

# CUSTOM ARCHITECTURAL WOODWORK, INC.

## PERSONAL PROTECTIVE EQUIPMENT

### WHAT IS PPE?

PPE = Personal Protective Equipment

### OSHA REQUIREMENTS:

OSHA requires that the workplace be assessed for hazardous which require that an employee wear certain personal protective equipment. OSHA also requires that we have a written certificate of hazard assessment outlining what personal protective equipment you should wear and what you should not wear for certain locations in the facility or certain machinery and equipment. We are further required to instruct you in the proper use and care of PPE and, lastly verify the training.

### PERSONAL PROTECTIVE EQUIPMENT REQUIREMENTS:

In each Employee Policies & Procedures Manual, Certificates of Hazard Assessment are provided for this facility. Required PPE is to be worn at all times for the location/machine/equipment listed. Non-Required PPE is not feasible and may interfere with the operation, administration and/or engineering controls, thereby causing injury. PPE assessment is outlined below:

1. Machining Department: All machines and equipment

- **REQUIRED:** Safety Glasses  
Ear Protection  
Dust Masks
- **NON-REQUIRED:** Gloves

2. All Areas of Facility: Portable Sanders

- **REQUIRED:** Dust Masks

- NON-REQUIRED: Gloves
3. All Areas of Facility: Powered Nail Guns
- REQUIRED: Safety Glasses
  - NON-REQUIRED: Gloves
4. All Areas of Facility: Portable Routers
- REQUIRED: Dust Masks  
Ear Protection  
Safety Glasses
  - NON-REQUIRED: Gloves
5. Paint Department: Spray Equipment
- REQUIRED: Filtered Respirator  
Safety Glasses
  - NON-REQUIRED: Gloves
6. Paint Department: Cleaning & Mixing
- REQUIRED: Gloves  
Safety Glasses

- NON-REQUIRED: n/a

**PPE CARE AND USE:**

1. Do not use broken safety equipment.
2. Do not re-use masks.
3. Keep safety equipment clean and in good repair.
4. Respirator should have filters change regularly.
5. Gloves should be kept clean and free from tears or holes.