# POLICY PW.05
# VILLAGE OF RYCROFT
# PERSONAL PROTECTIVE EQUIPMENT POLICY

Department: Public Works | Date Approved:

Replaces: New | Council Resolution Number:

**PURPOSE:** To identify a policy on personal protective equipment use and expectations.

**GUIDELINES/SCOPE:**

The Village Health and Safety Policy HR.02 identifies that as the employer, "*The Village will provide the resources required for orientation of new staff, job training, safe work practices and personal protective equipment.*"

All workers are responsible for wearing and maintaining their personal protective gear in all Village work.
The Public Works Supervisor and the user are responsible to decide when equipment is no longer effective and requires replacement. The CAO has the final say on any issue.

**Clothing:** The employer will supply all permanent full time employees with 1 pair of summer coveralls, and 1 pair of winter coveralls. A temporary employee is entitled to 1 pair of coveralls. These items are to be replaced upon a demonstrated need.

**Safety Boot Allowance:** The employer will supply all permanent full time employees with a safety boot allowance of up to $300 per year upon submission of a receipt. These items are to be replaced upon a demonstrated need. A temporary employee is responsible for the cost of their own safety boots.

**Other Safety Equipment:** The employer shall provide hard hats, safety vests, safety glasses, safety gloves, and hearing protection for all employees.

**First Aid Kits:** The employer shall provide and maintain a first aid kit for each building and machinery equipment.

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Mayor | Chief Administrative Officer