



Personal Protective Equipment Hazard Assessment

Employers have the responsibility to ensure a safe workplace for their employees. This is done through workplace assessments, applied engineering and administrative controls, and personal protective equipment (PPE). When it comes to PPE, there are regulatory requirements to follow.

Cal/OSHA: The employer shall assess the workplace to determine if hazards are present, or are likely to be present, which necessitate the use of PPE. If such hazards are present, the employer will select the type of PPE for the affected employee(s) which will protect them from the risks identified on the hazards identified on the hazard assessment.

The employer has the responsibility to ensure that the required workplace hazard assessment has been performed. A written certification should include:

- Workplace or work area evaluated
- Date of the assessment
- Person responsible for certifying that the completed evaluation
- Certification of the hazard assessment

It is important to remember that PPE should be used in conjunction with guards, engineering controls and reliable manufacturing practices to provide protection against hazards.

PPE Risk Assessment Process

Specific guidelines need to be followed to assess the foot, head, face/eye, hand and body hazard situations that exist, as well as the relevant protective devices to each particular risk. To identify the appropriate PPE needs, a survey of the workplace or work area should be conducted.

Conducting the Survey

- Assess the workplace conditions and work being performed.
- Consider the basic hazard categories: impact, penetration, compression (roll-over), chemical, heat, harmful dust and light (optical) radiation.
- Observe the equipment and processes.
- Observe employees performing job tasks in each work area.
- Determine sources of the hazard: flying objects, dust and fibers, falling objects, sharp objects, acids/caustics/solvents, motion, rolling/pinching hazards, electricity and extreme temperatures.
- Decide if engineering and administrative controls can be implemented.
- Address any correctable deficiencies on the spot.
- Complete the Hazard Index Risk Analysis/PPE Hazard Assessment for each potential exposure.
- Organize and analyze the data.
- Select the necessary PPE.
- Implement and enforce PPE policies.
- Train the affected employees on the following:
 - When PPE is necessary
 - What PPE is necessary
 - How to properly put on, adjust and remove PPE
 - Proper care, maintenance and useful life and disposal of the PPE
- Complete a written certification that contains the subject, name(s) of each employee trained and date(s).

Hazard Index Risk Analysis

A risk assessment tool can be used to ensure employees are adequately protected and assist in making a PPE determination. The Hazard Index Risk Analysis serves as your PPE hazard assessment to meet regulatory requirements.

Risk Model Criteria

Complete the Hazard Index Risk Analysis to assess exposures and proper controls. One document should be used for each job task/department. Be sure to evaluate the duration of the job, the probability of the action occurring, the severity of the potential injury and then calculate the hazard index.

Instructions:

1. Utilize the Hazard Index Risk Analysis tool on page 3 and 4 of this packet.
2. Enter department, job task, date and who performed the assessment.
3. Evaluate each task using the three risk model criteria described below.
4. Assign the appropriate risk level associated for each measure (duration, probability and severity).
5. Add the three criteria risk levels to determine the hazard index classification.
6. Sign the document for PPE Hazard Assessment certification.

PPE Hazard Assessment & Risk Analysis

Department: _____ Job Task: _____ Date: _____ Performed by: _____

	Y/N	Hazard Source	Hazard Severity	Hazard Probability	Hazard Duration	Hazard Index	Appropriate PPE	Comments (Identify Hazards and Controls)
Eye & Face Protection <i>(Note: In addition to wearing a face shield, the use of safety glasses/goggles is required.)</i>								
Exposed to flying particles, potential to injuries such as punctures, contusions or burns.								
Exposed to liquid chemicals, acids/caustic liquids, chemical gases or vapors or potentially harmful light radiation.								
Head Protection								
Potential for injury from a flying or falling object or overhead hazards.								
Hazardous chemicals are present.								
Exposure to electric shock, burns or electrical conductors.								
Potential to get caught in objects or equipment.								
Foot Protection								
Potential for foot injury due to an object piercing the sole of the shoe.								
Potential for falling or rolling objects to impact the foot.								
Floor surfaces are slippery.								
Hand Protection								
Hands are exposed to hazardous substances, chemical burns or harmful temperature extremes.								
Potential for hand injuries from cuts, lacerations or punctures.								
Body Protection								
Exposed to harmful materials, chemicals, extreme temperatures or a source of cuts, lacerations or punctures.								

Refer to page 4 for Hazard Index Risk Model
Criteria for checklist completion.

PPE Hazard Assessment certified by (Signature): _____

Risk Model Criteria

Assessing basic hazards and exposure sources, and then calculating the hazard probability, duration and severity and if there is a need for personal protective equipment (PPE).

Example: Hazard Index Calculation: Severity(4) + Probability(4) + Duration(3) = 11*

***PPE is required. Engineering modifications are strongly recommended where feasible.**

Hazard Severity	
Critical May cause debilitating injury, illness or fatality <i>E.g.: amputations, broken bones, fractures, concussions</i>	4
Significant May cause severe injury or illness <i>E.g.: stitches, sutures, lacerations, severe rashes, second-degree burns and eye injuries</i>	3
Marginal May cause minor injury or illness <i>E.g.: general first aid, abrasions</i>	2
Negligible Probably would not affect personnel or may cause minor first aid visit	1

Hazard Index Classification	
PPE is required.	9 to 12
PPE is strongly recommended.	6 to 8
PPE may not be necessary.	3 to 5

Hazard Probability	
Likely to occur	4
Probably Will occur	3
May occur	2
Unlikely to occur	1

Hazard Duration	
Continuous Throughout entire shift	4
Routine Several times throughout a shift	3
Periodic Intermittent exposure	2
Sporadic Less than intermittent	1

Hazard Sources Examples

- Motion
- Extreme temperatures
- Acids, caustics, oils
- Solvents, reactants
- Dust and fibers
- Flying objects
- Light radiation
- Falling objects
- Sharp objects
- Rolling hazards
- Pinching hazards
- Electricity