



# TOWN OF MAMMOTH LAKES

## PERSONAL PROTECTIVE EQUIPMENT PROGRAM

# **TOWN OF MAMMOTH LAKES PERSONAL PROTECTIVE EQUIPMENT PROGRAM (PPE)**

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## **I Purpose**

The purpose of this program is to describe legal mandates and the Town of Mammoth Lakes procedures and responsibilities relating to the procurement and use of personal protective equipment.

## **II Scope**

This program applies to all Town of Mammoth Lakes employees involved in specified hazardous activities.

## **III Policy**

The Town of Mammoth Lakes will eliminate or reduce hazardous working conditions whenever possible by engineering or administrative controls. The Town of Mammoth Lakes will provide personal protective equipment when engineering and/or administrative controls are not possible and during the period when engineering or administrative controls are being introduced. Employees will be required to maintain and wear appropriate personal protective equipment and notify supervisors if the personal protective equipment is inadequate or in need of replacement. Supervisors will enforce the wearing of personal protective equipment within their areas of responsibility.

The Town will reasonable accommodate qualified individuals who are unable to wear the required personal protective equipment due to a known, qualifying disability unless an undue hardship would result.

## **IV Definitions**

Administrative Control - controlling employee exposure to contaminants by job rotation, work reassignment, or temporary isolation from the contaminants.

Engineering Controls - controlling employee exposure by modifying the contaminant source or reducing the quantity of contaminant released into the work area environment.

Personal Protective Equipment - any material or device worn to protect the worker from exposure to or contact with any harmful material or force.

## **V Personal Protective Equipment Specifications**

### **A. Back Protection**

Back belts have not been proven to reduce the potential for back injury in combination with annual awareness training. Employees who routinely do a lot of lifting may wear back belts if they choose. If an employee chooses to wear a back belt they will be required to be trained by their supervisors in the proper use and fitting of the device prior to wearing it.

### **B. Body Protection**

Personnel who come into contact with conditions that could cause injury to their body will be provided with appropriate body protection apparel. Manufacturers' specification sheets must be reviewed to ensure that the appropriate material is chosen.

### **C. Eye Protection**

Industrial safety glasses with side shields that meet or exceed ANSI Z87.1 are considered to be the minimum basic protective eyewear required for personnel whose work assignment or work area involves potential eye hazards, such as flying particles, operating equipment with rotating parts, compressed air operations, sparks, or chemical hazards.

### **D. Footwear**

All personnel in industrial environments must wear appropriate footwear as indicated in the individual bargaining unit MOU. Employees who are exposed to crushing hazards shall wear safety shoes that meet or exceed ANSI Z41. In chemical environments, chemically resistant safety shoes and/or boots must be worn.

### **E. Hand Protection**

Hand protection will be provided to employees exposed to conditions that could injure their hands. Manufacturers' specification sheets must be reviewed to ensure that the appropriate glove is chosen.

### **F. Head Protection**

Where exposure to head injury from falling objects or overhead obstruction exists, approved ANSI hard hats or caps must be worn.

### **G. Hearing Protection**

The Town of Mammoth Lakes will provide hearing protection for employees who wish to wear it. If any area or operation exceeds the OSHA 85 dBA noise exposure criteria, hearing protection will be mandated. Please see the Hearing Conservation Program for more information.

## **H. Respiratory Protection**

NIOSH/MSHA approved respiratory protection will be provided where employee exposures to hazardous substances exceed OSHA requirements. A respiratory protection policy will outline the requirements as necessary.

## **VI Allowances**

An employee required to wear safety shoes will be reimbursed as specified by employee's individual bargaining unit MOU for the cost of safety shoes.

An employee required to wear prescription safety glasses will be reimbursed as specified by employee's individual bargaining unit MOU for the cost of safety glasses.

An employee required to wear body armor will be reimbursed as specified by the employee's individual bargaining unit MOU for the cost of the body armor.

Other required personal protective equipment will be provided to the employee at no cost.

## **VII Responsibilities**

### **A Supervisors**

Provide training in the proper use of appropriate Personal Protective Equipment. Enforce the wearing of personal protective equipment in their area of responsibility. Work with the Management Staff to identify when and where personal protective equipment must be worn. Enforce codes of safe practice specific to their area.

### **B Employees**

Comply with this policy by using appropriate personal protective equipment, maintain personal protective equipment in good condition, and ask advice from supervisors if they have any questions or doubts about which equipment is to be used.

Alert their supervisor when they feel that personal protective equipment is inadequate or defective.