Personal Protective Equipment (PPE) Program Template



Organization Name

Personal Protective Equipment (PPE) Program

Purpose

At Organization Name, we believe it is our obligation to provide a hazard-free environment to our employees. Each employee encountering hazardous conditions must be protected against potential threats. Personal Protective Equipment (PPE) can shield or isolate you, the employee, from chemical, physical, biological, or other hazards that may be present in the workplace. This program is designed to establish and inform you of our PPE guidelines. (See the “Respiratory Protection Program” and “Hearing Conservation Program” in our Organization Name *Safety Manual*.)

Administrative Duties

The Job Title, Safety Professional Name, will designate appropriate supervisors to assist in training each employee and monitoring his/her use of PPE.

This written plan is kept in in the following locations.

Table1. Program Location

Facility	Program Location	Person in Charge of Keeping Program
Facility	***Location***	***Safety Professional Name***
Facility	***Location***	***Safety Professional Name***
Facility	***Location***	***Safety Professional Name***

If, after reading this program, you find that improvements can be made, please contact the *Job Title*, Safety Professional Name. We encourage all suggestions because we are committed to the success of our “Personal Protective Equipment Program.” We strive for clear understanding, safe behavior, and involvement in the program from every level of the company.

Hazard Assessment

The basic element of any PPE program is an in-depth evaluation of the equipment needed to protect against hazards at the workplace. This evaluation is the initial hazard assessment; written documentation is required. The basic objective of any PPE program should be to protect the wearer from incorrect use and/or malfunction of PPE. The purpose of this “Personal Protective Equipment (PPE) Program” is to document the hazard assessment as well as protective measures currently used at Organization Name. PPE devices are not to be relied on as the only means to provide protection against hazards. Where possible, hazards are abated first through engineering controls, abetted by PPE to provide protection against hazards that cannot reasonably be abated otherwise.

A safety designee is assigned to assess the hazards present that require PPE at their location. The following table lists the safety designee for hazard assessment…