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1 Purpose

Where effective control of hazards by engineering, administrative controls or other methods is infeasible or impractical, the use of personal protective equipment (PPE) is the last line of defense to protect employees from harm. This standard outlines the requirements for the use of PPE by Silver Eagle Distributors Houston, LLC (Silver Eagle Houston) employees. When required, Silver Eagle Houston will provide necessary PPE at no cost to its employees.

2 Roles and Responsibilities

2.1 Managers, Supervisors and HSE Department

- Assess workplace for hazards
- Evaluate methods to control the hazards
- Provide PPE when hazards cannot be completely or effectively controlled
- Determine when to use
- Instruct employees in proper use
- Post signs in areas where specific PPE use is required

2.2 Employees

- Use PPE in accordance with instructions
- Inspect and maintain PPE daily
- Remove damaged or defective PPE from service

3 Requirements


3.1 PPE Hazard Assessments

Silver Eagle Houston will perform and verify a workplace hazard assessment using SED-CORP-HSE-04-015 – PPE Hazard Assessment Checklist. This written certification shall identify the workplace or area evaluated, the person certifying that the evaluation has been performed, and the date of the hazard assessment. New assessments will be performed whenever a new hazard is introduced into the workplace.

Employees will be trained in the proper use of PPE identified in the assessment and supervisors will ensure that employees wear and use the PPE properly.

3.2 PPE Types

- Eye - safety glasses, goggles
- Face - face shields
- Head - hard hats
- Feet - safety shoes
- Hands and arms – gloves

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- Hearing – ear plugs and ear muffs
- Respiratory - respirators

3.2.1 Eye Protection

3.2.1.1 Hazards

- Dust and other flying particles, such as metal shavings or sawdust
- Corrosive gases, vapors, and hazardous liquids
- Molten metal that may splash
- Blood and other bodily fluids
- Intense light from welding and lasers

3.2.1.2 Criteria for Selection

- Must protect against specific hazard(s)
- Must be comfortable to wear
- Must not restrict vision or movement
- Must be durable and easy to clean and disinfect
- Must not interfere with the function of other required PPE

3.2.1.3 Eye Protection for Employees Who Wear Eyeglasses


Ordinary glasses do not provide the required protection against workplace hazards. Proper choices include:

- Prescription glasses with side shields and protective lenses
- Goggles that fit comfortably over corrective glasses without disturbing the glasses
- Goggles that incorporate corrective lenses mounted behind protective lenses

3.2.1.4 Safety Glasses

In accordance with 29 CFR 1910.133(a)(6), all employees and visitors shall wear ANSI Z87.1 approved safety glasses when the potential for eye injury exists, except when special-purpose eye protection is needed. This eye protection will be furnished by Silver Eagle Houston. Guidelines:

- Made with metal/plastic safety frames
- Most operations require side shields
- Used for moderate impact from particles produced by jobs such as carpentry, woodworking, grinding, and scaling

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3.2.1.5 Goggles

- Protects eyes and area around the eyes from impact, dust, and splashes
- Some goggles fit over corrective lenses

3.2.2 Face Shields

- Full face protection
- Protects face from dusts and splashes or sprays of hazardous liquids
- Does not protect from impact hazards
- Wear safety glasses or goggles underneath:
 - Welding Shields
 - Hearing Protection

3.2.3 Head Protection

3.2.3.1 Hazards

- Falling objects such as tools
- Bumping head against objects, such as pipes or beams
- Contact with exposed electrical wiring or components


3.2.3.2 Selecting the Right Hard Hat

Company-supplied hard hats meeting ANSI Z89.1 requirements will be worn by employees and visitors in any area where head injury hazards exist.

Class A	<ul style="list-style-type: none"> • General service (building construction, shipbuilding, lumbering) • Good impact protection but limited voltage protection
Class B	<ul style="list-style-type: none"> • Electrical / Utility work • Protects against falling objects and high-voltage shock and burns
Class C	<ul style="list-style-type: none"> • Designed for comfort, offers limited protection • Protects against bumps from fixed objects, but against falling objects or electrical shock

3.3 Foot Protection

- 3.3.1 Safety toe shoes/boots meeting ANSI Z41.1 specifications shall be worn by employees in areas which require the use of such footwear. Other types of special protective footwear, such as rubber boots, foot protectors and metatarsal guards shall be worn when required, based on conditions identified in a PPE hazard assessment.

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3.3.2 Must be worn when any of these are present:

- Heavy objects that might roll onto or fall on employees' feet
- Sharp objects such as nails or spikes that might pierce ordinary shoes
- Molten metal that might splash on feet
- Hot, wet or slippery surfaces

3.3.3 Safety Shoes/Boots

- Impact-resistant toes and heat-resistant soles protect against hot surfaces.
- Some have metal insoles to protect against puncture wounds
- May be electrically conductive for use in explosive atmospheres, or nonconductive to protect from workplace electrical hazards

3.4 Hand and Arm Protection


3.4.1 Hand injuries are one of the most common injury types. Wearing the proper type of protective gloves is one key control in the prevention of hand injuries. There are a multitude of protective gloves that offer various palm types, cut protection and glove weights.

3.4.2 Hazards

- Burns
- Bruises
- Abrasions/Cuts
- Punctures
- Fractures
- Amputations
- Chemical Exposures

3.4.3 Selection

- Durable gloves made of metal mesh, leather, or canvas.
 - Protects from cuts, burns, heat
- Fabric and coated fabric gloves.
 - Protects from dirt and abrasion
- Chemical and liquid resistant gloves.
 - Protects from burns, irritation, and dermatitis
- Insulating rubber gloves.
 - Reduces exposure to electrical shock

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3.5 Hearing Protection

3.5.1 When it is not feasible to reduce the noise or the duration – use ear protective devices. Ear protective devices inserted in the ear shall be fitted.

3.5.2 Hearing protection is required:

- After implementing engineering and work practice controls
- When employee’s noise exposure exceeds an 8-hour time-weighted average sound level (TWA) of 90 dBA
- When employees are exposed to an 8-hour TWA of 85 dBA and have hearing loss.

3.5.3 Hearing Protector Types:

- Ear plugs
- Ear muffs
- Combination of ear plugs and ear muffs

3.5.4 Consult SED-CORP-HSE-02-021 - Hearing Conservation for more guidance on hearing protection requirements.

3.6 Respiratory Protection

3.6.1 If airborne contaminants cannot be kept below actionable levels through ventilation or other means, respirators will be worn by the affected employee(s).


3.6.2 Requirements for respirator use are outlined in SED-CORP-HSE-02-022 – Respiratory Protection.

4 Training

4.1 Silver Eagle Houston will provide initial training in PPE as a part of new employee orientation training. All PPE training will be documented, including the employee name, training date and class material, and kept in the individuals training or personnel folder. Retraining will be conducted when there is a change in the workplace or type of PPE or the employee demonstrates lack of skill or understanding to properly put on, wear, and remove PPE.

4.2 Training will cover:

- Limitations;
- When and how to wear;
- How to identify signs of wear;
- How to clean, disinfect, and store PPE;
- What is its useful life & disposal;
- Proper selection of PPE according to the hazard or environment present;
- Reason for selection of a particular PPE article and how it will protect them; and
- Fitting, including proper donning, doffing, cleaning, and maintenance.

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5 References

- SED-CORP-HSE-04-015 - PPE Hazard Assessment Checklist
- OSHA 29CFR, SUBPART I – PERSONAL PROTECTIVE EQUIPMENT
- OSHA 29CFR1910.132
- OSHA 29CFR1910.133
- OSHA 29CFR1910.135
- OSHA 29CFR1910.136
- OSHA 29CFR1910.138
- SED-CORP-HSE-02-021 - Hearing Conservation
- SED-CORP-HSE-02-022 – Respiratory Protection

6 Document Revision Register

Revision #	Section #	Date	Revision Description
0		01/01/2020	Initial Issue