

PERSONAL PROTECTIVE EQUIPMENT POLICY



Policy Statement

SCCS Survey Equipment Limited strives to promote Health, Safety and Welfare, achieved through the management of Health & Safety in accordance with current legislation and approved codes of practice.

As part of this commitment, we are committed to only using Personal Protective Equipment (PPE) when other more suitable controls cannot be achieved or where alternative controls are not enough to achieve individual safety to a satisfactory degree.

PPE should always be considered as the last line of defence as it is the least effective control method from the hierarchy of controls. PPE is reliant on being worn and used correctly by the individual.

PPE includes any or all equipment (including weather protection) intended to be worn or held by a person at work and which protects that person against one or more risks to their health & safety.

All PPE will be provided free of charge with no costs incurred by the employee.

Policy Aim & Commitments

Company Commitments:

1. Protection of SCCS personnel.
2. Compliance with all requirements of UK Health & Safety legislation.

Scope

This policy applies to:

1. All SCCS personnel regardless (either working on or off site).

Definitions

1. "Company" shall mean SCCS
2. "PPE" shall mean Personal Protective Equipment
3. "RPE" shall mean Respiratory Protective Equipment

1. Legal Requirements Applicable

The Health & Safety at Work Act 1974

The Management of Health & Safety at Work Regulations 1999.

Personal Protective Equipment at Work Regulations 1992 as amended 2002.

PPE Regulations 2022

PERSONAL PROTECTIVE EQUIPMENT POLICY

Policy Reference:	014.7.2014.PL
Revision No:	11
Date of 1 st Issue:	17/03/14
Date of Revision:	27/03/23
Reviewed by:	Roz Wankling
Approved by:	Kevin Smith

2. Purchasing Considerations & Availability of PPE

General

Individuals should always be considered as part of the process and involved in the selection of suitable

protection (as it must fit the individual and provide that person alone the protection for the purpose).

Checks are to be carried out prior to purchase of PPE to ensure they are 'CE/UKCA' marked and comply with the requirements of the Personal Protective Equipment at Work Regulations 1992 (as amended 2022).

Any PPE for use on the railways must be compliant with designated standards RIS-3279-TOM and EN397.

Where multiple items are to be used at once they must be compatible to ensure all/full protection is achieved.

When selecting PPE advice should be taken on its suitability for purpose.

Requirements for either the mandatory or recommended wearing of PPE are communicated via risk assessment and/or via job training.

PPE will be supplied free of charge to personnel regardless of employment status (full time, part time, agency or Limb)

PPE shall be provided as may be deemed necessary, without charge, to visiting contractors, visitors, other stakeholders.

Safety Eye Wear

When purchasing eye wear the following should be considered:

- Is the user a glasses wearer and will it fit over spectacles?
- Will prescription safety glasses be necessary?
- Should the whole face be fully protected?
- Are goggles appropriate?
- Will the safety glasses give adequate visibility to complete tasks required?
- What is the purpose of use (what hazard is being controlled)?

PERSONAL PROTECTIVE EQUIPMENT POLICY

Policy Reference:	014.7.2014.PL
Revision No:	11
Date of 1 st Issue:	17/03/14
Date of Revision:	27/03/23
Reviewed by:	Roz Wankling
Approved by:	Kevin Smith

Safety Gloves

When purchasing gloves, the following should be considered:

- What length of glove is appropriate?
- Are the arms at risk as well as the hands?
- Will gloves cause sweating which may lead to Occupational Dermatitis?
- Can the material of the glove cause Occupational Dermatitis?
- How might dexterity be impeded by glove choice?
- Are there any special requirements (thermal, chemical resistant, vibration).
- What is the safety rating of the glove?

This will include ratings for abrasion resistance, blade cut, tear and puncture resistance. The higher the score the better the protection rating.

Items rated as "X" have not been tested in that category. Items rated as "0" denote a safety failure in the tested category.

When purchasing gloves obtain information on typical breakthrough times so that replacement can be purchased at appropriate interval.

Safety footwear

The role of the recipient, and purpose of use should be carefully considered.

The shoes/ boots should be suitable for potential day long wear and not cause poor foot health (sweating of feet, pinching of toes, rubbing).

Ear protection

To date there have been no specific requirements for ear (noise) protection at SCCS premises. This will be reviewed as required.

When attending at customer or other premises where noise is a potential risk to the individual, SCCS personnel will follow the guidance of the person responsible for site safety at the location in question and use any ear protection issued in accordance with instruction and site safety signage.

PERSONAL PROTECTIVE EQUIPMENT POLICY

Policy Reference:	014.7.2014.PL
Revision No:	11
Date of 1 st Issue:	17/03/14
Date of Revision:	27/03/23
Reviewed by:	Roz Wankling
Approved by:	Kevin Smith

Respiratory Protective Equipment

The use of RPE should be appropriate to the hazard and regularly inspected to ensure it offers the anticipated protection. At present the use of disposable protection is recommended with the use of some hazardous substances when in use (per risk assessment).

SCCS personnel should ensure correct fit of any RPE in use.

All RPE should be inspected before each use to check for signs of defect.

3. Storage and Maintenance Requirements

All PPE & RPE should be stored away in its designated area when not in use.

All PPE & RPE should be stored away (when not in use) per manufacturer recommendation.

When stored items should be secured so they cannot be damaged (thus reducing its protection when worn).

All PPE & RPE should be visually inspected before and after use to check item is intact and will offer the protection for which it is designed.

Where appropriate it should be cleaned using appropriate materials.

All defects must be immediately notified to the Management Team.

Defective PPE and RPE should be immediately tagged and decommissioned.

4. Use of PPE

All items to be used in accordance with manufacturer recommendations.

SCCS personnel to work as trained (including when and how to use PPE) and in accordance with any issued Risk Assessment and guidance.

Eye Wear

Risks Protected - Foreign objects or substances in eye, scratching to eye lens, cuts to eye lid.

Typical Use - Work with machinery, materials which can be ejected. Handling hazardous substances. Dust making activities.

Safety Gloves

Risks Protected - Cuts, abrasion, dermatitis, chemical burn, vibration white finger.

Typical Use - When moving materials with sharp edges, manual handling, using sharp tools, handling hazardous substances, use of vibrating tools.

PERSONAL PROTECTIVE EQUIPMENT POLICY

Policy Reference:	014.7.2014.PL
Revision No:	11
Date of 1 st Issue:	17/03/14
Date of Revision:	27/03/23
Reviewed by:	Roz Wankling
Approved by:	Kevin Smith

Safety Shoes

Risks Protected - Fractures, bruising, cuts, puncture, burn

Typical Use - In environments where heavy items may be dropped, sharps are present and/or chemicals in use.

RPE

Risks Protected - Ill health to organs such as lungs caused by inhalation of fumes, gas, dust or other small respirable particles

Typical Use - Working on or near dust making activities (e.g. drilling), working with hazardous substances, working on activities known to have health risks to the respiratory system.

Hard Hat

Risks Protected - Bumps, fracture, cuts & other head injuries.

Typical Use - Working at height, footing a ladder, where items may fall from height, or operation of equipment at a head height or above.

High Vis Vest

Risks Protected - Collision injuries.

Typical Use - Where vehicles and pedestrians are not adequately segregated or is a risk.

Ear Protection

Risks Protected - Temporary or permanent changes to hearing.

Typical Use - Where noise readings indicate noise levels are above recommended exposure and to avoid noise related stress.

Off Site Working

All drivers are supplied with glasses, boots, hat and hi-vis vests

Other SCCS personnel attending customer sites are recommended to hold safety footwear, high vis jacket and hard hat.

SCCS personnel must wear PPE in accordance with their training and in accordance with site safety rules applicable to any site they visit in the course of their employment.

PERSONAL PROTECTIVE EQUIPMENT POLICY

Policy Reference:	014.7.2014.PL
Revision No:	11
Date of 1 st Issue:	17/03/14
Date of Revision:	27/03/23
Reviewed by:	Roz Wankling
Approved by:	Kevin Smith

5. PPE Signage Recognition

Any mandatory requirement to wear PPE on any site (SCCS or otherwise) will ordinarily be denoted by PPE signage.

The mandatory requirement to wear PPE is denoted by the presence of a blue circular sign edged in white bearing the image of the item to be worn.

6. PPE Central Register

The Company shall hold a PPE register where all newly issued PPE will be recorded.

Any safety ratings will be noted against the issued item.

Any manufacturer recommendations will be noted against the issued item.

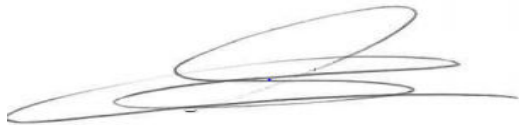
7. Compliance Monitoring

The Management Team will be responsible for arranging the implementation of and compliance with this policy.

The implementation of this policy may be delegated by the Management Team via suitably Health & Safety competent personnel.

SCCS personnel found to be in breach of any requirement of this policy may be subject to disciplinary action.

Signed:



Print name:

Kevin Smith

Position:

Managing Director

Date:

27th March 2023

Revision No:

11

Next review:

26th March 2024