

# COUNTY OF ST. PAUL NO. 19

*Our Mission - To create desirable rural experiences*



## OHS-3 Personal Protective Equipment Policy

Department: Occupational Health and Safety

### POLICY OBJECTIVE:

The County of St. Paul is committed to equipping all its employees with proper personal protective equipment to perform their duties safely and to mitigate and minimize injury risk and/or damage to property.

### POLICY STATEMENT:

#### **1.0 Coveralls**

- 1.1 The County shall provide coveralls to designated employees for use while performing assigned duties in the workplace. The coveralls shall not be altered or abused in any manner.
- 1.2 The County shall be responsible for cleaning and repairing the coveralls.

#### **2.0 Protective Footwear**

- 2.1 The County shall provide a protective footwear subsidy that shall be paid to the employee in the amount of fifty percent (50%) of the cost of the protective footwear up to a maximum total of \$100.00 per year, upon submission of an expense claim with valid receipts attached. To be eligible for the subsidy, the protective footwear must be required for use while on the job. Prior authorization is required before purchase.

#### **3.0 Other Personal Protective Equipment**

- 3.1 All employees, contractors, and visitors shall, at a minimum, wear Canadian Standards Association-approved safety glasses, Grade 1 safety boots, long trousers, short-sleeved shirts, hard hats, and any other specialty personal protective equipment such as highly visible clothing required for the job site.
- 3.2 All personal protective equipment used by the County will meet the requirements of Occupational Health and Safety Regulations and Canadian Standards Association standards.

- 3.3 All personal protective equipment whether issued by the County or supplied by the employee will be inspected at the time of issue and before each use by the employee using the equipment.
- 3.4 All personal protective equipment that has questionable reliability, damaged, or is in need of service will be removed from service immediately.
- 3.5 All personal protective equipment that has been removed from service will be tagged "Out of Service." Any tagged equipment will not be returned to service until repaired and inspected by a qualified individual.
- 3.6 The County will maintain appropriate inspection and service logs for specialty personal protective equipment.
- 3.7 No piece of personal protective equipment will be modified or changed contrary to the manufacturer's instructions or specifications of Occupational Health and Safety Regulations.

**Council Approval: September 14, 2010**  
**Council Amended: August 13, 2019**