



Meiners Electric, Company Safety Manual		PAGE: 1 of 1
LAST REVISION: December 30, 2019	REVIEWED BY: L. Kirk Berglund, Safety Director	FORM REF No: SP-PPE
SUBJ: Personal Protective Equipment		

1. PERSONAL PROTECTIVE EQUIPMENT AND CLOTHING

1. All required and necessary personal protective equipment (PPE) must be worn as defined by OSHA, our Company's Safety Policy, client policy and/or as dictated by specific job requirements. In all cases the most stringent requirement will be adhered to.
2. The type of PPE to be used on a job site shall be determined by the project manager and safety director after performing a detailed Job Hazard Analysis (JHA). During the morning pre-job briefing, the job foreman will review PPE requirements with the entire crew. If additional hazards are identified, the job will be stopped and the need for additional PPE will be addressed.
3. All PPE used on the job site shall be provided by Meiners Electric unless approved by the company safety director. Additionally, all safety equipment shall be inspected prior to use and if found to be defective, removed from service and returned to the office.
4. In the event the issued PPE is the wrong size or does not meet employee requirements such as weight or height, the safety director is to be notified so that proper PPE can be obtained for the employee. **Improperly fitted or sized PPE shall not be worn.**
5. All PPE shall be kept in a clean and sanitary condition.
6. The job foreman shall insure that employees are competent in the selection, inspection, use and care of the PPE assigned to them. In the event that an employee is found using PPE improperly, their work shall be stopped and corrective action, such as re-training shall be performed. In the event the employee refuses to properly wear PPE properly they are to be removed from the job site and sent back to the office for disciplinary action.
7. Hard hats will be worn at all times while employees are located within the boundaries of any and all construction areas.
8. Clothing suitable for weather and working conditions is to be worn each day. Torn or loose clothing, cuffs, and/or neck wear are extremely hazardous. Jewelry should not be worn.
9. Safety glasses with side shields, goggles, face shields, hard hats, and/or other comparable PPE are required to fit the eye, face and head protection needs of all employees and for each particular job application.
10. Gloves are to be worn when handling materials with sharp or rough edges and/or for



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protection against chemicals which could injure the skin. **However**, gloves should not be worn around machinery which can “grab” the glove.

11. Respirators and/or other respiratory protection equipment may be necessary for protection against toxic and hazardous fumes. Please consult with the appropriate material safety data sheet, your Project Supervisor or the Safety Director for additional details as necessary. Steel-toed work boots are recommended, but not necessary unless otherwise dictated, to help eliminate toe and foot injuries.
12. **Personal Fall Protection (PFP) full body harnesses and lanyards are required when working at unprotected elevations of 4 feet or more in general industry and 6 feet or more in the construction industry. Your Supervisor or Safety Director will make this assessment as to what standard applies.**
13. All employees are expected to use sound judgment in their personal habits. When reporting to work each day, you must be in fit condition and able to meet your daily obligations.