

14.20 Personal Protective Equipment (PPE)

Policy:

It is the policy of Licking/Knox Goodwill Industries, Inc. to insure the use of personal protective equipment.

Procedure:

The use of personal protective equipment is mandatory when indicated by the Bloodborne Pathogen Policy and Exposure Control Plan (Policy & Procedure 14.19), by a material safety data sheet, or at any time when the need for personal protective equipment is in question.

The list below identifies personal protective equipment and explains possible uses.

Safety glasses with side shields or goggles are provided at all job locations. Safety glasses or goggles are required to be used at all times when diluting chemicals, filling chemical bottles, using equipment or machines (such as, outdoor vacuums and lawn mowers) or when cleaning around machines.

Latex gloves are designed to protect the skin from chemicals and hazards. Gloves must be worn when cleaning restrooms, blood spills or when there is the possibility that the skin will be exposed to chemicals, blood or other potentially infectious materials.

Calfskin gloves are designed to protect the skin from cuts. These gloves are used to remove trash.

Puncture resistant gloves are used to protect the hands from puncture wounds and cuts to the hands from sharp objects and while using tagger guns. Puncture resistant gloves are mandatory for use in processing donations, when using tagger guns and in the salvage areas of the Retail Division.

Cut proof gloves are designed to protect hands from sharp objects. These gloves are used when cutting cardboard and recycling materials.

Earplugs are designed to filter loud noise in order to protect hearing. Employees working at some contracts or in the Transportation and Maintenance areas must wear earplugs when working in machine shop areas. Signs are posted to notify workers of this requirement.

Safety goggles and face shields are designed to protect the face and mucous membranes from blood splashes. Shields are located in the Spill Kit #7354 and are provided at contracts specifying the cleaning of bloodborne pathogens.

Safety, steel-toed shoes with tread and no holes must be worn in certain areas at certain contracts.