required.
4. This plan covers eye and face protection, head protection, foot protection, hand protection, and electrical protection. Respiratory hazards and hearing hazards will also be included in the Hazard Assessment.

3. COMPANY PROCEDURES

1. Personal protective clothing is to include but are not limited to the following:
 - a. Hairnets, head caps, bouffant hat, shoe/boot covers, and aprons.
 - b. Approved lab coats, surgical caps, masks, disposal gowns, and latex examination gloves.
 - c. Back belts, safety belts, wrist supports, leatherwork belt and body harness for fall protection.

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- d. Purifying and dual cartridge air respirators, disposable dust and mist masks, face shields, safety glasses, and goggles.
 - e. Special shirts, trousers, overalls, jumpsuits, safety shoes, hard hats, coats and smocks, kneepads, hard hats, etc.
 - f. Disposable latex or vinyl gloves, leather palm gloves, nitrile, pigskin leather, and rubber, cotton, and kevlar gloves.
 - g. D & M Painting furnished equipment will always be worn when appropriate during working hours.
2. Requests for all personal protective clothing not available as D & M Painting stock items are generated by the supervisor and are approved by the Safety and Health Manager. The employees and visitors as dictated by D & M Painting policy will wear the protective clothing. The clothing will be available only in compromise sizes (i.e. small, medium, and large).
 3. Personal protective clothing may not be worn in the cafeteria or other food consumption areas, conference rooms, picnic areas or away from the work site.
 4. Sandals, and open-toed shoes, are prohibited in laboratory, shop, warehouse, kitchens, animal housing areas, and any other work sites that would be dangerous to the employee wearing this type of shoe wear.
 5. Safety shoes will be worn by all shop, warehouse and maintenance personnel as dictated by the nature of the work. Safety shoe areas are recommended by the supervisor and approved by the Safety and Health Manager. The user will be responsible for the proper cleaning, maintenance and use of the safety shoes.
 6. Hard hats will be worn in all posted areas (e.g., locations in warehouses, shops, and building construction or renovation areas) and when performing work in which the supervisor Safety and Health Manager decides such hazards exist.

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4. HAZARD ASSESSMENT

1. D & M Painting will perform an assessment of the workplace to determine if hazards are present, or likely to be present, personal protective equipment (PPE) will be used.
2. This assessment will consist of a survey of the workplace to identify sources of hazards to the workers. Consideration will be given to hazards such as impact, penetration, laceration, compression (dropping heavy objects on foot, roll-over, etc.), chemical exposures, harmful dust, heat, light (optical) radiation, electrical hazards, noise, etc.
3. Where such hazards are present, or likely to be present, D & M Painting will:
 - a. Select, and have each affected employee use, the types of PPE that will protect the employee from the hazards identified in the hazard assessment.
 - b. Communicate equipment selection decisions to each affected employee.
 - c. Select PPE that properly fits each affected employee.
 - d. Train employees in the use and care of PPE as described elsewhere in this plan.
4. D & M Painting will verify that it has performed the workplace hazard assessment.
5. This workplace hazard assessment will be dated and signed by the Safety and Health Manager or person conducting the assessment.
6. Whenever there is a change in process or in the workplace that might introduce or change an exposure or hazard, D & M Painting will perform an assessment to determine if there is a need for additional PPE or a change in the PPE provided.

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7. These supplemental hazard assessments will also be documented, signed and dated by the person performing the assessment. D & M Painting will review and update the workplace hazard assessment on an annual basis.

5. SELECTION OF PERSONAL PROTECTIVE EQUIPMENT (PPE)

1. Personal protective equipment (PPE) will be selected by D & M Painting on the basis of the hazards to the workers' are exposed or potentially exposed.
2. All selections will be made by with input from Safety and Health Managers, supervisors and workers. Personal protective equipment will meet the following standards:
3. It is important to select the right **PPE** for the job and to enforce its use. Purchase "ANSI (American National Safety Institute) approved" protective equipment from a reputable supplier who can choose the right equipment for the specific application and training in its use.
4. Information on **PPE** required for each task will be fund on MSDS, equipment operation information, the State's General Safety Orders and other information on safety.
 - a. **Eye & Face Protection devices** - ANSI Z87.1-1989 "American National Standard Practice for Occupational and Educational Eye and Face Protection".
 - b. **Head Protection devices** - ANSI Z89.1-1986 "American National Standard for Personal Protection - Protective Headwear for Industrial Workers".
 - c. **Foot Protection devices** - ANSI Z41-1991 "American National Standard for Personal Protection - Protective Footwear".
 - d. **Hand Protection devices**- No national standard available - Selection will be based on task performed, conditions present, duration of use, and the hazards and potential hazards identified.

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- e. **Electrical Protective equipment** - No national standard - Equipment will be tested electrically before first use and every 6 months thereafter or upon indication that insulating value is suspect.

6. TRAINING FOR PERSONAL PROTECTIVE EQUIPMENT (PPE)

D & M Painting 's Safety and Health Manager in the following areas will train each employee who is required to use PPE:

1. Why PPE is necessary.
2. When PPE is necessary.
3. What PPE are necessary and any alternative choices of equipment.
4. How to properly put on, adjust, and wear PPE.
5. The proper care, maintenance, storage, useful life, and disposal of PPE.
6. The training will include an opportunity for employees to handle the PPE and demonstrate that they understand the training and have the ability to use the PPE properly.
7. The Safety and Health Manager or supervisor will provide training for the employees.
8. Training will be documented in writing with the documentation including the names of each employee trained, the date(s) of the training, and the subject matter covered.
9. If an employee, who has been trained, demonstrates a lack of knowledge or behavior which leads the supervisor to believe the employee does not have a proper understanding of the PPE involved, that employee will be retrained.

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10. If there are changes in the workplace or processes that change the exposures or type of PPE to be used, all affected employees will be retrained.
11. Whenever practical, PPE will be assigned to individual workers for their exclusive use. Employees will be responsible for the PPE equipment assigned to them or used by them.

7. CARE OF PERSONAL PROTECTIVE EQUIPMENT (PPE)

PPE will be regularly cleaned, inspected and stored according to instructions given during the training sessions as directed by D & M Painting 's supervisors or Safety and Health Manager. Defective or damaged PPE will not be used. Employees are to report any defective or damaged equipment to their supervisor for repair or replacement.

8. PERSONAL PROTECTIVE EQUIPMENT SPECIFICATIONS

D & M Painting 's employees will **ALWAYS** use appropriate **Personal Protective Equipment (PPE)** where required by safety rules or common sense. Hazards posing an immediate danger or having caused injuries in the past will be corrected.

When selecting protective equipment D & M Painting will consider the following:

1. The specific hazards the employee is to be protected against.
2. Factors that is specific to the employee such as size of face or hand.
3. Factors that encourage or discourage use of the equipment.

All personal protective clothing and equipment will be of safe design and construction for the work to be performed. Only those items of protective clothing and equipment that meet National Institute of Occupational Safety and Health (NIOSH) or American National Standards Institute (ANSI) standards will be procured or accepted for use.

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The **PPE** is to be kept clean, fits well and will be free from damage. If the equipment doesn't work, doesn't fit or is uncomfortable the employee will be less likely to use it. If an employee of D & M Painting does not wear the necessary **PPE** for the task, the employee is subject to discipline, suspension and even termination of employment.

9. EYES AND FACE PROTECTION

1. The majority of occupational eye injuries can be prevented by the use of suitable/approved safety spectacles, goggles, or shields.
2. Approved eye and face protection will be worn when there is a reasonable possibility of personal injury.
3. D & M Painting 's supervisors, with assistance from the Safety and Health Manager, determine jobs and work areas that require eye protection and the type of eye and face protection that will be used.
4. Typical hazards that can cause eye and face injury are:
 - a. Splashes of toxic or corrosive chemicals, grease, hot liquids, sparks, and molten metals.
 - b. Flying objects, such as chips of wood, metal, and stone dust.
 - c. Fumes, gases, and mists of toxic or corrosive chemicals.
 - d. Aerosol cans and biological substances.
5. Prevention of eye accidents requires that all persons who may be in eye hazard areas wear protective eyewear.
6. This includes D & M Painting 's employees, visitors, researchers, contractors, or others passing through an identified eye hazardous area.

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7. To provide protection for these employees, D & M Painting will procure a sufficient quantity of heavy-duty goggles and/or plastic eye protectors that afford the maximum amount of protection possible.
8. If these employees wear personal glasses, they will be provided with a suitable eye protector to wear over them.

10. EYES AND FACE SPECIFICATIONS

Eye and face protectors procured, issued to, and used by D & M Painting 's personnel will conform to the following design and standards:

1. Provide adequate protection against the particular hazards for that they are designed.
2. Fit properly and offer the least possible resistance to movement and cause minimal discomfort while in use.
3. Be durable and safe from breakage.
4. Be easily cleaned or disinfected for or by the wearer.
5. Be clearly marked to identify the manufacturer.
6. Persons who require corrective lenses for normal vision, and who are required to wear eye protection, will wear goggles or spectacles of one of the following types:
 - a. Spectacles with protective lenses that provide optical correction.
 - b. Goggles that can be worn over spectacles without disturbing the adjustment of the spectacles.
 - c. Goggles that incorporate corrective lenses mounted behind the protective lenses.

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11. DESCRIPTIONS AND USE OF EYES AND FACE PROTECTORS

1. **Safety Spectacles:** Protective eye glasses are made with safety frames, tempered glass or plastic lenses, temples and side shields which provide eye protection from moderate impact and particles encountered in job tasks such as carpentry, woodworking, grinding, scaling, etc.
2. **Single Lens Goggle:** Vinyl framed goggles of soft pliable body provides adequate eye protection from many hazards. These goggles are available with clear or tinted lenses, perforated, port vented, or non-vented frames. Single lens goggles provide similar protection to spectacles and may be worn in combination with spectacles or corrective lenses to insure protection along with proper vision.
3. **Welders/Chippers Goggles:** These goggles are available in rigid and soft frames to accommodate single or two eyepiece lenses. Welder's goggles provide protection from sparking, scaling or splashing metals and harmful light rays. Lenses are impact resistant and are available in graduated shades of filtration.
4. **Chippers/grinders goggles:** These provide eye protection from flying particles. The dual protective eyecups house impact resistant clear lenses with individual cover plates.
5. **Face Shields:** These normally consist of an adjustable headgear and face shield of tinted/transparent acetate or polycarbonate materials, or wire screen. Face shields are available in various sizes, tensile strength, impact/heat resistance and light ray filtering capacity. Face shields will be used in operations when the entire face needs protection and will be worn to protect eyes and face against flying particles, metal sparks, and chemical/ biological splash.
6. **Welding Shields:** These shield assemblies consist of vulcanized fiber or glass fiber body, a ratchet/button type adjustable headgear or cap attachment and a filter and cover plate holder. These shields will be provided to protect workers' eyes and face from infrared or radiant light burns, flying sparks, metal spatter and slag chips encountered during welding, brazing, soldering, resistance welding, bare or shielded electric

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arc welding and oxyacetylene welding and cutting operations.

D & M Painting 's Safety and Health Manager will maintain a supply of various eye and face protective devices. Personnel requiring prescription safety glasses will contact the Safety and Health Manager.

12. EMERGENCY EYEWASH FACILITIES

1. Emergency eyewash facilities meeting the requirements of ANSI Z358.1-1981 will be provided by D & M Painting in all areas where the eyes of any employee may be exposed to corrosive materials.
2. All such emergency facilities will be located where they are easily accessible to those employees exposed to harmful materials.
3. In compliance with the regulations emergency showers capable of washing eyes or body if necessary with 15 minutes of running water.
4. This unit will be within 10 seconds or 100 feet of a hazardous area or within 10-20feet of an extremely hazardous area.

13. HEARING PERSONAL PROTECTIVE EQUIPMENT

1. Hearing protection devices are the first line of defense against noise in environments where engineering controls have not reduced employee exposure to safe levels. Hearing protective devices can prevent significant hearing loss, but only if they are used properly.
2. Hearing protective devices (ear plugs, ear muffs, etc.) will be D & M Painting 's permanent solution only when engineering or administrative controls are considered to be infeasible or cost prohibitive.
3. Hearing protective devices are defined as any device that can be worn to reduce the level of sound entering the ear. All personnel will wear hearing protective devices when they will enter or work in an area where the operations generate noise levels:

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- a. Greater than 80 DBA sound levels.
 - b. 120 dB peak sound pressure level or greater.
4. Employees will be given the opportunity to select hearing protective devices from a variety of suitable ones provided by the Health and Safety Manager. In all cases the chosen hearing protectors will have a Noise Reduction Ratio (NRR) high enough to reduce the noise at the eardrum to 80 DBA or lower.

14. ISSUANCE OF HEARING PROTECTIVE DEVICES

1. The issuance of hearing protective devices is handled through D & M Painting 's Safety and Health Manager.
2. The Safety and Health Manager will issue and fit the initial hearing protective devices (foam inserts, disposables). Instruction on the proper use and care of earplugs and earmuffs will be provided whenever hearing protective devices are dispensed.
3. Personnel requiring earmuffs in addition to earplugs will be informed of this requirement and educated on the importance of using proper hearing protection. The Safety and Health Manager will dispense earmuffs when necessary and will maintain a supply of disposable earplugs.

15. HEARING PROTECTIVE PERFORMANCE INFORMATION

The maximum of sound attenuation one gets when wearing hearing protection devices is limited by human body and bone conduction mechanisms. Even though a particular device may provide outstanding values of noise attenuation the actual noise reductions may be less because of the noise surrounding the head and body bypasses the hearing protector and is transmitted through tissue and bone pathways to the inner ear. The term "double hearing protection" is misleading. The attenuation provided from any combination earplug and earmuff is not equal to the sum of their individual attenuation values.

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A. Insert Type Earplugs:

A device designed to provide an airtight seal with the ear canal. There are three types of insert earplugs – pre-molded, formable, and custom earplugs.

1. Pre-molded earplugs are pliable devices of fixed proportions. Two standard styles, single flange and triple flange, come in various sizes, and will fit most people. Personnel responsible for fitting and dispensing earplugs will train users on proper insertion, wear, and care. While pre-molded earplugs are reusable, they may deteriorate and will be replaced periodically.
2. Formable earplugs come in just one size. Some are made of material that, after being compressed and inserted, expands to form a seal in the ear canal. When properly inserted, they provide noise attenuation values that are similar to those from correctly fitted pre-molded earplugs. Individual units may procure approved formable earplugs.
3. Supervisors will instruct users in the proper use of these earplugs as part of the annual education plan.
4. Each earplug will be held in place while it expands enough to remain firmly seated. A set of earplugs with a cord attached is available. These earplugs may be washed and therefore are reusable, but will have to be replaced after two or three weeks or when they no longer form an airtight seal when properly inserted.
5. Custom Molded Earplugs is a small percentage of the population cannot be fitted with standard pre-molded or formable earplugs. Custom earplugs can be made to fit the exact size and shape of the individual's ear canal. Individuals needing custom earplugs will be referred to an audiologist.

B. Earmuffs:

1. Earmuffs are devices worn around the ear to reduce the level of noise that reaches the ear.

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2. The most popular hearing protection devices are earplugs that are inserted into the ear canal to provide a seal against the canal walls. Earmuffs enclose the entire external ears inside rigid cups.
3. The inside of the muff cup is lined with acoustic foam and the perimeter of the cup is fitted with a cushion that seals against the head around the ear by the force of the headband.
4. Their effectiveness depends on an airtight seal between the cushion and the head.

16. MAINTENANCE OF HEARING PROTECTIVE DEVICES

1. Always use and maintain hearing protective devices as originally intended and in accordance with instructions provided.
2. Earmuff performance may be degraded by anything that compromises the cushion-to-cushion flesh seal.
3. This includes other pieces of personal protective equipment such as eyewear, masks, face shields, and helmets.
4. Reusable earplugs, such as the triple flange or formable devices will be washed in lukewarm water using hand soap, rinsed in clean water, and dried thoroughly before use.
5. Wet or damp earplugs will not be placed in their containers. Cleaning will be done as needed. Earmuff cushions will be kept clean.
6. The plastic or foam cushions may be cleaned in the same way as earplugs, but the inside of the muff will not get wet.
7. When not in use, earmuffs will be placed in open air to allow moisture that may have been absorbed into the cups to evaporate.
8. Pre-molded earplugs and earmuffs will be washed periodically and stored in a clean area, and foam inserts will be discarded after each use.

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9. It is important for you to wash hands before handling pre-formed earplugs and foam inserts to prevent contaminants from being placed in the ear that may increase your risk of developing infections.
10. Also, check hearing protective devices for signs of wear or deterioration.
11. Replace devices periodically. The Safety and Health Manager will maintain a supply of a variety of disposable foam ear inserts and earmuffs.

17. RESPIRATORY PROTECTION

Respiratory hazards may occur through exposure to harmful dusts, fogs, fumes, mists, gases, smoke, sprays, and vapors. This means protecting personnel through the use of engineering controls, e.g., local exhaust ventilation. Only when engineering controls are not practical or applicable will respiratory protective equipment be employed to reduce personnel exposure.

The Safety and Health Manager is responsible for the respiratory protection at D & M Painting . Employees requiring the use of respirators will first obtain medical approval from D & M Painting physician to wear a respirator before the respirator can be issued.

D & M Painting 's Safety and Health Manager conducts respirator training and fit tests and is responsible for determining the proper type of respiratory protection required for the particular hazard.

Adherence to the following guidelines will help ensure the proper and safe use of respiratory equipment:

1. Wear only the respirator you have been instructed to use. For example, do not wear a self-containing breathing apparatus if you have been assigned and fitted for a half-mask respirator.
2. Wear the correct respirator for the particular hazard. For example, some situations, such as chemical spills or other emergencies, may require a higher level of protection than your respirator can handle. Also, the proper cartridge will be matched to the hazard (a cartridge designed for dusts and mists will not provide protection from vapors)

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3. Check the respirator for a good fit before each use. Positive and negative fit checks will be conducted.
4. Check the respirator for deterioration before and after use. Do not use a defective respirator.
5. Recognize the indications that cartridges and canisters are at their end of service. If in doubt, change cartridges/ canisters before using respirator.
6. Practice moving and working while wearing the respirator so that you can get used to it.
7. Clean the respirator after each use, thoroughly dry it and place the cleaned respirator in a seal able plastic bag.
8. Store respirators in a protected location away from excessive heat, light, and chemicals.

18. HEAD PROTECTION

1. Hats and caps have been designed and manufactured to provide workers protection from impact, heat, electrical and fire hazards. These protectors consist of the shell and the suspension combined as a protective system.
2. Safety hats and caps will be of nonconductive, fire and water resistant materials.
3. Bump caps or skull guards are constructed of lightweight materials and are designed to provide minimal protection against hazards when working in congested areas.
4. Head protection will be furnished to, and used by; all D & M Painting 's employees and contractors engaged in construction and other miscellaneous work in head-hazard areas.
5. Engineers, inspectors, and visitors at waste management work sites and construction sites will wear head protection.

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6. Bump caps/skull guards will be issued to and worn for protection against scalp lacerations from contact with sharp objects. They will not be worn as substitutes for safety caps/hats because they do not afford protection from high impact forces or penetration by falling objects.

19. HAND PROTECTION

1. Skin contact is a potential source of exposure to toxic materials; it is important that the proper steps be taken to prevent such contact.
2. Gloves will be selected on the basis of the material being handled, the particular hazard involved, and their suitability for the operation being conducted. One type of glove will not work in all situations.
3. Most accidents involving hands and arms can be classified under four main hazard categories: chemicals, abrasions, cutting, and heat.
4. There are gloves available that can protect workers from any of these individual hazards.
5. The first consideration in the selection of gloves for use against chemicals is to determine, if possible, the exact nature of the substances to be encountered.
6. Read instructions and warnings on chemical container labels and MSDS before working with any chemicals.
7. Chemicals will eventually permeate all glove materials.
8. However, they can be used safely for limited time periods if specific use and glove characteristics (i.e., thickness and permeation rate and time) are known.
9. The Safety and Health Manager can assist in determining the specific type of glove material that will be worn for a particular chemical.

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10. Gloves will be replaced periodically, depending on frequency of use and permeability to the substance(s) handled. Gloves overtly contaminated will be rinsed and then carefully removed after use.
11. Gloves will also be worn whenever it is necessary to handle rough or sharp-edged objects, and very hot or very cold materials.
12. The type of glove materials to be used (in these situations) includes leather, welder's gloves, aluminum-backed gloves, and other types of insulated glove materials.
13. Careful attention will be given to protecting your hands when working with tools and machinery. Power tools and machinery will have guards installed or incorporated into their design that prevent the hands from contacting the point of operation, power train, or other moving parts.

To protect hands from injury due to contact with moving parts, it is important to:

1. Ensure that guards are always in place and used.
2. Always lock out machines or tools and disconnect the power before making repairs.
3. Treat a machine without a guard as inoperative.
4. Do not wear gloves around moving machinery, such as drill presses, mills, lathes, and grinders.
5. The Safety and Health Manager can help the supervisor identify appropriate glove selections for their operations. The Safety and Health Manager also maintains a selection of gloves for various tasks.

20. SAFETY SHOES

1. Safety shoes will be worn in the shops, warehouses, maintenance, 20glassware, and other areas as determined and approved by the Health and Safety Manager for recommended safety footwear.

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2. All safety footwear will comply with American National Standards Institute (ANSI) Standard ANSI Z41-1991, "American National Standard for Personal Protection - Protective Footwear. Protective footwear purchased before July 5, 1994, will comply with ANSI Standard Z41.1-1967.
3. Permanent full time employees will be initially issued two pairs of safety shoes of approved type. Shoes will be replaced or repaired as necessary based on supervisory approval.
4. Other than permanent employees will be issued one pair of safety shoes with replacement as necessary based on supervisory approval.

D & M Painting 's Responsibilities:

1. Supervisor - Reviews employees work situation and recommends safety footwear as appropriate in accordance with established personal protective equipment plan. Requests safety shoes from the Safety and Health Manager for new employees or as indicated for replacement. Ensures that all employees under his supervision use and maintain safety footwear. Makes determination on the need for replacement or repair of safety shoes.
2. Employee - Wears Institute provided or approved safety shoes in all areas requiring safety footwear as determined by the supervisor and the Health and Safety Manager.
3. Health and Safety Manager - Consults with supervisors concerning safety shoe requirements and approves issuance of all safety shoes. Arranges for local purchase of all safety shoes. Makes arrangements for necessary repairs.

D & M Painting 's Procedures:

1. Supervisors will review employee's work situation in consultation with the Health and Safety Manager to decide the need for safety footwear and appropriate types. The "Request for Safety Shoes" will be completed, reviewed and signed by the supervisor and approved by the Safety and Health Manager.

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2. Any employee desiring to replace his/her safety footwear will complete the "Request for Safety Shoes" and have it signed by their supervisor.
3. If an employee is unable to find appropriate safety footwear at the designated vendors, he or she will check with the Health and Safety Manager for alternate procedures. Alternate procedures involve employees purchasing safety footwear with their own funds and being reimbursed.
4. Employees, who want to have their footwear repaired, will be encouraged to do so. Some footwear is designed to be repaired. Repairs would include such items as new soles and heels.
5. D & M Painting will reimburse employees for repairs.

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D & M PAINTING CRITERIA FOR HAZARD ASSESSMENT

Employee Name: _____

Personal Protective Equipment Needed for Employee will be identified:

Personal Protective Equipment (PPE) includes:

- Eye (goggles or safety glasses) and Face Shield Protection
- Eye Wash
- Hearing Protection (ear plugs and ear muffs)
- Foot Protection
- Gloves or Palm Guards
- Aprons or Protective Clothing
- Hard Hats
- Respiratory Protection (dust masks or respirators)
- Professional and industrial back belts

Eye/Face Protection:

Type: Glasses, Goggles, Face shields
Options: Lens material, Venting, Size, and Shape
Issues: Is impact protection required?
Is radiation protection required (from lasers, welding, and the sun)?
Are chemical hazards present?
What chemicals?
What form (fumes, vapors, liquid)?
Are prescription glasses required?

Eye Wash:

Options: Permanent, Portable, Hand Held (not acceptable)
Issues: Is plumbing present?

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Is other eye wash equipment available?
Does the eye wash equipment provide 15 minutes of continuous water flow?
Will the equipment be within 100 feet (10 for strong corrosives) of the work area?

Hearing Protection:

Type: Ear plugs, Earmuffs
Options: Material, Shape, Disposability, Corded, and Banded
Issues: How noisy is the environment?
How long will protection be required?
Will the same person use the protection regularly?

Gloves:

Options: Material, Cuff style/length, Lining, Grip, Size
Issues: What hazards are present (temperature, abrasion, vibration, chemicals)?
What part of the hand or arm needs protection?
Is touch sensitivity necessary?
Are gloves for wet or dry use?

Footwear:

Type: Work shoes, Over-the-sock boots, over boots
Options: Material, Height, Soles, Steel Toes, Size
Issues: How long will they be worn?
What chemicals will they be exposed to?
Are there heavy falling objects?
What parts of the foot/leg require protection?
Will they be used on slippery surfaces?

Clothing:

Type: Aprons, Boot or Shoe Covers, Coveralls, Hoods, Hairnets,
Options: Material, Color, Size
Issues: Do chemicals present a hazard?
What chemicals?
What concentrations?
What form (fumes, vapors, liquid)?
Is thermal and/or moisture protection required?

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Will the equipment be anti-static?
Is it impact resistance and/or visibility important?
What other protective equipment will be used?

Hard-Hats:

Options:

Material, Visor, Sweatband, and Rain Trough

Issues:

How much impact resistance is required?
Does the working environment have high temperature, rain, and sun? Provide sunscreen protection.

Respirator:

Type:

Particulate Mask, Cartridge/filter Mask, and Air Supplied Apparatus

Options:

Shape, Cartridge Type, Full/half Face, Disposability, and Air Source

Issues:

What contaminant is in the air?
What concentration?
What form (vapors, particles)?
What is the oxygen content of the air?
How long will the equipment be used?
Will prescription glasses be needed?
Is skin and eye protection required?

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Safety and Health Manager

Reviewer's Signature: _____

Date Review Conducted: _____

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PERSONAL PROTECTIVE EQUIPMENT & CLOTHING

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Date of Hazard Assessment: _____

D & M Painting 's Employee

Location Job: _____

Task/Position _____

Hazards _____

PPE Required _____

CERTIFICATION OF HAZARD ASSESSMENT

I certify that a hazard assessment of the workplace was performed at our facility located at _____. This assessment consisted of a review of prior injury and illness records and a walk-through inspection of all work areas. The purpose of D & M Painting 's assessment is to identify sources of hazards to employees that are present, or are likely to be present, in the workplace that necessitate the use of personal protective equipment (PPE).

Workplace Evaluated: *(Insert listing of all departments or areas of the facility that were inspected.)*

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Certifying Hazard Assessment:

Name: _____

Title: _____

Date(s) of Hazard Assessment: _____

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Personal Protective Equipment & Clothing Self Audit Safety Questions

- YES - NO** Are employers assessing the workplace to determine if hazards that require the use of personal protective equipment are present and useable? (i.e. example, head, eye, face, hand, or foot protection)
- YES - NO** If hazards or the likelihood of hazards are found at the worksite, are affected employees given properly fitted personal protective equipment suitable for these hazards?
- YES - NO** Has the employer been trained on PPE procedures as to what PPE is necessary for a job task, when it is needed, and how to properly adjust it?
- YES - NO** Does protective eye equipment used in areas where hazards from flying objects occur have side shields (Clip on, affixed or slide on side shields)?
- YES - NO** Is protective footwear worn by employees in areas where there is a danger of foot injuries from hot, corrosive, or poisonous substances, falling and rolling objects, crushing or penetrating the sole or where the employees' feet are exposed to electrical hazards?
- YES - NO** Is all-protective equipment maintained in a sanitary condition and ready for use?
- YES - NO** Is it special equipment available where it is needed for electrical workers?
- YES - NO** Where food or beverages are consumed on the premises, are they consumed in areas where there is no exposure to toxic material, blood, or other potentially infectious materials?
- YES - NO** Is protection against the effects of occupational noise exposure provided when sound levels exceed those of the OSHA noise standard?
- YES - NO** Are adequate work procedures, protective clothing and equipment provided and used when cleaning up spilled toxic or otherwise hazardous materials or liquids?
- YES - NO** Are there appropriate procedures in place for disposing of or decontaminating personal protective equipment that may be contaminated with blood or other potentially infectious materials?
- YES - NO** Are protective goggles or face shields provided and worn where there is any danger of flying particles or corrosive materials?
- YES - NO** Are approved safety glasses required to be worn at all times in areas where there is risk of eye injuries such as punctures, abrasions, contusions or burns?

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- YES - NO** Are employees who need corrective lenses (glasses, contact lenses) in working environments with harmful exposures, required to wear only approved safety glasses, protective goggles, or to use other medically approved precautionary procedures?
- YES - NO** Are protective gloves, aprons, shields, or other means provided and required where employees' hands are exposed to hazards such as those from skin absorption of harmful substances, severe cuts, abrasions, punctures, chemical and thermal burns and harmful temperature extremes, blood, or other potentially infectious materials?
- YES - NO** Are protective gloves, aprons, shields, or other means provided against cuts, corrosive liquids and chemicals?
- YES - NO** Are hard hats provided and worn where there is potential danger for injury to the head from falling objects?
- YES - NO** Are hard hats inspected periodically for damage to the shell and suspension system?
- YES - NO** Is appropriate foot protection required where there is risk of foot injuries from hot, corrosive, poisonous substances, falling objects, and crushing or penetrating actions?
- YES - NO** Are approved respirators provided for regular or emergency use where needed?
- YES - NO** Is all the protective equipment maintained in a sanitary condition and ready for use?
- YES - NO** Do you have eye wash facilities and a quick drench shower within a work area where employees are exposed to injurious corrosive materials?
- YES - NO** If special equipment is needed for electrical workers, is it available?
- YES - NO** When lunches are eaten on the premises, are they eaten in areas where there is no exposure to toxic materials or other health hazards?
- YES - NO** Is protection against the effects of occupational noise exposure provided when sound levels exceed those of the OSHA noise standard?
- YES - NO** Are adequate work procedures, protective clothing and equipment provided and used when cleaning up spilled toxic or otherwise hazardous materials or liquids?

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Noise Self Audit Safety Questions

- YES - NO** Are there areas in the workplace where continuous noise levels exceed 85 dBA? Have the maximum allowable levels for intermittent or impact noise been tested?
- YES - NO** Are noise levels being measured using a sound level meter or an octave band analyzer, and records being kept?
- YES - NO** Have you tried isolating noisy machinery from the rest of your operation?
- YES - NO** Have engineering controls been used to reduce excessive noise levels?
- YES - NO** If engineering controls are determined not feasible, are administrative controls (i.e. worker rotation) being used to minimize individual employee exposure to noise?
- YES - NO** Is there an ongoing preventive health program to educate employees in safe levels of noise and exposure, effects of noise on their health, and use of personal protection?
- YES - NO** Is the training repeated annually for employees exposed to continuous noise above 86 dBA?
- YES - NO** Have work areas where noise levels make voice communication between employees difficult been identified and posted?
- YES - NO** Is approved hearing protective equipment (noise attenuating devices) available to every employee working in areas where continuous noise levels exceed 85 dBA?
- YES - NO** If you use ear protectors, are employees properly fitted and instructed in their use and care?
- YES - NO** Are employees that are exposed to continuous noise above 85 dBA given periodic audiometric testing to ensure that you have an effective hearing protection system?

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Sanitizing Equipment & Clothing Self Audit Safety Questions

- YES - NO** Is personal protective clothing or equipment, that employees are required to wear or use, of a type capable of being easily cleaned and disinfected?
- YES - NO** Are employees prohibited from interchanging personal protective clothing or equipment, unless it has been properly cleaned?

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- YES - NO** Are machines and equipment which process, handle or apply materials that could be injurious to employees, cleaned and/or decontaminated before being overhauled or placed in storage?
- YES - NO** Is personal protective clothing or equipment, that employees are required to wear or use, of a type capable of being easily cleaned and disinfected?
- YES - NO** When employees are required to change from street clothing into protective clothing, is a clean change room with separate storage facility for street and protective clothing provided?
- YES - NO** Are employees required to shower and wash their hair as soon as possible after known contact has occurred with a carcinogen?
- YES - NO** When equipment, materials or other items are taken into or removed from a carcinogen-regulated area, is it done in a manner that will not contaminate non-regulated areas or the external environment?
- YES - NO** Is the intake for makeup air located so that only clean, fresh air, which is free of contaminants, will enter the work environment?
- YES - NO** If two or more ventilation systems are serving a work area, is their operation such that one will not offset the functions of the other?

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Reviewer's Signature: _____

Date Conducted: _____