

# Safety talk – Personal Protective Equipment (PPE)

## Introduction

Safety is important to

<insert company name>

and we are committed to the safety and wellbeing of our employees and other persons that are part of our business. You as an employee or contractor have a responsibility to follow

<insert company name>

site safety requirements.

Personal Protective Equipment, more commonly known as PPE, is equipment or clothing designed to protect the wearer from harm.

PPE is provided to control hazards identified in the workplace where it is not practicable to eliminate or control the hazard through other measures or if additional protection is required to support existing hazard control measures.



## Types of PPE

PPE may include, but is not limited to the following:

- Eye and Face Protection such as:
  - Safety Glasses
  - Face Shields
  - Safety Goggles
  - Sunglasses
  - Welding Goggles
- Hearing Protection such as:
  - Earmuffs
  - Earplugs
- Gloves including:
  - Chemical Resistant
  - Cut Resistant
  - Both Chemical and Cut Resistant
- Safety Boots or Shoes
- Dust Masks and Respirators
- High Visibility Vests or Clothing
- Protective Clothing such as:
  - Coveralls
  - Overalls
- UV Protection such as:
  - Hats
  - Sunscreen
  - Long Sleeves and Pants

## PPE Use

PPE must be used correctly and for the purpose it was designed for – see the manufacturer’s instructions on the packaging.

Always select the most appropriate PPE for the task. Refer to relevant Safe Work Instructions or safety procedures for further information.

For PPE to be effective it must fit you appropriately, so always select the correct size gloves; glasses that cover your eyes and fit your face; and safety boots that are comfortable to wear all day.

## PPE Storage and Care

PPE needs to be appropriately maintained, cleaned and stored to ensure it remains effective – see the manufacturer’s instructions on the packaging for care advice.

Always avoid sharing PPE with others.

PPE must be replaced when it is no longer fit for use, that is when it is damaged or no longer effective. Do not reuse disposable and single use PPE. Speak to your Manager/ Supervisor to obtain new PPE.

### REPORT ALL

- Hazards
- Events/Injuries
- Near Misses
- Environmental Issues
- Damage

to your Supervisor/Manager  
**IMMEDIATELY!**

### REMEMBER

safety is everyone’s responsibility.

If have any questions or concerns, please speak with your Supervisor/ Manager.

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