



SDS Lumber Company LLC

P.O. Box 480
Carson, WA 98610
(509) 493-2155

PPE Protection Policy

Prepared by: Vernon Buchanan
ESHS Manager
SDS Lumber Company

GENERAL INFORMATION

Name of Facility: SDS Lumber LLC
Type of Facility: Wood Products Manufacturing, SIC Codes 2421, 2435
Location of Facility: 123 Industrial Road
Bingen, WA 98605
Phone Number: (509) 493-2155

Owner: P.O. Box 480
Carson, WA 98610
Phone Number: (509) 493-2155

CERTIFICATION

SDS LUMBER LLC MANAGEMENT APPROVAL

The SDS Lumber Company Fall Protection Program will be implemented as herein described.

Name: _____ Title: _____

Signature: _____ Date: _____

SDS LUMBER LLC SAFETY MANAGER APPROVAL

The designated person responsible for Safety procedures, reporting, and training at this facility is:

Name: _____ Title: _____

I hereby certify that as the designated person, I have thoroughly examined this Safety Policy Plan, I understand it, and agree to put it into effect.

Signature: _____ Date: _____

GENERAL

The Personal Protective Equipment (PPE) Policy has been developed to provide the SDS Lumber Company community with the necessary information to identify work situations that require the use of PPE, to determine the proper selection and use of PPE, and to document this information by using the PPE Hazard Assessment form. This information is important to help ensure the safety and health of all SDS Lumber Company employees.

RESPONSIBILITIES

All Employees shall follow the requirements of the PPE Protection Program. Those who fail to follow prescribed safety and health procedures will be subject to immediate disciplinary action up to and including discharge.

MANAGEMENT

- Provide a safe and healthful work environment for all employees.
- Implement and share in the responsibilities to ensure the performance of the requirements of this program are met.
- Hold all levels of supervision accountable for the health and safety of those employees under their direction.

SUPERVISORS

- Provide an approved selection of PPE as required.
- Provide training for affected Employees.
- Enforce all provisions of this program.

EMPLOYEES

- Follow sanitation and storage procedures.
- Ensure PPE is properly inspected, stored, maintained, and used.

PPE HAZARD ASSESSMENT

All jobs within SDS Lumber Company are evaluated by employees with an awareness of the workplace hazards of the job and documented through a certified PPE hazard assessment that is filed with the Safety & Environmental Office. The hazard assessment must:

- be in writing, paper or electronic format
- be dated month, day and year it was done
- identify by name and title of the individual who is certifying (signing the assessment)
- identify each job/task, the specific hazards and the specific PPE that is required
- identify the department and
- must be identified as a "certified hazard assessment"

PPE alone is not the only hazard control to be relied upon when providing protection for SDS Lumber Company employees. PPE shall be prescribed and used after all other reasonable means of reducing hazards have been carried out. PPE shall, without exception, be worn as directed.

TRAINING AND INFORMATION

Effective training for employees who are required to use PPE is essential. The training must be comprehensive and understandable. Training will be provided prior to requiring the employee to use PPE in the workplace. The training shall ensure that each employee can demonstrate knowledge of at least the following:

- Why the PPE is necessary and how improper fit, usage, or maintenance can compromise the protective effect of the PPE.
- Limitations and capabilities of the PPE.
- How to use the PPE effectively in emergency situations, including situations in which the PPE malfunctions.
- How to inspect, put on and remove, use, and check the PPE.
- What the procedures are for maintenance and storage of the PPE.
- The general requirements of this program.

RECORD KEEPING

The facility will retain written information regarding PPE assessments. This information will facilitate supervisor/employee involvement in the PPE program, and provide a record for compliance determinations by the Washington State Division of Safety & Health (DOSH).

PERSONAL PROTECTIVE EQUIPMENT (PPE).

Proper PPE is necessary to protect our bodies from the hazards related to our work environment. The company approved PPE is as follows:

Foot Protection: Footwear of heavy leather must fully enclose the foot, have a solid support sole that will minimize penetration and be of the lace type or engineer boot.

Safety glasses: Always wear appropriate eye protection in the Mills

Goggles: These can be worn either in place of or in addition to your safety eyewear. Two styles of goggles (cover and cup) have been selected to meet this requirement along with the strap to attach to a hard hat if desired for convenience.

Face shields: Are to be worn as designated by company supervisors.

Hard Hats There are several jobs within the company where overhead dangers have been identified. We have two styles of hard hats available to meet this requirement. Either a cap style hat with the bill worn forward or a full brim style will be acceptable.

High Visibility consists of a fluorescent color (Orange, Yellow, and Green) background material and reflective striping. A high visibility upper body garment will be required to be worn in the log yards. Areas excluded include offices, enclosed operator cabins, lunchrooms, passenger vehicles and high-volume public traffic areas which are defined as the parking lots at the SDS retail sales division, the Business Office, yard office, and the Sales Office.

Gloves: No major changes to glove requirements have been implemented at this time.

PROGRAM EVALUATION

Evaluations of the workplace are necessary to ensure that the PPE protection program is being properly implemented. This includes consulting with employees to ensure that they are using personal protection

equipment properly. Evaluations shall be conducted as necessary to ensure that the provisions of the current written program are being effectively implemented and that it continues to be effective.

Program evaluation will include discussions with employees to assess the employees' views on program effectiveness and identify any problems. Problems that are identified during this assessment shall be corrected.