

# PERSONAL PROTECTIVE EQUIPMENT REQUIREMENTS

## PERSONAL PROTECTIVE EQUIPMENT REQ

**Polar Dynamics Robotics, Inc.**

*Effective Date: January 1, 2024*

*Document Version: 2.1*

*Policy Number: HR-PPE-2024-01*

### 1. PURPOSE AND SCOPE

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1. This Personal Protective Equipment ("PPE") Requirements document esta

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2. This policy applies to all Company facilities, including but not limited to:

- a) Manufacturing floors
- b) Cold-environment testing chambers
- c) Research and development laboratories
- d) AMR maintenance areas
- e) Customer demonstration zones
- f) Quality control testing facilities

## **2. DEFINITIONS**

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1. "Cold Zone" refers to any Company facility area maintained at or below 0

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2. "Extreme Cold Zone" refers to any Company facility area maintained at or

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3. "PPE" includes all required protective equipment as specified in Section 3

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4. "Authorized Personnel" refers to employees, contractors, or visitors who h

### **3. REQUIRED PPE BY ZONE**

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1. Standard Factory Floor PPE Requirements:

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Safety glasses with side shields (ANSI Z87.1 certified)

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Steel-toed safety boots (ASTM F2413-18 certified)

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High-visibility vest (ANSI/ISEA 107-2020 Type R Class 2)

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Cut-resistant gloves (ANSI/ISEA 105-2016 Level A3)

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Long-sleeve work shirts and full-length pants

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2. Cold Zone Additional Requirements:

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Insulated coveralls (EN 342:2017 certified)

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Cold-resistant gloves (EN 511:2006 certified)

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Thermal underlayers

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Insulated safety boots rated to -20°C

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Cold-environment head protection

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### 3. Extreme Cold Zone Additional Requirements:

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Arctic-grade insulated suit (EN 342:2017 certified)

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Double-layer insulated gloves

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Face protection shield

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Emergency thermal blanket

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Personal temperature monitoring device

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Buddy system required

#### **4. TRAINING AND CERTIFICATION**

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1. All personnel must complete the following before accessing restricted area

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Initial PPE training (4 hours)

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Cold environment safety certification

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Emergency response protocol training

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Annual refresher courses

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Zone-specific safety orientation

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2. Documentation Requirements:

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Training completion records

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PPE inspection logs

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Zone access authorization

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Medical clearance for extreme cold exposure

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Emergency contact information

## **5. INSPECTION AND MAINTENANCE**

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1. Daily PPE Inspection Requirements:

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Visual inspection before each use

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Functionality testing of all components

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Verification of certification dates

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Documentation of inspection results



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## 2. Maintenance Protocols:

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Monthly detailed inspection by safety officer

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Immediate replacement of damaged equipment

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Quarterly testing of thermal properties

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Annual third-party certification review

## **6. COMPLIANCE AND ENFORCEMENT**

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### 1. Compliance Monitoring:

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Random safety audits

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Video surveillance review

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Supervisor spot checks

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Safety committee inspections

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2. Violations and Penalties:

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First violation: Written warning

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Second violation: Suspension of access privileges

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Third violation: Disciplinary action up to termination

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Willful violations: Immediate termination

## **7. EMERGENCY PROCEDURES**

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1. In case of PPE failure or malfunction:

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Immediately exit restricted area

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Report incident to supervisor

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Complete incident report

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Surrender equipment for investigation

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2. Medical Emergency Response:

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Activate emergency alarm

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Contact facility medical officer

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Implement buddy system evacuation

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Follow cold exposure protocol

## **8. POLICY UPDATES AND REVIEW**

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1. This policy shall be reviewed annually by the Company's Safety Committee

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Changes in applicable regulations

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New technology implementation

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Incident investigation findings

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Industry best practices

## **9. ACKNOWLEDGMENT**

I acknowledge that I have read, understood, and agree to comply with all PPE requirements specified in this document.

**Name:** 13 -

**Employee ID:** \_

**Date:** \_

**Signature:** \_

## **10. APPROVAL**

APPROVED BY:

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Dr. Elena Frost

CEO, Polar Dynamics Robotics, Inc.

Date: January 1, 2024

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Sarah Nordstrom

COO, Polar Dynamics Robotics, Inc.

Date: January 1, 2024

