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When operating machinery, observe each machine’s specific requirements for the use of PPE.

**Boots**

1. **bd06729_**Footwear should have leather uppers, resilient and rigid soles, adequate arch support, and protective steel toecaps.

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1. Approved joggers with built-in steel toecaps are permissible in some situations.
2. Damaged or worn-out footwear must be replaced. Check condition of sole for grip.
3. Appropriate footwear must be worn to minimise falls on wet, slippery or sloping surfaces.

**hh01788_Hand Protection**

1. Hand injuries are the most common in the work place.
2. There is a wide range of specific purpose gloves and mittens for handling everything from timber materials to hazardous chemicals.
3. Wherever there is a risk of damage to your hands, pull on some gloves.

**Head Protection – Safety Helmets *– where required***

1. Adjust the headband so that the helmet fits comfortably.
2. A properly fitted helmet will remain in place when you touch your toes.
3. Attach a chinstrap where conditions such as high wind might case loss of helmet.
4. Maintain the helmet (e.g. clean the harness with soap and water regularly).
5. Replace harness every 2 years.
6. Replace helmet every 3 years.
7. Replace immediately, if helmet is defective or sustains a major impact.
8. Ensure helmet meets required standards.
9. Wear it at all times - do not remove it for what you consider “no risk” situations. There is no such thing as a hazard free area on site.

**Eye Protection**

1. **in00405_**The second highest category of injuries involves the eyes.
2. As well as the most obvious situations such as nail gun, water blaster and air compressor operations, eye protection should be worn wherever there is a risk.
3. A wide range of types of protection is available, from simple goggles to full face shields. Choose and use the style appropriate to the job.

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**Hearing Protection**

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1. Hearing protection MUST be worn in signed areas.
2. It takes surprisingly little to PERMANENTLY damage your hearing ---- a power saw emits 110 decibels, and this level of sound will definitely cause damage.
3. There is a wide range of approved earplugs and earmuff protectors available. Some situations may demand using both.

**Respiratory Protection**

1. **in00408_**Aside from the clearly hazardous instances, consider the situations where dust, fragments, vapours and fumes may cause harm.
2. Many commonly used chemicals, glues, fixatives, solvents and finishers can damage your respiratory system. In some cases the effects may not be evident for years.
3. Whether it is a simple disposable mask or a more sophisticated respirator, whenever the need arises, use it.

**Jewellery and Long Hair**

**j0079016**Jewellery can cause personal injury if it “catches” on something, so it is advisable not to wear the following on the job:

1. Rings - either on the finger or in the ear, or other areas
2. Bracelets, watches or leg chains
3. Neck chains, etc.
4. Long hair should be tied back.