

## **Personal Protective Equipment Policy**

Equip has recognised that workers can be regularly exposed to a variety of hazards ranging from general dirt and grime, sharp materials, exposure to substances (chemical) and exposure to environmental conditions e.g. sun light (ultraviolet radiation).

As part of our hazard control measures (a way of minimising these risks), Equip shall provide Personal Protective Equipment (PPE).

All PPE will conform to legislative requirements and meet the relevant Australian / New Zealand Standards.

This policy applies to all our workers to ensure that protective clothing and PPE is worn and used in a manner for which it has been designed and issued.

Workers will correctly use the safety equipment provided for them. The correct PPE is to be worn at the appropriate times the task being undertaken e.g. hearing protection in noisy work areas.

All safety precautions and procedures, including the wearing of any protective clothing and/or equipment (such as appropriate footwear, HI-vis, safety glasses, hearing protection) must be observed at all times.

## Storage & Care

All PPE shall be stored and cared for in such a way so as to prevent damage or deterioration, and to ensure it is in good working order and ready to be used.

## Replacement

The exchange of protective clothing or replacement PPE will be evaluated and the replacement authorised by the Directors. When protective clothing and / or PPE are exchanged / replaced the used protective clothing should be supplied for inspection & where ever possible recycled into rags, and used PPE disposed of properly.

A register of all protective clothing and PPE issues shall be maintained. Exchanges will be on a fair wear and tear basis or as determined / recommended under current legislation or code of practice.

## Return of Protective Clothing and PPE – Cessation of Employment

Protective clothing and PPE shall be returned on cessation of employment, except where an item is disposable, or where there may be health / hygiene consideration. (i.e. ear plugs)

If it is necessary to re-issue returned serviceable items of protective clothing and PPE, those items shall be cleaned / sanitised and serviced prior to re-issue.