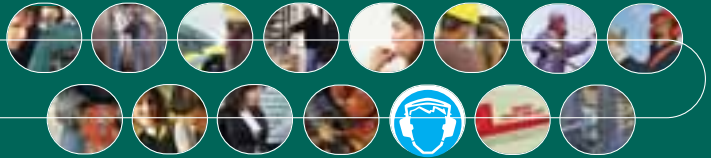


Safety Toolkit and Short Guide to General Application Regulations 2007
Personal Protective Equipment Section



**Personal Protective
Equipment**

Introduction



Safety Toolkit

The objective of the Toolkit is to provide guidance on the prevention of accidents or ill health at work and to provide a practical tool towards a safer workplace. It covers requirements of the Safety, Health and Welfare at Work (General Application) Regulations, 2007 as amended and is aimed specifically at small and micro businesses. It is not intended as a legal interpretation of the legislation. Legal advice should be sought where required.

Checklists provided are non-exhaustive and in no particular order

How do I use the Toolkit?

The Toolkit is intended to assist you to monitor and improve standards of safety, health and welfare. It will assist you towards complying with the law.

1. Use the checklists to monitor how you're doing.
2. Make any required improvements.
3. If necessary, investigate further to find out what you need to do and set a timescale for achieving it.
4. Use the Action Date column to show when action taken.

Checklists provided are non-exhaustive and in no particular order.

At the end of each point in the check list reference is made to the corresponding part of the Regulations, for example (r51) indicates Regulation 51.

Where can I get further advice?

The Health and Safety Authority's website www.hsa.ie contains a large amount of additional information. Most of the information on the website can be accessed free-of-charge. The website has detailed guides on each section of these Regulations. Each guide contains advice on where to find further information.

The Health and Safety Authority's Workplace Contact Unit (WCU) is a helpdesk resource for employers, employees and the public. You can contact the WCU through

- ▲ Locall: 1890 289 389 (Monday to Friday, 9am to 5pm)
- ▲ Fax: 01 614 7125
- ▲ Email: wcu@hsa.ie
- ▲ Write to: Workplace Contact Unit, Health and Safety Authority, Metropolitan Building, James Joyce Street, Dublin 1



Personal Protective Equipment

What does this section deal with?

This section deals with selection, assessment, conditions of use and compatibility, maintenance and replacement, information and training regarding PPE provided. The fundamental principle enshrined in these provisions is that **PPE should only be used as a last resort**.

Employers must supply PPE where risks cannot be eliminated or adequately controlled. Employees, having regard to their training and instructions, must make correct use of PPE.

Does this section apply to all personal protective equipment?

"Personal protective equipment" does not include

- ▲ ordinary working clothes and uniforms not specifically designed to protect employee
- ▲ personal protective equipment for the purposes of road transport
- ▲ sports equipment
- ▲ self-defence equipment or deterrent equipment, or
- ▲ portable devices for detecting and signalling risks and nuisances

Some Important Points

- ▲ PPE should only be used as a last resort
- ▲ Employees must be primarily safeguarded by eliminating risks at source, through technical or organisational means or by collective protection
- ▲ Collective protective measures covering numbers of employees such as reducing the noise from a machine must have priority over measures applying to individual employees
- ▲ PPE only protects the wearer
- ▲ With PPE, theoretical levels of protection are seldom reached in practice
- ▲ With PPE, actual levels of protection are difficult to assess
- ▲ To cater for the physical differences in employees, more than one type or size of PPE should be available
- ▲ Use of PPE always restricts the wearer to some degree, e.g. in movement
- ▲ PPE may be uncomfortable to wear and cause irritation
- ▲ In some cases, the individual wearing PPE psychologically feels more protected than he or she actually is



Personal Protective Equipment Checklist

Interpretation

Yes

No

N/A

Action Date

See Regulation 2 for definition of “*personal protective equipment*.”

“*personal protective equipment*” does not include

- | | | | |
|---------------------------------------------------------------------------------------|-----------------------|-----------------------|-----------------------|
| ▲ ordinary working clothes and uniforms not specifically designed to protect employee | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| ▲ personal protective equipment for the purposes of road transport | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| ▲ sports equipment | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| ▲ self-defence equipment or deterrent equipment, or | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| ▲ portable devices for detecting and signalling risks and nuisances | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |

If YES to any above, do not continue as these items of PPE are exempt

Requirement

Yes

No

N/A

Action Date

- | | | | |
|-------------------------------------------------------------------------------------------------------------------------------------|-----------------------|-----------------------|-----------------------|
| Personal protective equipment provided where risks cannot be avoided or limited by collective protection or work organisation (r62) | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Take into account matters in Schedule 2 (r62) | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |

SCHEDULE 2 PERSONAL PROTECTIVE EQUIPMENT

Part A— Guide list of activities and sectors of activity which may require provision of personal protective equipment. See schedule for full lists under the following headings

- | | | | |
|---------------------------------------------|-----------------------|-----------------------|-----------------------|
| 1. Head Protection (Skull Protection) (r62) | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| 2. Foot Protection (r62) | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |

Requirement	Yes	No	N/A	Action Date
3. Eye or Face Protection (r62)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4. Respiratory Protection (r62)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
5. Hearing Protection (r62)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
6. Body, Arm and Hand Protection (r62)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
7. Weatherproof Clothing (r62)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
8. Reflective Clothing (r62)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
9. Safety Harness (r62)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
10. Safety Ropes (r62)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
11. Skin Protection (r62)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Part B — Guide list of items of personal protective equipment. See schedule for full lists under the following headings (r62)				
1. Head Protection (r62)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
2. Hearing Protection (r62)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
3. Eye and Face Protection (r62)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4. Respiratory Protection (r62)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
5. Hand and Arm Protection (r62)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
6. Foot and Leg Protection (r62)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
7. Skin Protection (r62)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
8. Trunk and Abdomen Protection (r62)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
9. Whole Body Protection (r62)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
10. Protective clothing (r62)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Personal protective equipment complies with relevant European directives (is CE marked) (r62)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	

Requirement	Yes	No	N/A	Action Date
Before choosing PPE, was there an assessment to determine its adequacy under the conditions of use and compatibility (r63)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Did the assessment consist of ▲ an analysis of risks which cannot be avoided (r63)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
▲ definition of characteristics which personal protective equipment must have, taking into account any risks which this equipment itself may create (r63) and	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
▲ comparison of the characteristics of the personal protective equipment (r63)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
review assessment and, where required, make changes (r63)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Were the conditions of use, in particular the period for which it is worn, determined on the basis of:				
▲ seriousness of risk (r64)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
▲ frequency of exposure to risk (r64)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
▲ characteristics of workstation of employee (r64) and	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
▲ adequacy of the personal protective equipment (r64)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Personal protective equipment used only for purposes specified (r64)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Are simultaneously worn items compatible and effective (r64)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Use of personal protective equipment normally confined to individuals (r65)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Where worn by more than one employee, such use does not create health or hygiene problems (r65)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Employee to ensure equipment returned to storage after use by him or her (r65)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Personal protective equipment in good working order and satisfactory hygienic condition by means of storage, maintenance, repair or replacement (r66)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	

Requirement	Yes	No	N/A	Action Date
Inform employee of risks against which equipment protects (r67)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Provide adequate information (r67)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Inform of level of protection afforded by personal protective equipment (r67)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Instructions provided on use of equipment (r67)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Training and, if appropriate, demonstrations arranged in wearing equipment (r67)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	

This is a guidance document and using the checklist should help you comply with the Regulations. The checklists are non-exhaustive and in no particular order. Further guidance can be found at www.hsa.ie