



# Saskatchewan Health Authority

## Policy

Saskatoon & Area - Occupational Health & Safety

**Number:** 53-020

**Title:** Physical Hazard: Personal Protective Equipment

**Saskatchewan Employment Act:**

**OHS Regulation:** 7-1 to 7-22

**Date:** January 1, 2017

**Date Revised/Reaffirmed:** December 30, 2021

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### Purpose

To ensure that when PPE is required, workers of all levels know how to choose the appropriate personal protective equipment (PPE) for the task, as well all workers need to be trained in the proper use, maintenance and storage of all PPE

### Roles and Responsibilities

Employer must ensure:

- Approved PPE is supplied to all workers at no cost to the worker
- The PPE is used by the workers
- The worker has appropriate time during regular paid hours to clean PPE if required
- When required that work tasks are adjusted to eliminate or reduce the danger or discomfort that may result from extended PPE use

Manager/Supervisor must ensure:

- That roles and responsibilities of all workers are being met, as well as applicable legislation and/or standards
- That engineering controls have been implemented and if the engineering controls are not practical, applicable or sufficient, the appropriate PPE shall be employed to reduce or eliminate the exposure of a work to the hazards
- Safe work procedures for the use of the PPE in relation to the work are written and followed
- Adequate supervisor is provided to ensure that workers use the PPE according to the safe work procedures
- The PPE is available and readily accessible before work begins
- The PPE is stored in a clean and secure location
- All workers have received training in the selection, use, care and storage of PPE and are aware of the location of all PPE
- Worker is accommodated with alternative work arrangements if they are medically unable to wear required PPE
- All workers are educated on why they PPE is required and what the limitations of the protection the PPE provides
- All PPE provided to the workers is adequate and proper fit
- PPE is maintained and kept in a sanitary condition

- Any PPE that is defective or not suitable for a specific task is repaired or replaced

Worker must ensure:

- They are trained in and follow the safe work procedures
- They are trained in and use any PPE required (selection, use, care and storage)
- They report to their manager/supervisor and the Safety Alert System/Incident Report Line any incidents or near misses in relation to PPE e.g. failure of PPE, lack of PPE provided etc.
- They use all required PPE to perform assigned work
- They make every effort not to damage the PPE
- They return any PPE that has become defective or is not suitable for a given task and explain to their supervisor why the PPE is not sufficient

### **Orientation & Training**

- Training specific to the Personal Protective Equipment being used

### **Materials**

- Appropriate PPE if required

### **Non-Compliance/Breach:**

Non-compliance with this policy will result in a review of the incident. A review for non-compliance may result in disciplinary action, up to and including termination of employment or privileges; fines and /or prosecution of individuals under the Saskatchewan Employment Act and OHS Regulations.

### **References**

- To be used in conjunction with OHS Policy Fall Protection 53-014

Review Dates:

January 1, 2017

June 5, 2018

December 30, 2021