Regis

Personal Protective Equipment Policy

29 CFR § 1910 Subpart I

221394.00

235 Wellesley Street
Weston, Massachusetts

May 2023

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APPENDICES

1. INTRODUCTION

1.1 REGIS COLLEGE PPE POLICY

OSHA requires the use of personal protective equipment (PPE) to reduce employee exposure to hazards when engineering and administrative controls are not feasible or effective in reducing such exposures to acceptable levels. OSHA's Personal Protective Equipment Standard found in 29 CFR § 1910 Subpart I, requires employers to make a determination as to whether PPE is necessary, and where so, provide the requisite PPE together with employee training.

Regis College (Regis) is committed to providing a safe and healthful work environment on campus. This PPE Policy was developed in support of the school's commitment to employee safety. This PPE Policy provides a framework to systematically evaluate the feasibility and effectiveness of engineering and administrative controls to avoid or eliminate workplace hazards on campus. Where a control fails protect Regis employees to OSHA's standard of safety, Regis adopts a certified PPE hazard assessment together with its remedial procedures to correct the concern with PPE and training.

1.2 PPE HAZARD ASSESSMENT PROCESS

Regis College's hazard assessment determines whether hazards that require the use of PPE are present or are likely to be present on campus. The assessments are tailored to the specific hazards of each department. Where such hazards are present, or likely to be present, Regis must: 1) Select, and have affected employees use, the type(s) of PPE that will protect them from the hazards identified in the hazard assessment; 2) Communicate the required use of PPE to affected employees; and 3) Select PPE that fits affected employees to OSHA's standard of safety.

Hazard assessments must be certified, in writing. At Regis, the Environmental Health & Safety Manager prepares and certifies all hazard assessments.

The process involves the general steps outlined below:

1. **The Control of Hazards** – To properly protect against hazards, PPE should not be used alone but in conjunction with guards, engineering controls and other exposure control practices.
2. **Assessment and Selection** – To match control practices to particular hazards, it is necessary to consider certain general guidelines for assessing different hazard situations that exist in an occupational or educational operation or process.
3. **Assessment Guidelines** – To adequately assess the need for PPE, the following steps should be taken:
    a. Conduct a walk-through of each work area to identify sources of employee hazards. Consideration should be given to the basic hazard categories:
        - Impact
        - Penetration
        - Compression (roll-over)
        - Chemical
        - Heat
        - Harmful dust
        - Light (optical) radiation

b. During the walk-through survey, consider the following:
    - Sources of motion (i.e., machinery or processes where the movement of tools, machine elements or particles is possible, or movement of personnel could result in collision with or confinement between objects);
    - Sources of high temperatures that could result in burns, eye injury, or ignition of protective equipment, etc.;
    - Types of chemical exposures;
    - Sources of harmful dust;
    - Sources of light radiation (welding, brazing, cutting, furnaces, heat treating, high intensity lights, etc.);
    - Sources of falling objects or the potential for dropping objects;
    - Sources of sharp objects which might pierce the feet or cut the hands;
    - Sources of rolling or pinching objects which could crush the body;
    - Layout of workplace and location of co-workers;
    - Any electrical hazards; and
    - The review of injury/accident data to help identify problem areas.

c. Following the survey, organize the data and information for use in the assessment of hazards and to enable proper selection of PPE.

d. Estimate the potential for injuries. Review each of the basic hazards and make a determination as to the type, level of risk and seriousness of potential injury from each of the hazards found in the area. Consider the possibility of exposure to several hazards simultaneously.

4. **Selection Guidelines** - The general procedure for selection of protective equipment is to:

    a. Having become familiar with the potential hazards, review of the types of protective equipment available and what each type guards against (i.e., splash protection, impact protection, etc.);

    b. Compare the hazards associated with the environment; i.e., impact velocities, masses, projectile shape, radiation intensities, with the capabilities of the available protective equipment;

    c. Select the protective equipment which ensures a level of protection greater than the minimum required to protect employees from the hazards; and

    d. Fit the user with the protective device and give instructions on care and use of the PPE. It is very important that end users be made aware of all warning labels for and limitations of their PPE.

5. **Fitting the Device** - Careful consideration should be given to comfort and fit. Properly fitting PPE affords its wearer better protection than ill-fitting PPE. Continual wear of PPE is more likely if it fits comfortably. Care should be taken to ensure that the right size is selected.

6. **Devices with Adjustable Features** - Adjustments should be made on an individual basis for a comfortable fit that also maintains proper safety positioning. Particular care should be taken in fitting devices for eye protection against dust and chemical splash to ensure that the devices are sealed to the face. Where manufacturer's instructions are available, they should be followed carefully.

7. **Reassessment of Hazards** - Reassess workplace hazards periodically, as necessary, by identifying and evaluating new equipment and processes, reviewing accident records, and reevaluating the suitability of previously selected PPE.
8. **Cleaning and Maintenance** - It is important that all PPE be kept clean and properly maintained. Cleaning is particularly important for eye and face protection where dirty or fogged lenses could impair vision. PPE should be inspected, cleaned and maintained at regular intervals so that it provides the requisite protection. Contaminated PPE which cannot be decontaminated should be disposed of in a manner that protects employees from exposure to hazards.

2. PPE AVAILABILITY AND SELECTION

Regis Department Heads and Supervisors are responsible for selecting and providing appropriate PPE for their staff based on Hazard Assessments. PPE will comply with appropriate ANSI or ASTM standards, when standards exist.

2.1 EYE AND FACE PROTECTION

Appropriate eye and face protection will be worn when employees are exposed to hazards from flying objects or particles, molten metal, fumes, chemical liquids, gases, vapors, dusts, acids, caustic, lasers, intense light, and other potentially injurious chemical or physical hazards. Goggles or safety glasses with side shields under a face shield should be worn where there is a potential for chemical splash or irritating mists. Safety glasses with side shields or goggles, possibly with a face shield, should be worn when there is potential for flying objects, large chips, particles, sand, dirt, hot sparks, etc.

2.2 HAND PROTECTION

Appropriate hand protection is to be worn when hands are exposed to hazards from chemical or thermal burns, skin contact with chemicals capable of causing harmful effects following dermal exposure, cuts or abrasions. Gloves are often relied upon to prevent burns, abrasions, cuts, and skin contact with chemicals that are capable of causing local or systemic effects after dermal exposure. There is no glove material that will protect against all hand hazards and gloves should be selected based on an evaluation of the hazards of the tasks to be performed, conditions present, and duration of use.

2.3 BODY PROTECTION

Selection of body protection will be based on the hazard and information regarding permeation and degradation. Appropriate laboratory coats will be worn when working with corrosive chemicals and particularly hazardous substances.

2.4 FOOT PROTECTION

Appropriate footwear is to be worn in areas where there is the danger of objects falling on the foot, rolling across the foot, piercing the sole, and where feet are exposed to electrical or chemical hazards. Employees entering into laboratory and shop areas at Regis, will wear shoes that completely cover the foot.

2.5 ELECTRICAL PPE

Qualified employees authorized to perform electrical work are required to wear electrical PPE designed for the appropriate risk/hazard category as identified in NFPA 70E. Electrical PPE can include, but is not limited to: insulating gloves, leather protectors, insulating sleeves, EH-rated boots, arc-rated clothing, ear plugs, plastic-rimmed glasses, and hard hat with arc shield rated to the level of the hazard.

2.6 HEAD PROTECTION

Hard hats are required when there is a potential for injury to the head such as low clearances, overhead hazards, impact, penetration, falling objects, or electrical shock.

2.7 RESPIRATORY PROTECTION

The need for respiratory protection will be based on appropriate surveillance of work area conditions and the degree of employee exposure. Respirators include: air purifying respirators (including N-95 dust masks), powered air purifying respirators, supplied air or airline respirators, and self-contained breathing apparatus. Regis will provide respiratory protection when necessary to protect the health of employees. Any employee required to wear a respirator will also receive medical monitoring and fit testing in accordance with the requirements of 29 CFR § 1910.134(c). The requirement for medical clearance also applies to the voluntary use of respirators in the workplace, unless the voluntary use is limited only to filtering facepieces (e.g., dust masks/disposable paper type respirators).

The following apply to the voluntary use of respirators at Regis:

1. Regis may provide a respirator at the request of an employee or permit an employee to wear his/her own respirator if Regis determines the respirator use will not in itself create a hazard. If Regis allows the voluntary use of a respirator, Regis will provide the user with all of the information listed in Appendix D of this document, *Information for Employees Using Respirators When Not Required Under the Standard.*

2. Regis will ensure any employee voluntarily wearing a respirator is medically able to do so by having the employee undergo medical testing as described above. [EXCEPTION: If the employee is not required to wear a respirator and the voluntary use is limited to only filtering facepieces, medical clearance is not required.] In addition, Regis will ensure the employee is trained on how to clean, store, and maintain his/her respirator so that a health hazard is not created from lack of respirator maintenance.

3. Where the use of respirators is voluntary and employees use filtering facepieces, also known as dust masks, the following apply:

    a. Ensure that the dust masks are not dirty or contaminated.
    b. Check that their use does not interfere with each employee's ability to work safely.
    c. Provide a copy of Appendix D of the OSHA standard to each voluntary wearer, which is included as Appendix D of this document.

2.8 HEARING PROTECTION

Where feasible, engineering and work practice controls are implemented to avoid or eliminate noise hazards in the workplace. A formal hearing conservation program becomes mandatory when an 8-hour time-weighted average (TWA) exposure of 85 dBA is present in the workplace (computed without regard to any attenuation provided by the use of PPE). Regis has not conducted noise monitoring but recognizes that certain equipment and operations have the potential to create short term noise levels that may exceed 85 dBA. Hearing protective devices (HPD) are provided in the workplace for voluntary use by employees during these activities. Regis will conduct a sound level survey of worksites as necessary based on tasks and nature of work to determine the potential for noise exposure.

2.9 PPE TRAINING

Each employee required to wear PPE will receive training on: When PPE is necessary; What type of PPE is necessary; How to properly take on and off, adjust, and wear PPE; The limitations of PPE; And the proper use, care, maintenance, useful life, and disposal of PPE. Retraining will take place when changes in the workplace or the particular type of PPE renders previous training obsolete or when there are inadequacies in an employee's knowledge or use of assigned PPE. Regis employees receive PPE training from their supervisor. Contractors receive PPE training from their employer.

APPENDIX A: PPE HAZARD ASSESSMENT MATRICIES

Personal Protective Equipment Hazard Assessment Matrix
Regis College

Facilities Maintenance

Job Task	Potential Hazard(s)	Area / Task Details and Notes	Other Controls	PPE Recommendations [1,2,3]	Additional Recommendations [3,4]
Fuel deliveries.	Chemical contact Chemical splash Slips	Power Plant. Facilities personnel oversee deliveries by vendors.	Contractor is responsible for all connections. Attended by Regis personnel Oil SPCC Plan Meter calibrated annually Audible and visual overfill alarm Flow restriction	None for Regis personnel as this work is contracted. Contractors are to perform their own hazard assessment for completing this task.	
Cleaning boilers.	Bumps Dust and particulate Oxygen deficient atmosphere	Power Plant Entering boilers for periodic cleaning and repair.	Entrant and Attendant Open flue Ventilation	Hard hats Safety glasses with side shields Googles if chemical splash is possible Hearing protection, as needed N-95 dust mask available Tyvek suit Nitrile gloves Leather work gloves, if working with/creating sharp edges Work boots	N-95 dust mask used, as needed. Air monitoring has not been conducted. Hal-face air purifying respirators with P100 cartridges are available, but Regis does not have a respiratory Protection program.
Chemical addition.	Chemical contact Chemical splash Rollover hazard Slips	Power Plant Moving chemical drums, inserting tubing and adjusting metering pumps.	Services contracted. Facilities personnel do not handle boiler chemicals.	None for Regis personnel as this work is contracted. Contractors are to perform their own hazard assessment for completing this task.	
Blow down.	High temperature water Water pressure	Power Plant Boiler water is routinely blown down to remove scale build up. Blow down is performed using valves that are directed into a trench drain.	Valve is located a safe distance away from the discharge point. Discharge into flash tank.	Work gloves	

Personal Protective Equipment Hazard Assessment Matrix
Regis College

Facilities Maintenance

Job Task	Potential Hazard(s)	Area / Task Details and Notes	Other Controls	PPE Recommendations [1,2,3]	Additional Recommendations [3,4]
Chemical testing.	Chemical splash	Power Plant Facilities personnel conduct routine testing of boiler water.	Sampling tap at sink. Chemical reagents added to sample with eye dropper.	Safety glasses with side shields Latex or nitrile gloves	
Working on high pressure steam pipes.	Burns Slips Noise	Facilities personnel may repair broken or damaged high pressure steam pipes.		Hard Hats Safety glasses with side shields Faceshield, if needed Hearing protection, as needed Kevlar gloves Steel-toed boots Slicker suit For deep water, rubber boots are available	Recommend noise monitoring for working on high pressure steam pipes.

Personal Protective Equipment Hazard Assessment Matrix
Regis College

Facilities Maintenance

Job Task	Potential Hazard(s)	Area / Task Details and Notes	Other Controls	PPE Recommendations [1,2,3]	Additional Recommendations [3,4]
Performing general electrical repairs / maintenance.	Falls Electrical Shock Slips Lacerations Flying particles	Throughout Campus General electrical activities conducted by electricians include: thermal testing, cleaning panels/racks, cleaning ballasts, pulling wire, replacing and installing breakers, installing conduit and testing circuit panel breakers.	Perform lockout/tagout of equipment under service, and work in an electrically safe condition. Only trained qualified employees may conduct work on live exposed parts when deemed infeasible to deenergize.	Safety glasses with side shields Fire-rated/cotton uniform Electrical PPE adequate for the category of electrical hazard identified pior to conducting the task, may include the following other items as warranted: Electrically-rated work gloves, fire-rated/cotton uniform, Arc flash protective clothing, electrically rated hard hat with faceshield, safety glasses with side shields, arc blast shielding, work boots rated for electrical work	Any live work should be conducted in accordance with accepted safe work practices such as NFPA 70E

Personal Protective Equipment Hazard Assessment Matrix
Regis College

Facilities Maintenance

Job Task	Potential Hazard(s)	Area / Task Details and Notes	Other Controls	PPE Recommendations [1,2,3]	Additional Recommendations [3,4]
Working on equipment over 200 amps. Heat testing and repairs - Need to be live.	Electrical shock Arc flash Arc blast/explosion Burns	Throughout Campus Servicing switches or working on the switch gear involves work over 200 amps.	Perform lockout/tagout of equipment under service, and work in an electrically safe condition. Only trained qualified employees may conduct work on live exposed parts when deemed infeasible to deenergize.	Electrical PPE adequate for the category of electrical hazard identified prior to conducting the task, may include the following other items as warranted: Electrically rated work gloves, fire-rated/cotton uniform, arc flash protective clothing, electrically rated hard hat with faceshields, ar blash shielding, work boots rated for electrical work	Any live work should be conducted in accordance with accepted safe work practices such as NFPA 70E
Maintenance / start-up of generator	Explosions Chemical vapors		Area is vented and visually inspected prior to start-up	Safety glasses with side shields Hearing protection when generator is started or running Cotton uniform Work boots	Recommend noise monitoring for when generator is started or running
Working in confined spaces.	Bumps Oxygen deficient atmosphere	Throughout Campus Repairs may involve working in steam manholes	Entrant and Attendant Ventilation Multi-gas meter used to test atmosphere before and during entry. Radio communication is maintained.	Hard had Safety glasses with side shields Work boots	Confined space permit. The entrant and attendant must be trained and have an up to date confined space entry certificate before work in confined spaces.

Personal Protective Equipment Hazard Assessment Matrix
Regis College

Facilities Maintenance

Job Task	Potential Hazard(s)	Area / Task Details and Notes	Other Controls	PPE Recommendations [1,2,3]	Additional Recommendations [3,4]
Working on rooftops.	Falls Burns Heat stress Cold stress Bumps	Throughout Campus HVAC staff may access rooftop for repairs to HVAC systems.	Buddy system Knee wall Guard Rails	Fall protection Safety glasses with side shields Leather work gloves Work boots	Working at Heights Policy Roof Flagging Anchor points
Working on ladders.	Falls	Throughout Campus	Buddy system Pre-use inspection Maintain three points of contact No wooden ladders	Fall protection	Working at Heights Policy
HVAC repairs involving brazing.	Lacerations Burns	Throughout Campus HVAC repairs may involve the use of map gas torches.	Remove flammable and combustible materials from work area	Safety glasses with side shields Filer lens Tinted safety glasses Hard hat, if potential for bumps Insulated welding gloves Work boots	Hot Work permit for any welding conducted outside of designated areas.
Welding and cutting.	Sparks, cuts, burns lacerations, and vision hazards	Oxy/Acetylene, electric arc welding.	Work performed in designated area of Power House	Welding mask, apron, gloves, coveralls, and work boots.	Consider purchasing welding screens or curtains.
Handling refrigerants.	Chemical contact Chemical splash Chemical vapors Noise	Chemicals are extracted and/or added to the chiller unit.	Registered and inspected equipment	Safety glasses with side shields Faceshield if chemical splash is possible Hearing protection, as needed Neoprene gloves Steel-toed boots Neoprene or rubber boots	Recommend noise monitoring and respiratory evaluation

Personal Protective Equipment Hazard Assessment Matrix
Regis College

Facilities Maintenance

Job Task	Potential Hazard(s)	Area / Task Details and Notes	Other Controls	PPE Recommendations [1,2,3]	Additional Recommendations [3,4]
Using high pressure washer to clean condensers.	Slips Flying particles	A pressure washer is used to clean the condensers.	Pressure control	Safety glasses with side shields Latex gloves Steel-toed boots	
Fertilizer Application.	Chemical contact Flying particulate Noise Chemical Inhalation	Throughout Campus Tractor mounted and hand sreadders. Granular application.	Services contracted. Facilities personnel do not handle or store fertilizer.	None for Regis personnel as this work is contracted. Contractors are to perform their own hazard assessment for completing this task.	
Mowing/Trimming.	Chemical splash Flying particulate Noise Laceration Roll over	Throughout Campus Seasonal, riding mowers, push mowers, and trimmers.	Services contracted.	None for Regis personnel as this work is contracted. Contractors are to perform their own hazard assessment for completing this task.	
Sweeping.	Flying particulate Noise	Throughout Campus Sidewalks, roadways, parking lots, and stairways. Use Bobcat mounted sweeper, leaf blowers, and power brooms. Leaf and field sweeper attachments for towing.	Services contracted.	None for Regis personnel as this work is contracted. Contractors are to perform their own hazard assessment for completing this task.	
Earthwork.	Flying particulate Noise Roll over/compression	Throughout Campus May renovate grass areas and drainage.	Services contracted.	None for Regis personnel as this work is contracted. Contractors are to perform their own hazard assessment for completing this task.	

Personal Protective Equipment Hazard Assessment Matrix
Regis College

Facilities Maintenance

Job Task	Potential Hazard(s)	Area / Task Details and Notes	Other Controls	PPE Recommendations [1,2,3]	Additional Recommendations [3,4]
Snow/Ice Removal.	Chemical splash Flying particulate Falling ice Noise Muscle strain Frostbite	Throughout Campus Truck mounted plows, front end loaders, bobcats, sidewalk plows, snow blowers, shovels to clear Sidewalks stairwells, roadways, Truck mounted salt spreader, and sidewalk spreader	Periodic breaks, warm up, working in shifts. Employee discretion, shovelers do not work in the dark	Winter coat Insulated gloves Hat Slip resistant work boots	Instruction on frostbite
Working outside in cold temperatures.	Cold Frostbite	Throughout Campus Facilities personnel may perform work activities (e.g., snow blowing, shoveling) outdoors.	Periodic breaks, warm up, working in shifts. Employee discretion	Winter coat Insulated gloves Hat Slip resistant work boots	Instruction on frostbite
Working outside in hot temperatures.	Dehydration Heat exhaustion Heat stroke Sunburn	Throughout Campus Facilities personnel may perform work activities (e.g., mowing, sweeping) outdoors.	Periodic breaks, work in the morning and evenings, water provided throughout campus, buildings air conditioned.	Cool light-weight clothing, baseball hats for shade, sunblock	Instruction on staying hydrated
Maintenance of grounds equipment.	Compression Laceration	Maintenance Garage Small repairs and oil changes, sharpening blades, and changing attachments. Pneumatic tools and equipment.	Services contracted.	None for Regis personnel as this work is contracted. Contractors are to perform their own hazard assessment for completing this task.	
Using chain saws.	Laceration Noise Flying particulate Strain	Chain saws are used to trim trees and cut up fallen limbs.	Buddy system	Safety glasses with side shields Face shield Hearing protection Chaps Work boots	Recommend noise monitoring during operation of saws.

Personal Protective Equipment Hazard Assessment Matrix
Regis College

Facilities Maintenance

Job Task	Potential Hazard(s)	Area / Task Details and Notes	Other Controls	PPE Recommendations [1,2,3]	Additional Recommendations [3,4]
Using saws in carpentry Shop	Laceration Noise Flying particulate	Saws are used to cut and shape wood, metals, plexiglass, cardboard, and MDF on a regular basis.	Do not remove guards from saws	Safety glasses with side shields Hearing protection	Recommend noise monitoring during operation of saws.
Applying glues or adhesives.	Chemical contact	Carpenter may apply glue or adhesives to wood for various applications.	Apply glue and adhesives in well ventilated area whenever possible.	Latex or nitrile gloves Work boots	
Sanding.	Dust	Wood furniture and construction are sanded for finishing generating particulate.	Dust collection system	N-95 Dust mask	
Cutting sheet rock.	Laceration Particulate	Carpenters cut sheet rock for repairs and patching.	Shop vacuum is used while cutting sheet rock.	Safety glasses with side shields Leather, cotton or canvas gloves Work boots N-95 dust mask available	N-95 dust mask used, as needed. Air monitoring has not been conducted.
Applying water-based paints and coatings.	Chemical contact	Water-based paints are used on a regular basis.	Uniform long sleeved shirts and pants are provided to each Painter.	Safety glasses with side shields Old clothes and hat Latex or nitrile gloves	
Applying oil-based paints and stains.	Chemical contact Chemical vapor	Oil-based paints and stains are applied to wood, metal, and other substrates. Paint thinner and mineral spirits are used to clean brushes and materials to be painted.	Uniform long sleeved shirts and pants are provided to each Painter. Ventiation	Safety glasses with side shields Old clothes and hat Latex or nitrile gloves	

Personal Protective Equipment Hazard Assessment Matrix
Regis College

Facilities Maintenance

Job Task	Potential Hazard(s)	Area / Task Details and Notes	Other Controls	PPE Recommendations [1,2,3]	Additional Recommendations [3,4]
Window repairs.	Laceration Disposal of lead-putty	Removing broken windows and handling putty	Heater used to soften and remove puddy. Ventilation. Wash hands after task completion.	Safety glasses with side shields Old clothes and hat Latex or nitrile gloves	N-95 dust mask used, as needed. Air monitoring has not been conducted. Container for collection of lead putty waste.
General cleaning around campus	Chemical contact Chemical splash Slips	Cleaners clean restrooms, offices, laboratories and other areas around campus	Use of sharp container to dispose of sharps. Avoid moving chemicals in the laboratories.	Safety glasses with side shields if chemical splash is possible Tyvek suits available for cleaning dusty/dirty areas Nitrile or latex gloves Slip resistant work boots	If corrosive chemicals are used, wear safety glasses with side shields and a face shield or goggles if chemical splach is possible.
Clean-up of blood or other potentially infectious material	Contact with blood or other potentially infectious material	Cleaners may come across spills of blood orother potentially infectious materials while cleaning Columbia facilities.	Decontaminate with a 10% bleach solution or other biocide as established by BBP program and training. Avoid splashing.	Safety glasses with side shields Face shield, as needed Latex or nitrile gloves	
Cleaining Floors	Chemical contact Slips	Cleaners strip and wax floors and shampoo carpets	Use "Wet Floor" signs, as needed to alert others in area.	Safety glasses with side shields if splash is possible Nitrile or latex gloves Slip resitant work boots Rubber over boots	
Mixing cleaning chemicals	Chenical contact Chemical splash	Personnel mix general purpose cleaners, strippers and waxes for use in cleaning and maintaining facilities.	Uniform shirt and pants are provided to personnel	Safety glasses with side shields if splash is possible Nitrile or latex gloves Slip resitant work boots	If corrosive chemicals are used, wear safety glasses with side shields and a face shield or goggles if chemical splach is possible.

Personal Protective Equipment Hazard Assessment Matrix
Regis College

Facilities Maintenance

Job Task	Potential Hazard(s)	Area / Task Details and Notes	Other Controls	PPE Recommendations [1,2,3]	Additional Recommendations [3,4]

1. As a good safety practice, wear safety glasses with side shields at a minimum whenever work with liquid chemicals is performed or there is a potential for flying particles.
2. Safety Data Sheet (SDS) recommends the use of goggles when chemical splash is possible. An alternative to goggles could be safety glasses with side shields under a face shield where chemical splash is possible.
3. In the event a chemical comes into contact with gloves, change gloves immediately.
4. Where air monitoring has not been conducted and respirators are used or available, or there is potential airborne worker exposure, we recommend conducting a respiratory hazard evaluation which includes a reasonable estimate of employee exposures to respiratory hazard(s) and an identification of the contaminant's chemical state and physical form.

This document is intended to meet the Occupational Safety and Health Administration's (OSHA's) requirement for a written personal protective equipment (PPE) hazard assessment and serves as a certification of the hazard assessment. The signature below certifies that an evaluation has been performed by Regis College Envornmental Health and Safety.

Signature	Printed Name	Date
Anthony Downs	Anthony M. Downs	11/21/22

Personal Protective Equipment Hazard Assessment Matrix
Regis College

Science Department

Job Task	Potential Hazard(s)	Area / Task Details and Notes	Other Controls	PPE Recommendations [1,2,3]	Additional Recommendations [3,4]
Specimen dissection / preparation.	Lacerations Chemical contact	Scalpels are used to open and prepare specimen.	Dispose of sharps in sharps containers.	Nitrile gloves Goggles[2] if chemical splash is possible Lab coats	
Slide staining.	Chemical contact Chemical vapors	Typically, gram staining, methylene blue, or iodine.		Nitrile gloves Goggles[2] if chemical splash is possible Lab coats	
DNA extraction.	Lacerations Chemical contact	DNA extraction is performed using fresh or preserved samples. Scalpels / razors are used to dissect tissue samples. Chemicals include: isopropanol, chloroform, and EDTA.	Dispose of sharps in sharps containers. Long-tipped pipettes are used to prevent chemical splashing. Fume hood available.	Nitrile gloves Polyvinyl alcohol when using chloroform Goggles[2] if chemical splash is possible Lab coats	
DNA amplification.	UV burns	DNA amplification is performed using Thermocyclers. UV light is used to view gels.	Viewing black box used to cover viewing gels.	Nitrile gloves UV protective safety goggles	
Agar preparation.	Burns	Agar preparation typically involves heating agarose gels. Chemicals include: agarose, LB Agar, ethidium bromide, and LB broth.	Hot plate Autoclave	Insulated gloves Goggles[2] if chemical splash is possible Lab coats	
Working with -80 C refrigeration.	Cold burns	Some samples are stored in -80 C freezer and must be retrieved prior to and/or returned after analysis.	Limit time in freezer.	Cryogenic gloves Safety glasses with side shields Type text here	

Personal Protective Equipment Hazard Assessment Matrix
Regis College

Science Department

Job Task	Potential Hazard(s)	Area / Task Details and Notes	Other Controls	PPE Recommendations [1,2,3]	Additional Recommendations [3,4]
Solutions preparation.	Chemical contact Chemical vapors	Chemical solutions are prepared from stock chemicals in the chemical stock room and laboratories.		Nitrile gloves Goggles[2] if chemical splash is possible Lab coats Apron for acids	
Moving and handling chemicals.	Chemical contact Chemical vapors Slips Spills	Chemicals are stored in the chemical stock room. Solutions are preapred in the prep room adjacent to the stock room and then transported down the hallway to the laboratories. Solutions and waste collection containers are transported from the laboratories to the stock room.	All solutions are less than 1.0 M conc. Containment bins Bottle carriers Carts	Nitrile gloves Goggles[2] if chemical splash is possible Lab coats Apron for acids	
General chemical reactions.	Chemical contact Chemical vapors	Disolution/precipitation Evaporation/concentration Mixing/titration	Micro scale All solutions are less than 1.0 M conc.	Nitrile gloves Goggles[2] if chemical splash is possible Lab coats Apron	
Working with heat sources.	Fire Flammable gas Burns	Bunsen burners Hot plates Exotermic reactions Shaping glassware		Insulated gloves Goggles[2] if chemical splash is possible Lab coats	
Working with pressure.	Uncontrolled release Flying particles Chemical Contact	Reactions generating gas or changes in pressure in confined vessels.	All glass and apparatus are rated for the anticipated pressures and assembled with stoppers as a fail safe for pressure.	Nitrile gloves Goggles[2] if chemical splash is possible Lab coats	

Personal Protective Equipment Hazard Assessment Matrix
Regis College

Science Department

Job Task	Potential Hazard(s)	Area / Task Details and Notes	Other Controls	PPE Recommendations [1,2,3]	Additional Recommendations [3,4]

1. As a good laboratory safety practice, wear safety glasses with side shields at a minimum whenever work with liquid cemicals is performed or there is a potential for flying particles.
2. Safety Data Sheet (SDS) recommends the use of goggles when chemical splash is possible. An alternative to goggles could be safety glasses with side shields under a face shield where chemical splash is possible.
3. In the event a chemical comes into contact with gloves, change gloves immediately.
4. Where air monitoring has not been conducted and respirators are used or available, or there is potential airborne worker exposure, we recommend conducting a respiratory hazard evaluation which includes a

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Anthony Downs	Anthony M. Downs	11/18/22
Signature	Printed Name	Date

Personal Protective Equipment Hazard Assessment Matrix
Regis College

Arts Department

Job Task	Potential Hazard(s)	Area / Task Details and Notes	Other Controls	PPE Recommendations [1,2,3]	Additional Recommendations [3,4]
Using saws.	Laceration Noise Flying particulate	Saws are used to cut and shape wood, metal,and other materials on a regular basis.	Do not remove guards from saws	Safety glasses with side shields Ear muffs or ear plugs	Recommend noise monitoring during operation of saws.
Applying glues or adhesives.	Chemical contact Chemical vapor	Glue or adhesives may be applied to a variety of surfaces for bonding materials.	Apply glue and adhesives in well ventilated area whenever possible.	Latex or nitrile gloves Work boots	
Epoxy and resins	Chemical contact Chemical vapor	Two part expoys and catalysed resins may be used for bonding, casting, and sculptural purposes.	Mix and apply in well ventilated area whenever possible.	Latex or nitrile gloves Work boots	
Sanding.	Dust	Wood sculpture and construction are sanded for finishing generating dust.	Dust collection system	N-95 Dust mask	
Welding and cutting.	Sparks Flying particulate Burns Lacerations Vision hazards	Oxy/Acetylene and electric arc welding for sculpture.	Work performed in designated area of studio	Welding mask, apron, gloves, coveralls, and work boots.	Consider purchasing welding screens or curtains.
Grinding	Sparks Flying particulate Burns Lacerations	Metal sculpture and welds are ground for finishing generating sparks, heat, and flying particulate.	Work performed in designated area of studio Guarding on tools	Safety glasses with side shields Ear muffs or ear plugs Closed toes shoes Long pants and shirts N-95 Dust mask	Recommend noise monitoring during grinding.
Applying water-based paints.	Chemical contact	Water-based oil pigments and acrylic paints are applied to canvas, paper, and various objects.		Safety glasses with side shields Latex or nitrile gloves Long pants and shirts	Note: PPE not required for small scale applications with minimal potential for splash or splatter.

Personal Protective Equipment Hazard Assessment Matrix
Regis College

Arts Department

Applying oil-based paints and stains.	Chemical contact Chemical vapor	Oil-based paints are applied to canvas, paper, and various objects. Oil-based paints and stains are applied to wood, metal, and other substrates. Paint thinner and mineral spirits are used to clean brushes and materials to be painted.		Safety glasses with side shields Latex or nitrile gloves Long pants and shirts	Note: PPE not required for small scale applications with minimal potential for splash or splatter.
Wet photo processing.	Chemical contact Chemical splash	Darkroom. Fixer/developer, and stop baths containing acetic acid and silver		Rubber, latex, or nitrile gloves Safety glasses with side shields Slip resistant shoes Aprons	
Kiln operation.	Burns Flying particulate	Greenware is typically fired at 1,800 F. Glazed ceramics are typically fired at 2,350 F.	Safety interlocks on the kilns	Leather or canvas gloves	Maintain a safe distance for storage of flammable and combustible materials. Notify Campus Safety when the kilns will be running unattended after hours.

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2. Safety Data Sheet (SDS) recommends the use of goggles when chemical splash is possible. An alternative to goggles could be safety glasses with side shields under a face shield where chemical splash is possible.
3. In the event a chemical comes into contact with gloves, change gloves immediately.
4. Where air monitoring has not been conducted and respirators are used or available, or there is potential airborne worker exposure, we recommend conducting a respiratory hazard evaluation which includes a reasonable estimate of employee exposures to respiratory hazard(s) and an identification of the contaminant's chemical state and physical form.

This document is intended to meet the Occupational Safety and Health Administration's (OSHA's) requirement for a written personal protective equipment (PPE) hazard assessment and serves as a certification of the hazard assessment. The signature below certifies that an evaluation has been performed by Regis College Envornmental Health and Safety.

Anthony Downs
Signature

Anthony M. Downs
Printed Name

11/7/22
Date

Personal Protective Equipment Hazard Assessment Matrix
Regis College

Fine Arts Center

Job Task	Potential Hazard(s)	Area / Task Details and Notes	Other Controls	PPE Recommendations [1,2,3]	Additional Recommendations [3,4]
Handheld and stationary power tools Hand tools	Laceration Impact Amputation Noise Flying particulate Dust	Tools are used to cut and shape wood, metal,and other materials on a regular basis.	Shop Safety Rules Do not remove or bypass guards Equipment manuals Emergency stop	Safety glasses with side shields and/or face shield Ear muffs or ear plugs Closed toes shoes Long pants and shirts	Recommend noise monitoring during operation of power tools.
Applying glues or adhesives.	Chemical contact Chemical vapor	Glue or adhesives may be applied to a variety of surfaces for bonding materials.	Apply in well-ventilated areas.	Latex or nitrile gloves	
Epoxy and resins	Chemical contact Chemical vapor	Two part expoys and catalysed resins may be used for bonding, casting, and sculptural purposes.	Mix and apply epoxys and resins in well-ventilated areas.	Latex or nitrile gloves Safety glasses with side shields Half-face respirator with organic vapor cartridges	Employees using cartridge respirators must be included in the Regis College respiratory protection program. Recommend establishing a cartridge changeout schedule.
Sanding.	Dust	Wood sets and construction are sanded for finishing generating dust.	Limited dust collection on handheld power tools.	Safety glasses with side shields and/or face shield Ear muffs or ear plugs Dust mask (N-95 filtering facepiece) Closed toes shoes Long pants and shirts	Recommend evaluation of shop ventilation and duct collection.
Applying water-based paints.	Chemical contact	Water-based paints are used on most scenery.		Latex or nitrile gloves	
Applying oil-based stains.	Chemical contact Chemical vapor	Oil-based stains are applied to wood and other substrates. Paint thinner, turpentine, naphtha, mineral spirits, and denatured alcohol are used to clean brushes and materials to be painted.	Apply in well-ventilated areas.	Latex or nitrile gloves Safety glasses with side shields Half-face respirator with organic vapor cartridges	Employees using cartridge respirators must be included in the Regis College respiratory protection program. Recommend establishing a cartridge changeout schedule.

Personal Protective Equipment Hazard Assessment Matrix
Regis College

Fine Arts Center

Working at heights on ladders, risers, and scaffolding.	Falls Lacerations	Scenery	Buddy system Pre-use inspection Maintain three points of contact Extension ladders should be stabilized and held by a spotter No wooden ladders	Fall protection	Working at Heights Policy
Working at heights in manlifts.	Falls Lacerations	Rigging and scenery	Pre-use inspections for manlift Railing and toeboard on work platform Spotter for positioning and use of manlift	Fall protection	Working at Heights Policy
Counterweight Fly Rail System	Impact Lacerations Burns	Movement of curtains, lights, scenery, and stage effects.	Trained and certified operators Pre-use inspections Locking rail Anti-splay plates Locking nuts	Gloves and work boots	Consider a mechanical lockout of rigging. Consider a scheduled and documented inspection program. Consider a developing a training program.
Moving heavy objects.	Rollover hazards Impact Lacerations	Moving heavy equipment, objects and sets creates a risk of crush and impact hazards.	Dollys and hand cart Two person lifting	Gloves and work boots	

Personal Protective Equipment Hazard Assessment Matrix
Regis College

Fine Arts Center

Running temporary electrical for lighting and sound.	Falls Electrical Shock Slips Lacerations	General electrical activities conducted: pulling flexible extension cords, connecting cord, installing and adjusting lighting fixtures, pulling and connecting audio cables, and testing circuit panel breakers.	Perform lockout/tagout of equipment under service, and work in an electrically safe condition. Only trained qualified employees may conduct work on live exposed parts when deemed infeasible to deenergize.	Safety glasses with side shields Fire-rated/cotton uniform Electrical PPE adequate for the category of electrical hazard identified pior to conducting the task, may include the following other items as warranted: Electrically-rated work gloves, fire-rated/cotton uniform, Arc flash protective clothing, electrically rated hard hat with faceshield, safety glasses with side shields, arc blast shielding, work boots rated for electrical work	Any live work should be conducted in accordance with accepted safe work practices such as NFPA 70E

Personal Protective Equipment Hazard Assessment Matrix
Regis College

Fine Arts Center

Lighting.	Electrical Shock Burns Impact from falling objects	Installing and adjusting lighting fixtures creates an overhead risk. Working with electrical creates a shock hazard. Lighting generates heat and can create a risk of burns	Perform lockout/tagout of equipment under service, and work in an electrically safe condition. Only trained qualified employees may conduct work on live exposed parts when deemed infeasible to deenergize.	Safety glasses with side shields Long pants and shirts Work gloves Closed toes shoes	Any live work should be conducted in accordance with accepted safe work practices such as NFPA 70E

1. As a good safety practice, wear safety glasses with side shields at a minimum whenever work with liquid chemicals is performed or there is a potential for flying particles.
2. Safety Data Sheet (SDS) recommends the use of goggles when chemical splash is possible. An alternative to goggles could be safety glasses with side shields under a face
3. In the event a chemical comes into contact with gloves, change gloves immediately.
4. Where air monitoring has not been conducted and respirators are used or available, or there is potential airborne worker exposure, we recommend conducting a respiratory hazard evaluation which includes a

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Anthony M. Downs
Printed Name

11/7/22
Date

Personal Protective Equipment Hazard Assessment Matrix
Regis College

Athletics

Job Task	Potential Hazard(s)	Area / Task Details and Notes	Other Controls	PPE Recommendations [1,2,3]	Additional Recommendations [3,4]
First Aid.	Contact with blood or other potentially infectious material	Athletics staff, coaches, athletic trainers, sports medicine, building managers, weight room monitors, pool director, and lifeguards may provide first aid/CPR and come in contact with blood or other potentially infectious material.	Universal precautions Sharps procedures Biomedical waste storage requirements BBP Exposure Control Plan Red biohazard bags for collection of medical/biological waste	Nitrile gloves Faceshields Breathing mask and bag for CPR Gowns	Safety glasses with side shields for procedures with a potential of splash or spatter.
Cleaning.	Contact with blood or other potentially infectious material	Athletics staff, coaches, athletic trainers, sports medicine, building managers, weight room monitors,pool director, and lifeguards may come across spills of blood or other potentially infectious material.	Universal precautions Sharps procedures Biomedical waste storage requirements BBP Exposure Control Plan Red biohazard bags for collection of medical/biological waste	Nitrile gloves Masks	Germicidial Products other than Bleach - *Bleach was removed from Athletic Training room and we were directed not to have any to prevent potential for harmful chemical reactions*
Working outside in cold temperatures.	Cold Frostbite	Athletics staff, coaches, athletic trainers, sports medicine, building mangers, weight room monitors, pool director, and lifeguards may perform work activities (e.g., coaching, game prep, field and pool maintenance) outdoors.	Periodic breaks, warm up, working in shifts. Employee discretion	Winter coat Insulated gloves Hat Slip resistant work boots	Instruction on frostbite

Personal Protective Equipment Hazard Assessment Matrix
Regis College

Athletics

Job Task	Potential Hazard(s)	Area / Task Details and Notes	Other Controls	PPE Recommendations [1,2,3]	Additional Recommendations [3,4]
Working outside in hot temperatures.	Dehydration Heat exhaustion Heat stroke Sunburn	Althetics staff, coaches, athletic trainers, sports medicine, building mangers, pool director, and lifeguards may perform work activities (e.g., coaching, game prep, field and pool maintenance) outdoors.	Periodic breaks, work in the morning and evenings, water provided throughout campus, buildings air conditioned.	Cool light-weight clothing, baseball hats for shade, sunblock.	Instruction on staying hydrated
Driving utility vehicles or golf carts.	Car accidents Golf cart accidents (e.g., golf cart tipping over, passengers falling off)	Althetics staff, coaches, athletic trainers, sports medicine, building managers, pool director, and lifeguards may need to drive utility vechicles or golf carts on campus.	Seat belts, driving the speed limit on campus, using horns, using vehicle and golf cart ligthing keep legs, feet, and arms inside the golf cart, drivers and passengers must remain seated while the golf cart is moving, slow down when approaching speed bumps or uneven surfaces, never drive impaired.	High visibility vests when driving golf carts at night and early mornings.	Defensive driving and annual van and golf cart training. Inspect vehicle or golf cart before each use.
Pool maintenance.	Chemical splash Carbon Dioxide (CO2) Asphyxiation	Chemical addition, solids and liquid. Some directly into the pool others are into automatic chemical feeders. CO2 bluck tank and cylinder handling and maintenance.	Automatic chemical feeders. Keeping doors open and having constant air exchanges with outside air when working in the basement of the pool.	Heavy rubber gloves with 3/4 sleeves, safety glasses. Always consult the SDS before handling chemicals. Use gloves and safety glasses when handling CO2 tanks/cylinders or performing maintenance on them.	Pool Director and Director of Physical Plant are the licensed pool operators and primarily responsible for all chemical additions. Trained personnel may conduct chemical additions under their direction. Online Compressed Gas Safety Training.

Personal Protective Equipment Hazard Assessment Matrix
Regis College

Athletics

Job Task	Potential Hazard(s)	Area / Task Details and Notes	Other Controls	PPE Recommendations [1,2,3]	Additional Recommendations [3,4]

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2. Safety Data Sheet (SDS) recommends the use of goggles when chemical splash is possible. An alternative to goggles could be safety glasses with side shields under a face shield where chemical splash is possible.
3. In the event a chemical comes into contact with gloves, change gloves immediately.
4. Where air monitoring has not been conducted and respirators are used or available, or there is potential airborne worker exposure, we recommend conducting a respiratory hazard evaluation which includes a

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Signature	Printed Name	Date
Anthony Downs	Anthony M. Downs	10/24/22

Personal Protective Equipment Hazard Assessment Matrix
Regis College

Occupational Therapy Department

Job Task	Potential Hazard(s)	Area / Task Details and Notes	Other Controls	PPE Recommendations [1,2,3]	Additional Recommendations [3,4]
Splinting	Burns Lacerations	OT Laboratory Fieldwork Sites	Faculty supervision Procedural guidelines Splinting pans Guarding on heat guns Heat resistent work surfaces	Heat resistent work gloves Leather work gloves, if working with/creating sharp edges	
Demonstrating use of PPE and handwashing for infection control	Wet surfaces	OT Laboratory Fieldwork Sites	Faculty supervision Procedural guidelines	Latex or nitrile gloves Gowns Surgical masks N-95 dust masks	Slip resitant footwear
Arts and crafts activities	Lacerations	OT Laboratory	Faculty supervision Procedural guidelines	Leather work gloves, if working with/creating sharp edges	

1. As a good safety practice, wear safety glasses with side shields at a minimum whenever work with liquid chemicals is performed or there is a potential for flying particles.
2. Safety Data Sheet (SDS) recommends the use of goggles when chemical splash is possible. An alternative to goggles could be safety glasses with side shields under a face shield where chemical splash is possible.
3. In the event a chemical comes into contact with gloves, change gloves immediately.
4. Where air monitoring has not been conducted and respirators are used or available, or there is potential airborne worker exposure, we recommend conducting a respiratory hazard evaluation which includes a reasonable estimate of employee exposures to respiratory hazard(s) and an identification of the contaminant's chemical state and physical form.

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Anthony Downs
Signature

Anthony M. Downs
Printed Name

11/21/22
Date

Personal Protective Equipment Hazard Assessment Matrix
Regis College

Health Center

Job Task	Potential Hazard(s)	Area / Task Details and Notes	Other Controls	PPE Recommendations [1,2,3]	Additional Recommendations [3,4]
First Aid Suture Removal Dressing Changes Incision & Drainage.	Contact with blood or other potentially infectious material	Health center staff and nurse practitioners administer first aid/CPR and come in contact with blood or other potentially infectious material.	Universal precautions Sharps procedures Biomedical waste storage requirements BBP Exposure Control Plan Red biohazard bags for collection of medical/biological waste	Nitrile gloves Lab coats Breathing mask and bag for CPR	Safety glasses with side shields for procedures with a potential of splash or spatter.
Patient Care Medical Examinations.	Contact with blood or other potentially infectious material	Health center staff and nurse practitioners administer medical examinations and may come in contact with blood or other potentially infectious material.	Universal precautions Sharps procedures Biomedical waste storage requirements BBP Exposure Control Plan Red biohazard bags for collection of medical/biological waste	Nitrile gloves Lab coats	
Blood Draws Specimen Collection CLIA Approved Diagnostic Testing.	Contact with blood or other potentially infectious material Chemical contact Needle stick	Health center staff and nurse practitioners regularly draw blood using hypodermic needles and may collect a variety of specimens that present a risk of contact with blood or other potentially infectious material.	CLIA Protocols and Written Procedures Universal precautions Sharps procedures Safety Needles Biomedical waste storage requirements BBP Exposure Control Plan Red biohazard bags for collection of medical/biological waste	Nitrile gloves Lab coats	Safety glasses with side shields for procedures with a potential of splash or spatter.

Personal Protective Equipment Hazard Assessment Matrix
Regis College

Health Center

Job Task	Potential Hazard(s)	Area / Task Details and Notes	Other Controls	PPE Recommendations [1,2,3]	Additional Recommendations [3,4]
Immunizations Vaccinations TB Testing.	Contact with blood or other potentially infectious material Chemical contact Needle stick	Health center staff and nurse practitioners regularly provide immunizations, vaccinations, and TB Skin Tests using hypodermic needles.	CLIA Protocols and Written Procedures Universal precautions Sharps procedures Safety Needles Biomedical waste storage requirements BBP Exposure Control Plan Red biohazard bags for collection of medical/biological waste	Nitrile gloves Lab coats	Safety glasses with side shields for procedures with a potential of splash or spatter.
Moving and Packaging Red Biohazard Bags	Contact with blood or other potentially infectious material	Health Canter staff and nurse practitioners regularly remove 3/4 full red biogazard bags from the exam rooms and package them in rigid containers for offsite shipment and disposal.	Biomedical waste storage requirements Red biohazard bags for collection of medical/biological waste Sharps containers	Nitrile gloves Lab coats	
Cleaning Exam Rooms and Equipment	Contact with blood or other potentially infectious material	Health center staff and nurse practitioners regularly disinfect examination tables and equipment with sanitizing wipes.	Universal precautions	Nitrile gloves Lab coats	Bleach or orther germicidial solution

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2. Safety Data Sheet (SDS) recommends the use of goggles when chemical splash is possible. An alternative to goggles could be safety glasses with side shields under a face shield where chemical splash is possible.
3. In the event a chemical comes into contact with gloves, change gloves immediately.
4. Where air monitoring has not been conducted and respirators are used or available, or there is potential airborne worker exposure, we recommend conducting a respiratory hazard evaluation which includes a reasonable estimate of employee exposures to respiratory hazard(s) and an identification of the contaminant's chemical state and physical form.

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Anthony Downs
Signature

Anthony M. Downs
Printed Name

10/31/22
Date

Personal Protective Equipment Hazard Assessment Matrix
Regis College
Campus Police

Job Task	Potential Hazard(s)	Area / Task Details and Notes	Other Controls	PPE Recommendations [1,2,3]	Additional Recommendations [3,4]
First Aid / CPR	Contact with blood or other potentially infectious material	Campus Police officers may provide first aid/CPR and come in contact with blood or other potentially infectious material.	Universal precautions BBP Exposure Control Plan Officers are issued a Belt Trauma Kit to be worn while on duty First aid kits in all cruisers	Nitrile gloves Safety glasses with side shields	
Traffic control	Vehicle impact Dehydration Heat exhaustion Cold Frostbite Heat stroke	Campus Police officers are regularly positioned in public and private roadways to direct traffic. These duties may be required during extreme temperatures and weather.	All officers are issued high visability raincoats and vests to be worn during traffic details Cones and barriers	High visibility vest/jacket	Shifts roatations during extreme weather conditions Sunscreen Proper hydration and clothing
Emergency response	Chemical contact Chemical vapors Contact with blood or other potentially infectious material Fire	Campus Police officers may be called upon to respond to emergency incidents that may involve chemical spills, medical emergencies, or fires.	Officers are issued a Belt Trauma Kit to be worn while on duty First aid kits and fire extinguishers in all cruisers	Nitrile gloves Safety glasses with side shields	

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2. Safety Data Sheet (SDS) recommends the use of goggles when chemical splash is possible. An alternative to goggles could be safety glasses with side shields under a face shield where chemical splash is possible.
3. In the event a chemical comes into contact with gloves, change gloves immediately.
4. Where air monitoring has not been conducted and respirators are used or available, or there is potential airborne worker exposure, we recommend conducting a respiratory hazard evaluation which includes a reasonable estimate of employee exposures to respiratory hazard(s) and an identification of the contaminant's chemical state and physical form.

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Signature

Anthony M. Downs
Printed Name

11/21/22
Date

APPENDIX B: EMPLOYEE NOTIFICATION AND TRAINING RECORD

Regis

EMPLOYEE NOTIFICATION AND PPE TRAINING

Date of Notification:			
Department:			
Conducted by:			
Topics Covered:			
Attendees:			
Name		**Signature**	**Job Title**

Personal Protective Equipment

Prepared In Accordance with: 29 CFR §1910 Subpart I

Personal Protective Equipment

"Devices used to protect employees from injury or illness resulting from contact with chemical, radiological, physical, electrical, mechanical, or other workplace hazards"

- The need for PPE and the type of PPE required is based on the hazards present in the workplace
- PPE selection and use must meet the requirements of the OSHA PPE Standards (29 CFR Part 1910, Subpart I)

Employer Responsibilities

- Complete assessment of hazards that require PPE
- Select the necessary and appropriate PPE
- Provide PPE to employees at no cost
- Train employees on PPE

REGIS

A CATHOLIC UNIVERSITY IN GREATER BOSTON

Personal Protective Equipment Policy

Personal Protective Equipment Hazard Assessment Matrix
Regis College

Facilities Maintenance

Job Task	Potential Hazard(s)	Area / Task Details and Notes	Other Controls	PPE Recommendations [1,2,3]	Additional Recommendations [3,4]
Working outside in cold temperatures.	Cold Frostbite	Throughout Campus Facilities personnel may perform work activities (e.g., snow blowing, shoveling) outdoors.	Periodic breaks, warm up, working in shifts. Employee discretion	Winter coat Insulated gloves Hat Slip resistant work boots	Instruction on frostbite
Working outside in hot temperatures.	Dehydration Heat exhaustion Heat stroke Sunburn	Throughout Campus Facilities personnel may perform work activities (e.g., mowing, sweeping) outdoors.	Periodic breaks, work in the morning and evenings, water provided throughout campus, buildings air conditioned.	Cool light-weight clothing, baseball hats for shade, sunblock	Instruction on staying hydrated
Maintenance of grounds equipment.	Compression Laceration	Maintenance Garage Small repairs and oil changes, sharpening blades, and changing attachments. Pneumatic tools and equipment.	Services contracted.	None for Regis personnel as this work is contracted. Contractors are to perform their own hazard assessment for completing this task.	
Using chain saws.	Laceration Noise Flying particulate Strain	Chain saws are used to trim trees and cut up fallen limbs.	Buddy system	Safety glasses with side shields Face shield Hearing protection Chaps Work boots	Recommend noise monitoring during operation of saws.
Using saws in Ccarpentry Shop	Laceration Noise Flying particulate	Saws are used to cut and shape wood, metals, plexiglass, cardboard, and MDF on a regular basis.	Do not remove guards from saws	Safety glasses with side shields Hearing protection	Recommend noise monitoring during operation of saws.

Employee Responsibilities

- Review the potential hazards and recommended PPE for each job task you perform
- Follow ***ALL*** warnings and precautions and safe work procedures
- Report any unsafe conditions or actions

PPE Limitations

- The need for PPE means that a potential hazard exists that cannot be controlled by other methods
- PPE is used as a last resort to mitigate workplace hazards and should be combined with other controls
- PPE will only protect you if….
  - You select the proper PPE
    - Workplace hazard assessments
  - You wear it properly
    - Training

Head Protection

Potential Hazards

- Impact to the Head – sprains, concussions and skull fractures
- Electrical Shocks – electrical shocks and burns
- Splashes, Spills and Drips – scalp irritation and burning

How Hard Hats Protect You

- A rigid shell that resists and deflects blows to the head
- A suspension system inside the hat that acts as a shock absorber
- Some hats serve as an insulator against electrical shocks
- Shields your scalp against splashes, spills, and drips
- Some hard hats can be modified to add faceshields, goggles, hoods, or hearing protection

Eye Protection

Potential Hazards

- Dusts, Powders, Fumes and Mists
- Toxic, Corrosive, or Irritating Gases, Vapors and Liquids
- Flying Objects or Particles
- Thermal and Radiation Hazards
- Lasers

Safety Glasses

- Most widely used type of eye protection
- Must be ANSI Z-87 approved
- Much stronger and more resistant to impact and heat than regular glasses
- Side shields protect from hazards not directly in front
- Prescription and nonprescription
- Wide variety of lens coatings

Safety Goggles

- More protection than safety glasses – fit closer to face
- More protection from splashing liquids, fumes, vapors, powders, dusts and mists
- Must indicate that they are chemical splash goggles to be worn for that purpose

- Must indicate that they are impact resistant to be worn for protection against projectiles

Faceshield

- Offer full face protection
- Often used around operations with potential exposure to chemical splashes, or flying particles
- Faceshields alone are NOT considered adequate eye protection
- Always wear safety glasses under a faceshield

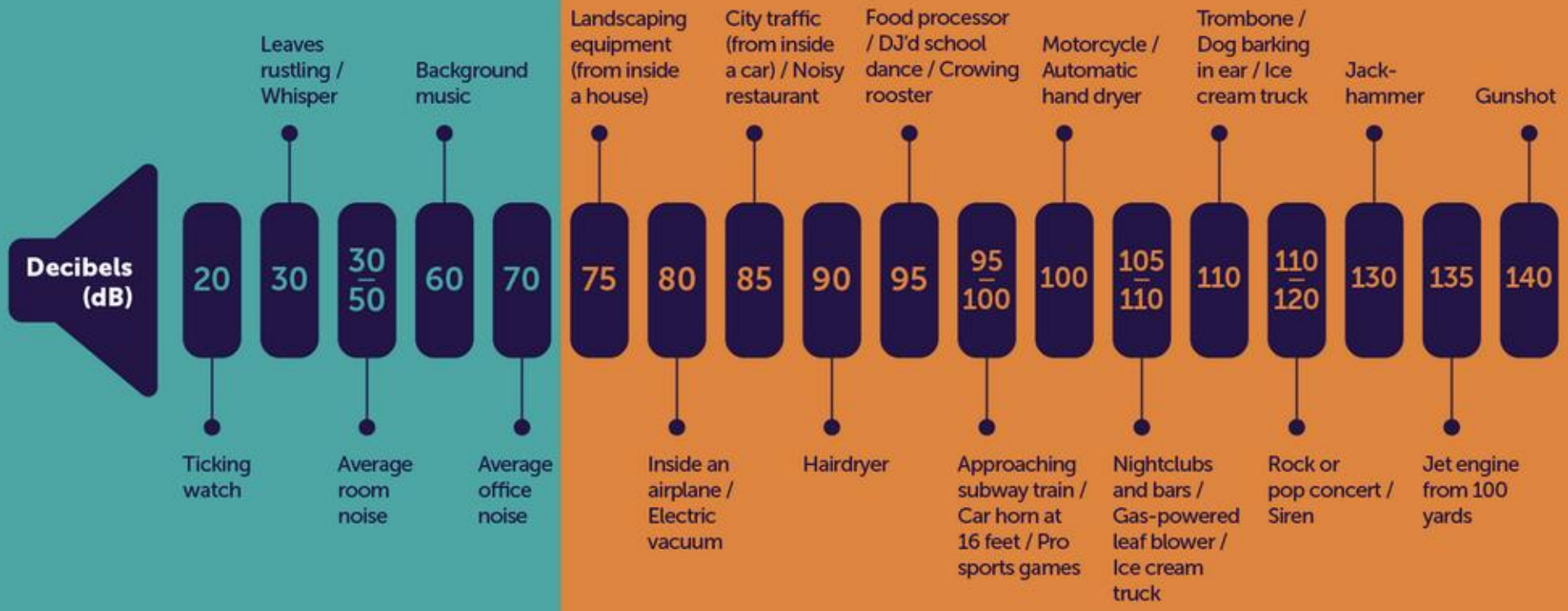
Hearing Protection

Potential Hazards

- Noise exposure at different sound levels and durations, both have the potential to cause permanent hearing loss

Duration per day (h)	Sound level dB (A) SLOW response
8	85
6	86
4	88
3	89
2	91
$1\frac{1}{2}$	92
1	94
$\frac{1}{2}$	97
$\frac{1}{4}$ or less	100

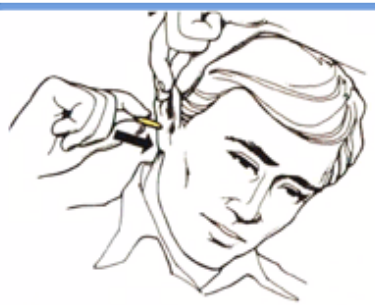
NOISE LEVELS



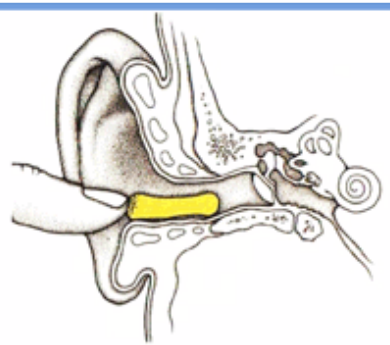
Ear Plugs

- Advantages:
  - Small and lightweight
  - Comfortable in hot environments
  - Easily used with other safety equipment
- Disadvantages
  - Require specific fitting instructions
  - May work loose and require refitting
  - Are frequently soiled

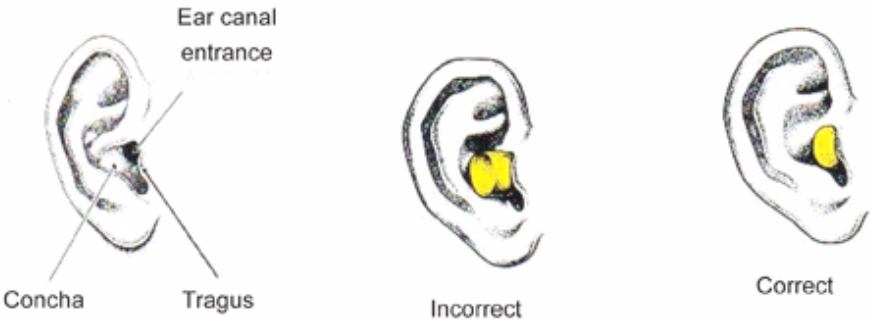
Roll the plug into a very thin crease free cylinder



Pull the ear outward and upward during insertion



Insert the plug well into the ear canal and hold it there while it begins to expand



The outer edge of the plug should be flush with or slightly inside the Tragus

Earmuffs

- Advantages:
  - Easy to see and verify that employees are wearing appropriate protection
  - One size fits all
  - Fits better for longer periods of time
- Disadvantages:
  - May fit tight on your head
  - Uncomfortable in a warm environment
  - Problems occur when used with other equipment

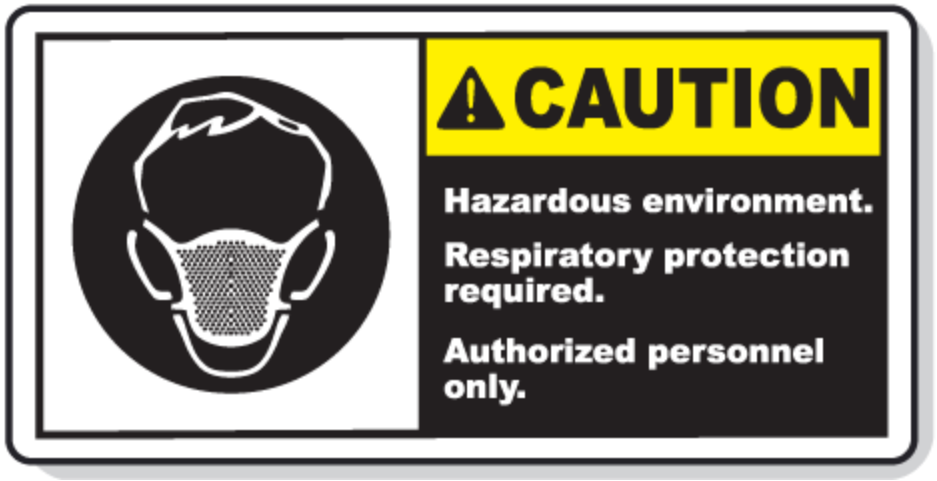
Hearing Protection FAQs

- What is NRR?
  - Noise Reduction Rating (in dB)
- Why is NRR good to know?
  - It is the average noise reduction based on laboratory tests
- Is the NRR reliable for use in the field?
  - No, field exposure can vary greatly to the laboratory, assume 50% of the NRR for actual protection in the field
- What if I double up?
  - More protection is always good, but it is not additive
  - Ear Plugs (NRR 25) + Ear Muffs (NRR 25) ≠ NRR 50

Respiratory Protection

Potential Hazards

- Inhalation is one of the quickest, most efficient ways for hazardous materials to enter into the body
- Respirators protect users by removing harmful materials that may enter the body via the lungs



Respiratory Protection

- Regis College employees may ***NOT*** wear cartridge respirators or supplied air respirators unless they have undergone the following:
  - Medical clearance and ongoing monitoring
  - Annual fit testing
  - Annual training

Voluntary Use of Respiratory Protection

- The ***ONLY*** exception to the respiratory protection program is voluntary use of filtering face pieces or dust masks
  - Only requires that employees be provided with a copy of Appendix D to the OSHA standard explaining voluntary use

INFORMATION FOR EMPLOYEES USING RESPIRATORS WHEN NOT REQUIRED UNDER THE STANDARD [VOLUNTARY USE OF RESPIRATORS]

Appendix D to 29 CFR § 1910.134 (Mandatory)

Respirators are an effective method of protection against designated hazards when properly selected and worn. Respirator use is encouraged, even when exposures are below the exposure limit, to provide an additional level of comfort and protection for workers. However, if a respirator is used improperly or not kept clean, the respirator itself can become a hazard to the worker. Sometimes, workers may wear respirators to avoid exposures to hazards, even if the amount of hazardous substance does not exceed the limits set by OSHA standards. If your employer provides respirators for your voluntary use, of if you provide your own respirator, you need to take certain precautions to be sure that the respirator itself does not present a hazard.

You should do the following:

1. Carefully review and heed all instructions provided by the manufacturer on use, maintenance, cleaning and care, and warnings regarding the respirator's limitations.

2. Choose respirators certified for use to protect against the contaminant of concern. NIOSH, the National Institute for Occupational Safety and Health of the U.S. Department of Health and Human Services, certifies respirators. A label or statement of certification should appear on the respirator or respirator packaging. It will tell you what the respirator is designed for and how much it will protect you.

3. Do not wear your respirator into atmospheres containing contaminants for which your respirator is not designed to protect against. For example, a respirator designed to filter dust particles will not protect you against gases, vapors, or very small solid particles of fumes or smoke.

4. Keep track of your respirator so that you do not mistakenly use someone else's respirator.

Hand Protection

Potential Hazards

- There are many types of gloves that are designed to protect your hands from a variety of potential hazards
- Always talk with your supervisor about the type of glove you should be using for specific tasks

Glove Selection Factors

- Chemical compatibility (type of chemical and concentration)
- Frequency and duration of chemical contact
- Nature of contact (e.g., splash or immersion)
- Laceration/puncture resistance
- Thermal protection
- Length of hand/arm to be protected
- Dexterity requirements
- Grip requirements
- Size

Chemical Resistance

- Penetration
  - Transport of chemicals through an opening in the clothing/equipment (e.g., rips, punctures, abrasions)
- Degradation
  - Breakdown of the protective material due to chemical contact. Signs include discoloration, gummy surface, sagging, and cracks
- Permeation
  - Movement of chemicals through intact material, involving absorption of the chemical on the outside surface, diffusion through, and deposition of the chemical on the inside

Chemical Resistant Gloves

- Never rely on color or feel; always verify specifications and limitations by looking at the tag on the gloves or the box the gloves came in

Foot Protection

Potential Hazards

- Rollover or compression hazards from heavy objects
- Sharp objects piercing the sole or uppers
- Chemicals that might splash on feet or legs
- Hot or wet surfaces
- Slippery surfaces

Selecting Protective Footwear

- **Safety first.** Know the specific hazards of your work environment. Safety toe caps (steel or composite), metatarsal guards, puncture-resistant soles, and special construction materials can help protect against falling objects, sharp edges, chemicals, or electrical hazards
- **Buy what you need.** Match the footwear's design and materials to your special requirements

Selecting Protective Footwear

- **Check your soles.** Soles can be designed to resist slips and protect your feet from heat, puncture, and electrical shock
- **Stability is important.** Wear shoes or boots with flat soles and a wide base. They will provide greater stability when working on uneven surfaces
- **Comfort is critical.** Footwear should feel comfortable when you first try it on. Don't expect to need a "break-in" period before footwear feels comfortable

Summary

PPE Summary

- PPE is hazard specific; the hazards of each workplace and task must be evaluated
- PPE is used as a last resort when the hazard cannot be eliminated or controlled by other methods
- Regis College provides a variety of different kinds of PPE to protect you from workplace chemicals and hazards
- Employees must properly wear and maintain their PPE

Questions?

APPENDIC C: SUPERVISOR PPE FORM

PERSONAL PROTECTIVE EQUIPMENT - SUPERVISOR QUESTIONNAIRE
Regis College

Regis College is responsible for assessing the workplace to determine if hazards are present that require the use of personal protective equipment (PPE) to comply with OSHA's standards of safety. If hazards are present, Regis College must require the use of and training on the appropriate PPE for affected employees.

Your input, as a supervisor, is necessary in order to gather information as part of the PPE hazard assessment process. Please answer the questions below as related to your specific activities on campus. This information will be provided to Woodard & Curran, a consultant who will working with us to conduct formal PPE hazard assessments. Your input is important and appreciated. Please return the completed form to Environmental Health & Safety anthony.downs@regiscollege.edu

We will follow-up to schedule the formal onsite assessments (please respond by email with scheduling preferences or conflicts). The attached hand-out provides additional details on the PPE hazard assessment process.

Department/Area Name:

Person completing form: Date form completed:

Please briefly describe the main tasks conducted by faculty or staff within your department (e.g., use of laboratory chemicals, use of cleaning chemicals, painting, carpentry, pipe fitting, welding, cutting, grounds maintenance, first aid/CPR, etc.)
What do you consider to be the main hazards to employees working in your department (i.e., burns from acids splashing onto skin; excessive heat; cuts/lacerations from sharp objects; rolling or pinching objects that could crush the hands or feet; etc.)?

Please use the table below to provide a preliminary list of the main tasks, hazards and PPE currently used by your personnel in this area (e.g., safety glasses with side shields, disposable nitrile gloves, face shields, chemical aprons, leather work gloves, etc.)? If available, please provide the manufacturer/model for chemical protective gloves.

This information will be reviewed and revised where necessary as part of the hazard assessment process.

Work Task/Area	Hazards	PPE Currently Used

Any questions or concerns regarding workplace hazards and, or PPE?

APPENDIX D: INFORMATION REQUIRED FOR EMPLOYEES USING RESPIRATORS VOLUNTARILY

INFORMATION FOR EMPLOYEES USING RESPIRATORS WHEN NOT REQUIRED UNDER THE STANDARD [VOLUNTARY USE OF RESPIRATORS]

Appendix D to 29 CFR § 1910.134 (Mandatory)

Respirators are an effective method of protection against designated hazards when properly selected and worn. Respirator use is encouraged, even when exposures are below the exposure limit, to provide an additional level of comfort and protection for workers. However, if a respirator is used improperly or not kept clean, the respirator itself can become a hazard to the worker. Sometimes, workers may wear respirators to avoid exposures to hazards, even if the amount of hazardous substance does not exceed the limits set by OSHA standards. If your employer provides respirators for your voluntary use, of if you provide your own respirator, you need to take certain precautions to be sure that the respirator itself does not present a hazard.

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4. Keep track of your respirator so that you do not mistakenly use someone else's respirator.

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