

**NJF**  
**CONSTRUCTION LTD**

**Personal Protective Equipment**  
**Guidance Booklet**

Sep 2009

# Policy

The minimum Personal Protective Equipment (PPE) to be worn by all site operatives is:

- Hard Hat
- High Visibility Jacket/Vest
- Protective Boots (Steel toe capped)

All activities are assessed by a competent person and control measures identified to be actioned. These include individual protection as well as collective protection. PPE is individually issued to protect the individual (one person) from the effects or hazards of the activity. Personnel in the surrounding area must be warned of the potential harmful effects and should be included in the requirement to wear the appropriate PPE or vacate the area to a safe distance or shielded from the activity.

These include:

- Noise – apply distance from the activity
- Dust – apply distance/dust suppression or extraction and consider wind speed and direction
- Mechanical debris eg. Sparks or falling stone – apply distance, shielding or protected area/zone

A mixture of PPE may be required at any one time and the individual is to ensure that all PPE items are correctly fitted and do not interfere with the operation of each other.

Note 1:

A beard, heavy stubble or moustache will interfere with the sealing properties of a dust mask. Selection of operative may be required to ensure protection is not compromised.

Note 2:

An operative who wears prescription spectacles must ensure that suitable eye protection is worn over the spectacles if the prescription does not meet the BS EN 166 –F/B/A standard.

# PPE Helmet

## European Standards



Implies that the helmet complies with the basic requirements laid down by the EEC directive: Personal Protective Equipment.

**BS EN 397:1995** - This standard applies to all kinds of protective head wear giving protection from mechanical risks of impact protection.

## Maintenance

Helmets must be inspected at regular intervals to ensure that adequate head protection is maintained. Clean the helmet with mild detergent and a soft cloth. Do not use any abrasive cleaning agents or chemical cleaners. Non approved stickers are not to be attached to the helmet or sprayed in any way. Check the straps and forehead protector is serviceable and fit for use. Any deterioration, deformation or scratches deeper than 50% of the helmet thickness will warrant early replacement.

All protective head wear is date stamped to identify the age of the item. No specified age limitations are legislated but IOSH recommend that 5 years is the benchmark for normal use. Operating environments affect the life of the headwear. For construction it is recommended that 5 years is not exceeded and all headwear replace at this age.

## Issued Equipment

All equipment issued by NJF Construction Ltd meets BS EN 397:1995 for helmet with or without mounted face shields and ear defenders.



# PPE High Visibility Clothing

## European Standards



Implies that the high visibility clothing complies with the basic requirements laid down by the EEC directive: Personal Protective Equipment.

**BS EN 471:1994** - High visibility vest/jackets are different depending on the location of use. The minimum requirement must comply with Table 1 Class 2 or Class 3 of the standard.



Class 2 - Sleeveless vest (2 stripe reflective band) minimum standard for site and street use.



Class 3 - Full sleeve vest or jacket and contrasting trousers for roads 50mph+ (may be required as standard by specified authorities).

## Maintenance

High Visibility clothing must be kept clean to be effective. All clothing will display a laundry label to show how to launder the item and maintain the reflective performance. If the clothing is damaged, torn missing any reflective strips the clothing is to be replaced.

## Issued Equipment

All high visibility clothing issued by NJF Construction Ltd meets BS EN 471:1994 class 2 minimum standard.

# PPE Protective Boots

## European Standards



Implies that the foot and ankle protection complies with the basic requirements laid down by the EEC directive: Personal Protective Equipment.

**EN ISO 20345:2004** - With respect to safety toecaps, there are two types of safety toecap shoes/boots, one withstanding a 200 joule impact and the other only withstanding a 100 joule impact. Further shoe/boot protection against penetration can also be provided in the sole to stop penetration by sharp objects e.g. nails etc. Other features of footwear for use in work places include antistatic, insulation against heat or cold, energy absorption in the seat of the shoe/boot and resistance to penetration and absorption of water.

## Maintenance

Protection footwear is to be maintained in a condition that ensure environmental protection (no splits, tears or worn toecaps to the steel) and provide grip in all conditions of work. Suitable tread must be visible with no holes splits or tears. Rigger boots are permitted for visitors to site not conducting any physical work.

## Issued Equipment

All boots worn by NJF Construction Ltd employees meets EN ISO 20345:2004 for safety footwear.

# PPE Gloves

## European Standards



Implies that the gloves comply with the basic requirements laid down by the EEC directive: Personal Protective Equipment.



**BS EN 388:2003** - This standard applies to all kinds of protective gloves giving protection from mechanical risks, in respect of physical problems caused by abrasion, blade cut, puncture, or tearing. This standard also covers risk of electrostatic discharge.

<b>Mechanical Hazards BS EN 388:2003</b>	<i>Performance Level</i>
a) Abrasion resistance	0-4
b) Blade-cut resistance	0-5
c) Tear resistance	0-4
d) Puncture resistance	0-4

## Maintenance

Contaminated and worn gloves may fail to protect the hands from the very hazard they were designed for. Effective protection is maintained by regular replacement of the gloves. Check the condition of the gloves, inside and out.

## Issued Equipment

All equipment issued by NJF Construction Ltd meets BS EN 388:2003 for gloves.



Fabric/ Latex covered palm

Rating 2243 (good for general protection against mechanical use. Must be replaced when worn)



Fabric/Fully covered hand

Rating 4221 (Good for general protection in wet areas against mechanical use. Must be replaced when worn)

# PPE Ear Defenders

## European Standards



Implies that the Ear protection complies with the basic requirements laid down by the EEC directive: Personal Protective Equipment.

**BS EN 352:2002** - This standard applies to all kinds of ear protection high levels of noise and high frequency noise vibration. All personnel are issued with helmet mounted ear defenders to the standard and temporary ear plugs are additionally available on site.

## Maintenance

Ear defenders are to be kept clean to prevent any contaminant or debris entering the ear canal. They can be cleaned with mild detergent and dried with a soft cloth. They are to be examined for any damage, splits or loss of insulation material. The mounting must be adequate to firmly press the muff against the head covering the ear fully.

Temporary ear plugs are provided for single use only and are to be disposed of appropriately.

## Issued Equipment

All equipment issued by NJF Construction Ltd meets BS EN 352:2002 for ear defenders and ear plugs.



For temporary single use only



# PPE Eye Protection

## European Standards



Implies that the eye protection complies with the basic requirements laid down by the EEC directive: Personal Protective Equipment.

**BS EN 166:2002** - This standard applies to all kinds of protective eye wear giving protection from mechanical risks, chemical, Ultra Violet, in respect of physical problems caused by mechanical speed, chemical containment, UV protection, molten metals and electrostatic charges.

### Resistance to high speed particles

Symbol EN 166	Level of impact resistance *	Types of eye protector
-F	Low energy 45m/s	Goggles & face shields
-B	Medium energy 120m/s	Face shields
-A	High energy 190m/s	All types

\* The eye protector must withstand an impact of a 6mm diameter steel ball of mass 0.86g

## Maintenance

Eye Protection is vital to the safety of the eyesight. To maintain the glasses/goggles/face shields use only mild detergent and soft cloth. Do not apply any abrasives, polish or chemical cleaners. Inspect the visual surface for scratches, holes, splits or tears and replace them if defective. The eye protection must be secure to the head/ears or helmet (as applicable) and remain in place.

## Issued Equipment

All equipment issued by NJF Construction Ltd meets BS EN 166-F for goggles and helmet mounted visors.





# PPE Respiratory Protection

## European Standards



Implies that the respiratory protection complies with the basic requirements laid down by the EEC directive: Personal Protective Equipment.

**BS EN 149:2001** - This standard applies to all kinds of protective

British Standard	Type of Respiratory Protective Equipment	Hazards which the Respiratory Protective Equipment will protect Against	Class or Filter	Assigned Protection Factor
BS EN 149	Particle filter which covers the nose, mouth and chin	Only protects against dust particles NOT against gases or vapours.	FFP1	4
			FFP2	10
			FFP3	20

## Maintenance

No maintenance is permitted on disposable masks and must be replaced at the end of each working shift, if a restriction in breathing is felt or smells/dust penetrates the mask. If the mask becomes wet it must be replaced.

## Issued Equipment

All equipment issued by NJF Construction Ltd meets BS EN 149:2001 FFP2 or FFP3 for disposable face masks.

FFP 2 rated masks are suitable for cutting concrete or stone with water suppression or the open atmosphere with good ventilation

FFP 3 rated masks are suitable for working in dusty environments with limited ventilation e.g. indoors.