FEBRUARY 2025

ENVIRONMENTAL HEALTH & SAFETY

PERSONAL PROTECTIVE EQUIPMENT

UNC CHARLOTTE
9201 UNIVERSITY CITY BLVD., CHARLOTTE, NC 28223

Table of Contents

I. Purpose

The purpose of this written program is to comply with Occupational Safety and Health Administration (OSHA) Personal Protective Equipment (PPE) standard – 29 CFR 1910.132. It is the goal of UNC Charlotte to use engineering controls as the primary method for protecting employees. However, when additional protection is necessary, appropriate PPE will be worn.

II. Scope

This program is applicable to UNC Charlotte employees. All employees are required to follow the minimum procedures outlined in this program. Any deviations from this program must be immediately reported to the Environmental Health and Safety (EHS) Office and/or departmental management.

III. Definitions

A. Eye/Face Protection

Equipment that is designed to protect the eyes and face. Examples of hazardous exposures to the eyes and face include flying particles, molten metal or sparks, liquid chemicals, acids or caustic liquids, potentially injurious light radiation (lasers, welding), and biological exposure.

B. Foot Protection

Equipment that is designed to provide protection for the feet. Work activity that could cause injury to the feet includes exposure to falling or rolling objects, objects piercing the sole, harmful chemicals, or electrical hazards.

C. Head Protection

Equipment that is designed to protect the head from potential injury from falling objects, electrical hazards, or contact with overhead surfaces that could cause injury.

D. Hand Protection

Equipment that is designed to protect the hands from exposure to harmful substances, severe cuts or lacerations, abrasions, punctures, chemical burns, thermal burns, and harmful temperature extremes.

E. Body Protection

Equipment that is designed to protect the body from potential injury, including impact, abrasion, cuts, burns, and exposure to hazardous materials or extreme temperatures.

F. Hearing Protection

Equipment that is designed to protect the wearer's hearing during exposure to high noise levels.

G. Respiratory Protection

Equipment that is designed to protect the respiratory system of the wearer from harmful dusts, fogs, fumes, mists, gases, sprays, or vapors.

H. PPE

Devices worn by employees to protect against hazards in the environment.

I. PPE Hazard Assessment

The process of identifying hazards in the workplace and selecting appropriate PPE to protect employees against the hazards identified.

IV. Program Responsibilities

A. Executive Leadership

UNC Charlotte has legal responsibility for compliance with the occupational safety and health standards.

B. Program Administrator

The EHS Office is responsible for:

1. Planning and recommending programs that adhere to all applicable federal, state, and local laws and regulations pertaining to environmental health and safety.
2. Assisting supervisors with implementing environmental health and safety programs in their areas.
3. Curtailing or stopping work that poses a clear and imminent danger to the health or safety of the University community.

4. Periodically reviewing the program and updating it as needed to ensure compliance with all applicable federal and state regulations.

C. Departmental Management

Management is responsible for:

1. Planning and developing budget requests for departmental safety programs.
2. Developing safety procedures, work practices, and safe working areas for all those under their supervision.
3. Supporting safety and health as a model to those they supervise.
4. Supplying appropriate equipment and training.
   Enforcing environmental health and safety regulation by invoking disciplinary action or administrative sanction.

D. Employees

Every UNC Charlotte employee is responsible for conducting himself/herself in accordance with this program. All employees shall:

1. Adhere to all safety policies, programs, procedures, and practices while performing his/her duties in a safe manner.
2. Notifying your immediate supervisor of unsafe working conditions, potential hazards, and accidents as soon as possible.

V. PPE Hazard Assessment

PPE hazard assessments will be conducted in cooperation with the EHS Office and the department supervisor/manager to identify the need for and proper selection of PPE. The PPE Hazard Assessment Form (Appendix A) or other compliance method should be used to document the assessment used for guidance on conducting PPE hazard assessments. The PPE selection decisions will be communicated to employees during training or other information sharing methods.

VI. Selection

Consideration is given to comfort and fit of PPE in relation to the assigned task to ensure that the PPE is effective and will be used properly. Required PPE is provided; employees do not procure their own PPE unless approved to do so by their supervisor. PPE ***must*** meet the appropriate industry standards:

A. Eye and face protection must comply with ANSI Z87.1 (current)

B. Head protection must comply with ANSI Z89.1 (current)

C. Foot protection must comply with ANSI Z41 (current)

D. No industry standard is available for hand protection. However, selection must be based on performance characteristics of the hand protection in relation to the associated tasks and hazards. Glove selection guides are available from glove vendor web sites.

E. Cleaning and Maintenance

1. Users are responsible for cleaning and maintaining PPE. PPE is inspected, cleaned, and maintained at regular intervals to ensure adequate protection and performance. Damaged or compromised PPE is not used. If it cannot be repaired, it must be disposed of in an appropriate manner, normally the trash. PPE that cannot be decontaminated is disposed of as follows:

   a. PPE that is contaminated with a hazardous chemical is disposed of in the appropriate chemical waste container.
   b. PPE that is contaminated with radioactive material is disposed of in a solid waste container designated for that radioactive material.
   c. PPE that is contaminated with biological materials is disposed of in the appropriate biohazard waste container.

VII. Head Protection

Employees are required to wear appropriate head protection when exposed to:

A. Falling or moving objects

B. Hazards from exposed electrical conductors

C. Impact hazards

VIII. Eye and Face Protection

A. Employees are required to wear appropriate eye and face protection (safety glasses, goggles, or face shields) when exposed to:

1. Flying debris
2. Molten metal
3. Splashes involving chemicals
4. Harmful mists, gases or vapors
5. Laser, ultraviolet, or other intense illumination
6. Splashes involving body fluids

B. Additionally, safety glasses, goggles, and face shields shall provide protection from flying debris entering from the side of the protective

equipment. Eye and face protection shall accommodate prescription lenses, either by fitting over prescription lenses, or by incorporating them into its design.

C. Prescription safety glasses with side shields are 100% State funded. Employees are responsible for the cost of their individual eye examination.

IX. Hearing Protection

A. Employees should use appropriate hearing protection when required due to noise hazards associated with their job or workplace.

B. See the University's Hearing Conservation Program for the procedures and requirements for obtaining and using hearing protection.

X. Respiratory Protection

A. Respiratory protection is used to prevent exposure to airborne contaminants. The Respiratory Protection Program outlines specific compliance requirements for this type of PPE.

B. See the University's Respiratory Protection Program for the procedures and requirements for obtaining and using respiratory protective equipment.

XI. Hand Protection

A. Employees are required to wear appropriate hand protection when exposed to:

1. Chemicals which may be absorbed through skin
2. Chemicals which may damage the skin
3. Objects which may cut or puncture the skin
4. Biological agents, human or animal tissues, body fluids
5. Harmful temperature extremes
6. Radioactive materials

B. Hand protection is to be chosen according to the type of work performed.

XII. Foot Protection

A. Employees are required to wear appropriate foot protection when exposed to:

1. Heavy objects may fall onto the feet
2. Objects which may penetrate the shoe and cut or puncture the feet

B. Examples of safety footwear include:
   1. Steel toe shoes/boots
   2. Steel shank boots

C. Employees are provided with a safety shoe allowance.

XIII. PPE for Electrical Work

PPE required for electrical work includes, but is not limited to,-Arc Flash clothing, gloves, and sleeves. Specific information for electrical PPE is found in the Electrical Safety in the Workplace Program.

XIV. Body Protection

A. In some scenarios PPE may be required to protect an employee from job-specific hazards or unique hazardous scenarios. Some examples of these types of PPE are:

   1. Chemical splash aprons
   2. Protective coveralls
   3. Lab coats
   4. Disposable medical gowns
   5. Disposable shoe covers
   6. Welding aprons and/or sleeves
   7. Chainsaw chaps
   8. High visibility safety vests

XV. Training

A. Each employee required to wear PPE must be trained. The training will consist of the following:

   1. When PPE is necessary
   2. What PPE is necessary
   3. How to properly don, doff, adjust, and wear PPE
   4. The limitations of PPE
   5. The proper care, maintenance, useful life and disposal of PPE

B. Re-training:

   1. Changes in the workplace rendering previous training obsolete.
   2. Changes in the types of PPE to be used rendering previous training obsolete.
   3. Inadequacies in an affected employee's knowledge or use of assigned PPE indicate that the employee has not retained the requisite understanding or skill.

Appendix A – PPE Hazard Assessment Form

PPE Hazard Assessment Form