UAP Purpose

The purpose of this University Administrative Procedure (UAP) is to ensure that personal protective equipment is used where appropriate in the workplace to protect individuals from workplace hazards such as chemical, radiological, or biological materials or mechanical irritants.

Definitions

Personal Protective Equipment (PPE) - equipment worn to minimize exposure to a variety of hazards. Examples of PPE include, but are not limited to, gloves, foot and eye protection, protective hearing devices, hard hats, respirators and full body suits.

Official Procedures and Responsibilities

1. REQUIREMENTS, RESPONSIBILITIES, AND PROCEDURES

1.1 When engineering, work practice and administrative controls are not feasible or do not provide sufficient protection, supervisors must provide PPE to their employees and ensure its use.

1.1.1 The Office of Environmental Health and Safety (EHS) can provide professional advice/guidance applicable to PPE and, when requested, provide employees with interpretation of requirements for PPE.

1.2 Supervisors are responsible for determining proper PPE based on the potential or known hazards associated with the workplace.

1.3 Supervisors will instruct their employees on:

1.3.1 What PPE must be used;

1.3.2 When PPE is necessary;

1.3.3 How to properly use, inspect, maintain, and dispose of PPE; and,

1.3.4 The limitations of the PPE.
1.4 Supervisors should verify that each employee demonstrates an understanding of the provided instruction and the ability to properly wear and use the PPE before employees are allowed to perform work requiring the use of the PPE.

1.4.1 If a supervisor believes that a previously instructed employee is not demonstrating proper understanding and skill level in the use of PPE, that employee should receive reinstruction.

1.4.2 If there is a change in the workplace or in the type of required PPE, any affected employees should receive additional instruction and/or reinstruction.

1.5 The Office of EHS is available to review and approve PPE procedures, plans, and usage.

1.6 Refer to the PVAMU Safety Manual - Chapter 14 Personal Protective Equipment.

2. CRITERIA FOR PPE

2.1 PPE selection shall comply with applicable standards and guidelines such as American National Standards Institute (ANSI), National Institute for Occupational Safety and Health (NIOSH), Mine Safety and Health Administration (MSHA), or other nationally recognized standards.

Related Statutes, Policies, Regulations and Rules

System Policy 24.01 Risk Management

System Regulation 24.01.01 Supplemental Risk Management Standards

Contact Office

Office of Environmental Health and Safety 936-261-1746