

	<b>WESTERN MILLCRAFT INC.</b> 12506 – 128 STREET EDMONTON, AB, T5L 1C8	Effective Date: 1 OCTOBER, 2011	Revised by: JFK  HSE: 3.9: 5.14: 6.1: 8.14 Revision: 00
	<b>OCCUPATIONAL HEALTH &amp; SAFETY MANUAL</b> <b>COMPANY RULES AND REGULATIONS</b> <b>PERSONAL PROTECTIVE EQUIPMENT (PPE)</b>	Page 1 of 3	

### PERSONAL PROTECTIVE EQUIPMENT (PPE):

Western Millcraft Inc. takes the safety of our employees, sub-contractors and visitors very seriously. In order to protect against workplace hazards and Western Millcraft Inc. has a PPE (personal protective equipment) program that has been implemented. Use of specific PPE (personal protective equipment) for workplace hazards and risks has been established in accordance with corresponding Provincial Occupational Health and Safety Codes, Acts and Regulations. Western Millcraft Inc. will ensure that the use of PPE (personal protective equipment) does not in itself endanger any employee using it.

All employees, contractors, sub-contractors and visitors at Western Millcraft Inc. must protect themselves from hazards and risks on the job by using PPE (personal protective equipment) as required. Anyone found in violation of the Health, Safety and Environment policy will be dealt with by Western Millcraft Inc. in accordance with Western Millcraft Inc. disciplinary policies.

### THE FOLLOWING PERSONAL PROTECTIVE EQUIPMENT (PPE) IS MANDATORY (WORN AT ALL TIMES):

- C.S.A. approved steel toed boots (No exposed steel toes)
- C.S.A. approved safety glasses and/or face shield

### THE FOLLOWING PERSONAL PROTECTIVE EQUIPMENT (PPE) IS REQUIRED FOR CERTAIN JOB AREAS:

- C.S.A. approved hard hats
- High Visibility Safety Vest or Stripes
- C.S.A. approved face shields when grinding, using air nailers and saws (cutting, etc) etc
- C.S.A. approved hearing protection is required in our fabrication facilities where the noise level exceeds 85 dBA
- C.S.A. approved respiratory equipment and filters
- C.S.A. Fall arrest gear – body harness, lanyard, shock absorber and all accessories that may be used
- Work gloves appropriate for the task at hand
- Coveralls and clothing appropriate for the task at hand

### DUTY TO USE PERSONAL PROTECTIVE EQUIPMENT (PPE):

If the hazard assessment (Part 2) indicated the need for Personal Protective Equipment (PPE) Western Millcraft Inc. must ensure that:

- Workers wear Personal Protective Equipment (PPE) that is correct for the hazard
- Workers properly use and wear Personal Protective Equipment (PPE)
- That Personal Protective Equipment (PPE) is in good condition and performs the function for which it was designed
- Workers are trained in the correct use, care, limitations and maintenance of Personal Protective Equipment (PPE)
- Workers must inspect their Personal Protective Equipment (PPE) prior to and after each use
- That Personal Protective Equipment (PPE) will not in itself endanger workers

### EYE PROTECTION:

Western Millcraft Inc. must ensure that workers wear properly fitting eye protection equipment that is:

- CSA Standard Z94.3-07 Eye and face Protectors
- CSA Standard Z94.3-02 Eye and face Protectors
- CSA Standard Z94.3-99 Industrial Eye and face Protectors
- Appropriate to the work being done and the hazard involved

Prescription eyewear may be worn if:

- Safety eyewear
- CSA Standard Z94.3-07 Eye and face Protectors
- CSA Standard Z94.3-02 Eye and face Protectors
- CSA Standard Z94.3-99 Industrial Eye and face Protectors
- Appropriate to the work being done and the hazard involved
- Prescription safety eyewear having glass lenses must not be used if there is a danger of impact unless it is worn behind equipment meeting the requirements of subsection (1)

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- Prescription safety eyewear may consist of frames that meet the requirements of ANSI Standard Z87.1-2003, Occupational and Educational Personal Eye and Face Protection Devices provided the lenses meet the requirements of CSA Standard Z94.3-07, Eye and Face Protectors

**FLAME RESISTANT CLOTHING:**

Western Millcraft Inc. must ensure that if workers are exposed to flash fire or electrical equipment flashover, they wear clothing that is flame resistant.

**FOOT PROTECTION:**

Western Millcraft Inc. must ensure that workers wear properly fitting footwear that is appropriate to the hazards associated with the work being performed.

If the hazard assessment (Part 2) identifies protective footwear it must be approved to:

- CSA Standard Z195-02 Protective Footwear
- ASTM Standard F2413-05 Specification for Performance Requirements for Protective Footwear

**HEAD PROTECTION:**

Subject to sections 235, 236, and 237, if there is a foreseeable danger of injury to a worker’s head at a work site, Western Millcraft Inc. Western Millcraft Inc. must ensure that workers wear industrial protective headwear that is appropriate to the hazards and meets the requirements of:

- CSA Standard CAN/CSA-Z94.1-05 Industrial Protective Headwear
- ANSI Standard Z89.1-2003 American National Standard for Industrial Head Protection

**SKIN PROTECTION:**

Western Millcraft Inc. must ensure that a workers skin is protected from harmful substances that may injure the skin on contact or may adversely affect a workers’ health if it is absorbed through the skin.

**RESPIRATORY PROTECTIVE EQUIPMENT:**

Western Millcraft Inc. must determine the degree of danger to workers at a work site and whether the workers need to wear respiratory protective equipment to protect them if they are or may be exposed to and airborne contaminant.

In making a determination under subsection (1), Western Millcraft Inc. must consider:

- The nature and exposure circumstances of any contaminants
- The concentration or likely concentration of airborne contaminants
- Duration of the exposure
- Toxicity of the contaminants
- Concentration of oxygen
- The warning properties of the contaminants
- The need for emergency escape

Based on a determination under subsection (1), Western Millcraft Inc. must:

- Subject to subsection 3(b) provide and ensure the availability of the appropriate respiratory protective equipment to the workers at the work site

Workers must cooperate with Western Millcraft Inc. and must use the appropriate respiratory equipment provided under subsection (3).

**CODE OF PRACTICE:**

If respiratory protective equipment is used at a work site, Western Millcraft Inc. must prepare a code of practice governing the training, selection, maintenance, and use of respiratory protective equipment.

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Western Millcraft Inc. must ensure that respiratory protective equipment required and selected at the work site is approved by:

- NIOSH
- Another standard
- CSA Standard Z94.4-02 Selection, Use, and Care of Respirators

**STORAGE AND USE:**

Western Millcraft Inc. must ensure:

- That the respiratory protective equipment is readily accessible
- That the respiratory protective equipment is stored in a manner that prevents its contamination
- That the respiratory protective equipment is maintained in a clean and sanitary condition
- That the respiratory protective equipment is inspected before and after each use to ensure it is in satisfactory working condition
- That the respiratory protective equipment is serviced and used in accordance with the manufacturers specifications

**QUALITY OF BREATHING AIR:**

Western Millcraft Inc. must ensure that air used in a self-contained breathing apparatus or airline respirator:

- Is of a quality that meets the requirements of Table 1 of CSA Standard Z180.1-00 (R2005) Compressed Breathing Air and Systems
- Does not contain a substance in a concentration that exceeds 10 percent of its occupational exposure limit

**EFFECTIVE FACIAL SEAL:**

Western Millcraft Inc. must ensure that:

- Respiratory protective equipment depends on an effective facial seal for safe use and must be correctly fit tested
- This test must be done in accordance with CSA Standard Z94.4-02 Selection, Use, and Care of Respirators
- Workers using respiratory protective equipment must be clean shaven where the face piece of the equipment seals to the skin of the face

The Information in this policy does not take precedence over the OH&S Act, Regulation, Codes, or applicable Government Legislation