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| Toolbox No.6  | Issue No. 1                                       | Date: May 2023 |
|  | <b>TOOL BOX TALK</b>                              |                |
|   | <b><u>Personal Protective Equipment (PPE)</u></b> |                |

**Scope:**

PPE is equipment that can be worn by a person to reduce or eradicate the risks to a person's health and safety when carrying out certain types of work.

**Things to Consider**

**Types of PPE** – there are 4 main categories of PPE; hearing protection such as earmuffs or earplugs to protect from hazardous noise, skin, and body protection to protect from physical and chemical hazards, face and eye protection from physical and chemical hazards such as UV light and acids, sparks and flying objects and respiratory protection to provide protection from physical, chemical and biological hazards.

**PPE Selection** – for PPE to be most effective, you should identify the potential physical hazard and the potential exposure hazards, ensure the PPE is suitable for the nature of the work, ensure the PPE is of the correct size, fits and is comfortable to wear, ensure multiple garments of PPE are compatible with each other, ensure PPE meets industry standards and identify and manage any new risks associated with the wearing of PPE.



**Maintenance and Fitting of PPE** – for respiratory protection that has a tight-fitting seal, fit testing should be conducted to ensure correct fit and selection. Training must be completed on how to put on and take off a respirator and how to maintain the respirator. For hearing protection, ensure it is fitted correctly, have correct class and wearers know how to correctly wear hearing protection. Think about who is responsible for PPE maintenance (checking for any damage or defects, changing filters, cleanliness of PPE), how the PPE will be stored in accordance with the manufacturer's instructions and who will be recording the expiry dates or the dates that the next inspections are due.

**Takeaway Points:**


PPE reduces risk but does not eliminate the risk

PPE should be correctly selected and fitted

Workers need training on the correct methods to wear, use and remove PPE safely after use

PPE needs to be maintained and stored properly.



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**Applicable Legislation:**

[Personal protective equipment \(PPE\)](#)

**Related Documents:**

