

Standard Operating Procedure (SOP)

Personal Protective Equipment (PPE) Requirements for Handlers

This SOP details the **personal protective equipment (PPE) requirements for handlers**, specifying the necessary types of PPE to ensure safety during handling tasks. It includes guidelines for selecting, using, maintaining, and disposing of PPE such as gloves, masks, eye protection, and protective clothing to prevent exposure to hazards. The procedure aims to protect handlers from physical, chemical, and biological risks, ensuring compliance with safety standards and promoting a safe working environment.

1. Purpose

To outline the minimum PPE requirements and ensure all handlers are adequately protected from potential workplace hazards.

2. Scope

This SOP applies to all personnel handling materials, substances, or equipment that may pose physical, chemical, or biological risks during operations.

3. Responsibilities

- **Supervisors:** Ensure availability and enforce proper use of PPE.
- **Handlers:** Wear the designated PPE, follow maintenance and disposal guidelines, and report defects or exposures.
- **Safety Officer:** Review, update, and audit PPE compliance.

4. PPE Types and Selection Guidelines

PPE Type	Use	Hazards Protected Against
Gloves	During handling of hazardous, contaminated, or sharp items	Chemical, biological, mechanical
Masks/Respirators	When risk of inhalation of dust, fumes, or infectious agents exists	Chemical, biological
Eye Protection	During operations with splashing, flying debris, or bright light	Chemical, physical
Protective Clothing	When contact with hazardous substances is possible	Chemical, biological, physical

5. Procedure

1. Conduct a hazard assessment for the task to determine required PPE.
2. Select PPE based on identified risks and ensure proper fit and comfort.
3. Inspect PPE before use; do not use damaged or defective equipment.
4. Wear PPE throughout task duration and remove only in designated areas.
5. Clean and maintain reusable PPE as per manufacturer's instructions; dispose of single-use PPE in appropriate containers.
6. Report any incident of PPE failure or exposure immediately to supervisor or safety officer.

6. Maintenance and Disposal

- Store PPE in a clean, dry location after use.
- Inspect and clean reusable PPE regularly; replace if damaged or contaminated.
- Dispose of single-use PPE in accordance with hazardous waste regulations.

7. Training and Compliance

- Handlers must receive training on PPE selection, usage, limitations, and maintenance prior to assignment.
- Compliance will be monitored through regular safety audits and spot checks.

8. References

- OSHA 29 CFR 1910 Subpart I – Personal Protective Equipment
- Local occupational safety and health policies
- PPE manufacturer guidelines

9. Review and Revision

This SOP will be reviewed annually or upon significant change in operations, regulations, or PPE technology.

Approval and revision history to be documented below as per company policy.