

Personal Protective Equipment



CLOTHING & PPE

- Although every effort should have been made to make a site safe, it is impossible to remove every hazard. Construction sites, workshops and other premises that you may visit can be dangerous places. You must therefore protect yourself by using the appropriate protective clothing and equipment.
- It is your employer's duty to ensure that necessary equipment and protective clothing is made available for your use, free of charge. It is your duty to protect yourself by using it.



Responsibilities

Workers shall:

- ❖ Not use PPE that is defective or damaged.
- ❖ Ask your supervisor when you require new PPE.
- ❖ Report defective PPE to their supervisor immediately.
- ❖ Perform work only with adequate PPE.
- ❖ Comply with Conviron's PPE policy.

Supervisors shall:

- ❖ Provide required PPE to workers before work begins.
- ❖ Provide workers with training in the proper selection, use and care of required PPE before work begins.
- ❖ Develop and/or maintain a process or processes whereby PPE is inspected, maintained and returned to, or removed from, use so that it will be in a sanitary and reliable condition.
- ❖ Communicate requirement that contractors are to use appropriate PPE.
- ❖ Communicate requirement that visitors are to use appropriate PPE.



Safety Helmets

- SAFETY HELMETS must be worn at all times when out on construction sites or when directed to do so at other sites/premises. You should have been issued with a safety helmet – it is your responsibility to look after it. Helmets should be replaced at the manufacturers recommended intervals, normally every two years. Helmets should be stored properly to Prevent damage and out of direct sunlight, which causes deterioration. No unauthorized stickers or markings should be applied as adhesives, paints, etc. can cause damage. You should check your helmet before using it and ask for a replacement if it is cracked, deeply cut or damaged in any other way.



Safety Footwear

- SAFETY FOOTWEAR must always be worn on site. This should comprise of good quality safety boots or shoes with steel reinforced toecaps and soles to prevent crushing or puncturing by sharp objects. Footwear should also have soles with good grip to prevent slipping.
- Safety Boots must have CSA Symbol and Omega Symbol that has resistance to electric shock.



indicates sole
puncture
protection



indicates soles that
provide resistance
to electric shock.

Reflective vests or jackets

- Suitable PROTECTIVE CLOTHING should be worn in wet or cold weather or in dirty or wet conditions, etc. Reflective vests or jackets are required to be worn at all times while on a construction site, either visiting or working.



Safety Glasses

Safety Glasses must always be worn on site .

Safety glasses will be worn in compliance with the following standards:

- ❖ all safety glasses must have side shields
- ❖ will have a CSA mark in Canada and equivalent marking in other countries
- ❖ Prescription glasses will be in compliance with CSA standards and have side shields.



Safety glasses should be maintained as follows:

- ❖ clean daily according to manufacturer's instructions
- ❖ keep free of scratches as this can impair vision and weaken the lenses
- ❖ store in a clean, dry place
- ❖ replace scratched, pitted, broken, bent, and / or ill-fitting glasses.

Brazing/Soldering PPE

- ▶ Protective clothing will be 100% wool or flame retardant. Have to be long sleeve. Must comply with EN 12477 Type B-2. 18.2.
- ▶ Flame resistant gloves. Must comply with EN 407-Type A-1 18.3.
- ▶ Protective glasses with filter lenses shade 2 ANSI/AWS.



CONVIRON[®]



Electrical PPE

- All employees completing testing and electrical work must wear electrical glove system.
- Rubber pair of class 0 gloves, leather protectors, and powder or liner gloves to absorb perspiration and a canvas bag for storage.

CONVIRON[®]



Working from Heights

- Occupational health and safety laws generally require action when a worker has the potential to fall about 3 metres (10 feet).

In most cases, fall protection is required when:

- other means of fall protection are not available or possible, such as guardrails
- working at a height of 3 meters or more (permanent and/or temporary work areas)
- working at a height of less than 3 meters when the surface below could cause a greater injury than just the fall (e.g., machinery; risk of drowning in water or other liquid; open tanks, vats, or pits containing hazardous materials; materials that can shift)
- a worker may fall through an opening in the work surface
- it is determined that fall protection is necessary

Working at Heights

Above 10 Feet

Personal Protective Equipment



BUMP CAP OR
HARD HAT



EAR
PROTECTION
USE TO PROTECT
YOUR EARS FROM
HEARING LOSS



FALL
PROTECTION



SAFETY
GLASSES

USE TO PROTECT
EYES FROM FLYING
PARTICLES



SAFETY
SHOES

USE TO PROTECT
YOUR FEET
FROM FALLING
OR ROLLING
OBJECTS



Inspection of Electrical Gloves



Visually inspect gloves (inside & out) for damage prior to use and after any incident suspected of causing damage.

COMMON PROBLEMS TO LOOK FOR

Snags:

Damage shown below is due to wood and metal splinters and other sharp objects.



UV Checking:

Storing in areas exposed to prolonged sunlight causes UV checking.



Chemical Attack:

This photo shows swelling caused by oils and petroleum compounds.



Avoid Folding:

The strain on rubber at a folded point is equal to stretching the rubber to twice its length.



Cracking & Cutting:

Shown below is damage caused by prolonged folding or compressing.



Physical Damage:

Rope burns, deep cuts and puncture hazards are cause for rejection.



Air Test: Listen for escaping air to detect holes. Roll the cuff tightly to trap air inside, then apply pressure to areas of the glove to inspect for escaping air. Repeat procedure with glove turned inside out.



Inspection of Electrical Gloves

INSPECT LEATHER PROTECTORS

Embedded Wires:
Inspect for embedded wires or metal shavings that could puncture rubber gloves.

Contamination:
Discard protectors contaminated with oil or petroleum compounds.



INSPECT CALIBRATION DATE

Ensure you inspect the Calibration Date to ensure they are not past due

If gloves are worn, damaged or out of calibration
STOP WORK!
YOU CAN NOT PERFORM ANY ELECTRICAL WORK UNTIL YOU RECEIVE NEW GLOVES.

Report to your supervisor immediately.

Date is on the Glove and on the inspection report in the Bag



ALL NEW INSULATING RUBBER GLOVES MUST BE TESTED PRIOR TO FIRST USE

INSULATING RUBBER GLOVES
Insulating rubber gloves must be tested in good condition, and properly used, and designed to protect the wearer from the passing of electrical shock.

TESTING & TEST REQUIREMENTS PER CURRENT STANDARDS
The test steps that insulating rubber gloves must be visually inspected inside and out for defects before every use. It provides testing:
1. Insulating rubber gloves will be damaged by petroleum based products (oil, grease, etc.), adhesives, etc. Should be replaced if contaminated.
2. Insulating rubber gloves should be tested for electrical strength before use.
3. Insulating rubber gloves should be tested for electrical strength before use.
4. Insulating rubber gloves should be tested for electrical strength before use.
5. Insulating rubber gloves should be tested for electrical strength before use.
6. Insulating rubber gloves should be tested for electrical strength before use.
7. Insulating rubber gloves should be tested for electrical strength before use.
8. Insulating rubber gloves should be tested for electrical strength before use.
9. Insulating rubber gloves should be tested for electrical strength before use.
10. Insulating rubber gloves should be tested for electrical strength before use.

CARE AND USE OF INSULATING RUBBER GLOVES
1. Insulating rubber gloves should always be worn with leather protectors.
2. Insulating rubber gloves should be tested for electrical strength before use.
3. Insulating rubber gloves should be tested for electrical strength before use.
4. Insulating rubber gloves should be tested for electrical strength before use.
5. Insulating rubber gloves should be tested for electrical strength before use.
6. Insulating rubber gloves should be tested for electrical strength before use.
7. Insulating rubber gloves should be tested for electrical strength before use.
8. Insulating rubber gloves should be tested for electrical strength before use.
9. Insulating rubber gloves should be tested for electrical strength before use.
10. Insulating rubber gloves should be tested for electrical strength before use.

STORAGE OF RUBBER GLOVES
1. Insulating rubber gloves should be stored in a cool, dry place.
2. Insulating rubber gloves should be stored in a cool, dry place.
3. Insulating rubber gloves should be stored in a cool, dry place.
4. Insulating rubber gloves should be stored in a cool, dry place.
5. Insulating rubber gloves should be stored in a cool, dry place.
6. Insulating rubber gloves should be stored in a cool, dry place.
7. Insulating rubber gloves should be stored in a cool, dry place.
8. Insulating rubber gloves should be stored in a cool, dry place.
9. Insulating rubber gloves should be stored in a cool, dry place.
10. Insulating rubber gloves should be stored in a cool, dry place.

Noise reduction

- NOISE can cause serious damage to your hearing. Regular exposure to noise or a single exposure to excessively loud noise can result in permanent hearing loss. You must therefore wear suitable ear defenders or earplugs when entering noisy areas.



Hand, Head & Arm Protection



Where risk of injury to hands exists, workers are required to wear cut resistant gloves.



If a worker must handle substances that may damage the skin on contact or be absorbed through the skin, the characteristics of the gloves must match the SDS of that specific substance.



Where there is a risk of injury to the workers arms, workers are required to wear cut resistant sleeves.

Face Shields



Face Shields must be used when there is a hazard such as flying objects, chemical splashes, checking bad fuses on a lighting panel or as stated in the standard operating procedure.



Dust Masks



Respiratory protective equipment must be selected, used, maintained and cared for in the proper manner as per SDS.

DRESS CODE

DO NOT WEAR SHORT SLEEVES OR SHORTS



Employees, who are inappropriately dressed in the opinion of management, may be sent home and required to return to work in acceptable attire. This time will be considered personal time off and will not be paid.

Disciplinary Action

- The following Policy and Procedure is part of Conviron's Health and Safety Program. It has been reviewed and approved by the Executive Management and considered company policy.
- Failure to adhere to this program can and will result in disciplinary action. We ask that you read this Policy and Procedure and if you have any questions or require clarification that you contact your Immediate Supervisor.

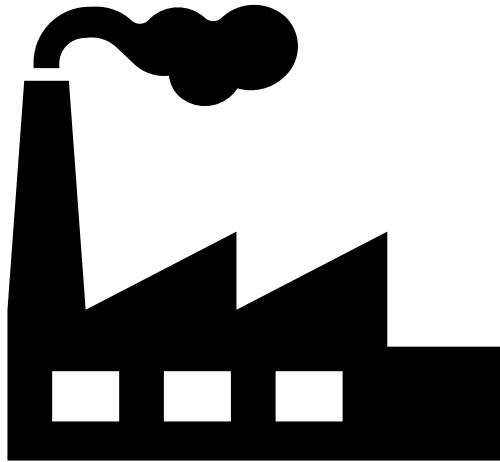
Reimbursements for PPE

Employees must show their PPE to their Supervisor for approval. The supervisor will complete the PPE Approval Form 10578 and verify that PPE is in compliance with this policy.

- ❖ Safety footwear is reimbursed at a maximum value of **\$200.00** every **2 years**. It must have the CSA stamp of approval on the footwear.
- ❖ Prescription safety glasses are reimbursed at a maximum value of **\$300.00** every **2 years**. Prescription safety glasses must meet the CSA requirements.
- ❖ Custom hearing protection (earplugs) is reimbursed at a maximum value of **\$50.00** per **2 years**.

Conviron Dress code Policy





GENERAL: It is essential that all employees recognize that an individual's appearance and the way in which they care for themselves may reflect the way they care for others, including co-workers and customers.

No dress code can cover all contingencies so employees must exert a certain level of discretion with their choice of clothing to wear to work. In keeping with our professional image, the following dress guidelines have been developed

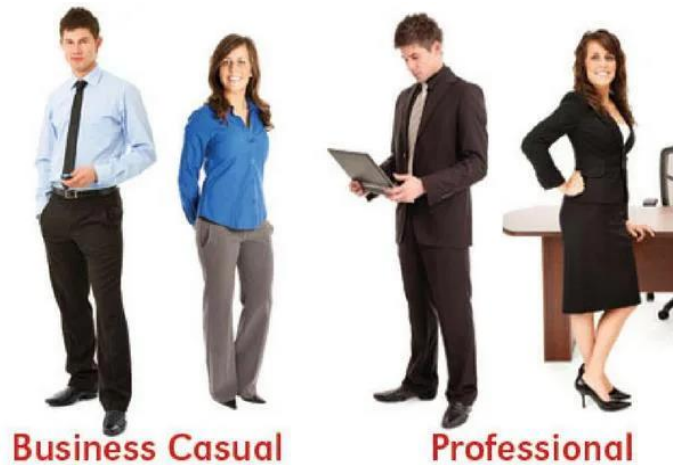
PARTICULARS:



Office staff:

- All clothing must be neat, clean and in good repair at all times.
- Employees must dress in a presentable business fashion, which may include business casual attire (see guidelines below).
- On Fridays, the dress code will be relaxed to allow more casual attire, including jeans. (Business and client needs override this privilege, regular business attire may be required in some circumstances)
- Employees are expected to use their best judgment in determining what appropriate dress is given the circumstances. For example, employees who are expecting to meet with a customer on a particular day should err on the side of being over-dressed on that day.

PARTICULARS:



- Pins or stickers with slogans or other inappropriate (ex. Sexual, political, religious, or racial) messages are not permitted.
- Employees, who are inappropriately dressed in the opinion of management, may be sent home and required to return to work in acceptable attire. This time will be considered personal time off and will not be paid.
- Various scented products and chemicals used by employees in the workplace may cause allergic reactions in persons with migraines, asthma, allergies, heart and lung diseases and chemical or scent sensitivities. Employees are asked to be considerate in their use of such products..

Guidelines for Males

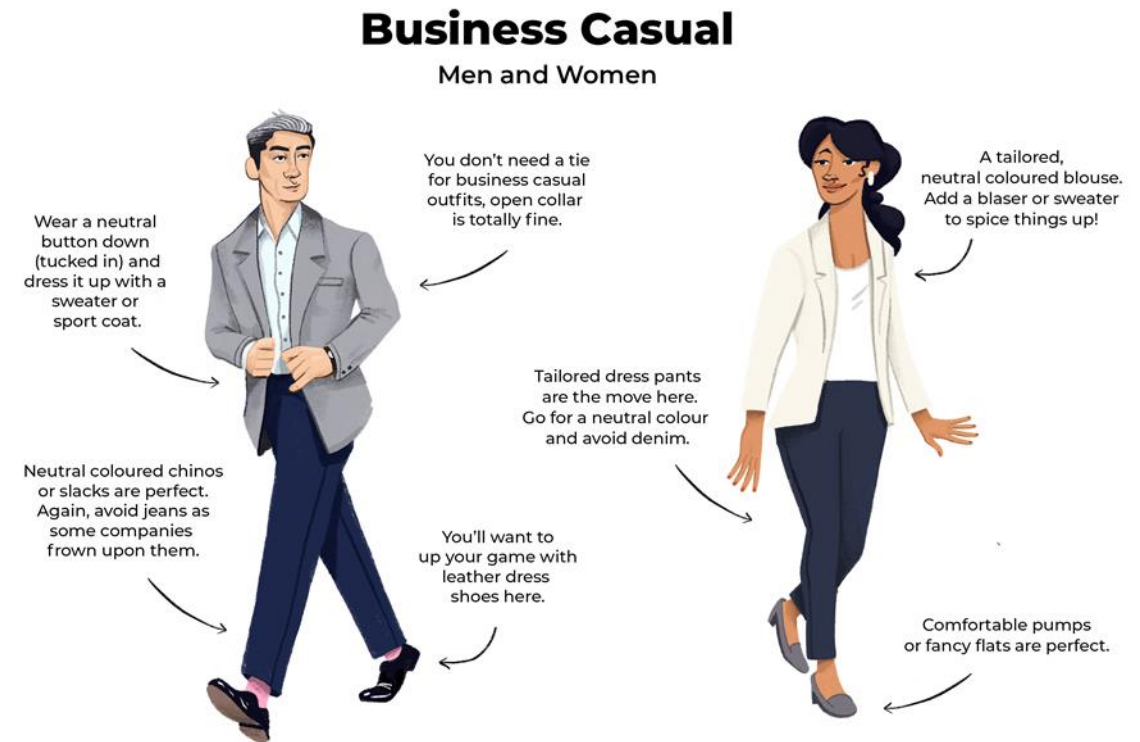
- T-shirts are not permitted.
- Oxford and golf style shirts are acceptable, if they have a collar and are conservative in cut and colour (ex. Hawaiian shirts are not permitted)
- Jeans and denim apparel of any colour are not permitted except for “Casual Friday”.
- Casual pants, including cotton pants, are acceptable, provided they are of a conservative cut and colour (ex. Cargo-style pants are not permitted)
- Sweaters are permitted.
- Sweatshirts or sweatpants are not permitted.
- Shorts are not permitted.
- Running shoes or sandals of any style are not permitted.
- A shirt and tie is always appropriate.

Business Casual Men and Women



Guidelines for Females

- Blouses, oxford and golf style shirts are acceptable, provided that they are appropriate for the workplace.
- T-shirts, halter-tops and strapless tops are not permitted.
- Jeans or denim apparel of any colour is not permitted.
- Conservative style walking shorts and skirts are acceptable.
- Sweaters are permitted.
- Sweatshirts, sweatpants and other workout clothing are not permitted.
- Sandals and open toe shoes are permitted provided they are appropriate for the business place.
- Running shoes are not permitted.



Production employees

- A shop uniform, which shall be **issued by the Company** at the commencement of employment, is always required.
- All clothing must be neat, clean and in good repair. Pins or stickers with slogans or other inappropriate (ex. Sexual, political, religious, or racial) messages are not permitted.
- **Once every 24 months, Conviron will provide to eligible CEA members, their choice of:**
 - 3 shirts and 3 pair of pants; OR
 - 3 pair of coveralls; OR
 - 2 shirts, 2 pair of pants, and 1 pair of coveralls.

Employees will be provided with a complete set of uniforms at the completion of their probationary period. Uniforms provided by Conviron are the property of Conviron, and the last sets of uniforms issued are to be returned if the employee should leave the company.



THANK YOU