

UC Davis Policy and Procedure Manual

Chapter 290, Health and Safety Services

Section 50, Protective Clothing and Equipment

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Responsible Department: Environmental Health and Safety

Source Document: University of California Policy on Personal Protective Equipment

I. Purpose

- A. This section outlines requirements related to the use, provision, maintenance, and replacement of personal protective equipment (PPE) and protective work clothing in accordance with the [UC Policy on Personal Protective Equipment](#), to prevent workplace injuries and illnesses.
- B. Additional information is available in Personnel Policies for Staff Members 35, Protective Clothing, Equipment, and Uniforms, and in applicable collective bargaining agreements.

II. Definitions

- A. Protective work clothing—attire worn over or in place of regular clothing to protect the employee's clothing from damage, exposure or abnormal soiling, or to maintain essential sanitary conditions in areas such as hospital food services, surgical rooms, animal quarantine areas, laboratory animal colonies, or "clean rooms."
- B. Additional terms are defined in [UC Policy on Personal Protective Equipment](#).

III. Policy

- A. University employees and students must wear appropriate PPE as required by the UC Policy on Personal Protective Equipment.
- B. Supervisors and instructors may require additional PPE as determined by an assessment of the hazards present in the space.
- C. The Departments or Units provide employees with certain protective work clothing and PPE. Employees may be required to provide their own cold weather clothing.
- D. Academic departments provide students with common communal PPE. Students may be required to obtain any additional PPE required for a course.

IV. Requirements

- A. The University requires the following protective work clothing and PPE in addition to the requirements described in UC Policy on Personal Protective Equipment:
 1. The department must provide respiratory protection when it is clearly impractical to remove harmful dusts, fumes, mists, vapors, or gasses at their source through engineering controls, or when emergency protection against occasional or relatively brief exposure is needed.
 2. The department must provide protective foot gear that meets current ANSI standards (or the equivalent) for employees exposed to hot, corrosive, or hazardous substances, falling objects, movement of heavy materials, or abnormally wet locations or conditions.
 3. Requirements for hearing protection are described in Section [290-53](#).
 4. Other protection that may be required includes protective clothing for hazards such as radiant heat and acids, vehicle safety belts and harnesses, lead-rubber aprons, head protection, and physical restraint equipment.

5. Department chairs or Unit heads may provide non-mandatory protective clothing and PPE, providing notification to Compensation Services, as long as there is equitable treatment of employees with similar duties.

B. Maintenance and replacement

1. Departments must maintain and replace all necessary protective work clothing and PPE, and may replace any non-mandatory protective work clothing and PPE, as needed.
2. Employees must replace any items lost or damaged due to their own negligence.
3. Employees must not take protective work clothing outside of the University for laundering.
4. Departmental funds may be used to pay the cost of laundering personally owned, but administratively required, protective work clothing, provided it is not also worn as ordinary street dress.

V. Responsibilities

Additional responsibilities are described in UC Policy on Personal Protective Equipment

A. Principal Investigators/supervisors

1. Perform hazard assessments of the workplace to determine when PPE is required by individuals who occupy the room.

A new hazard assessment must take place whenever new hazards are identified or introduced into the workplace, or at least once every three years.
2. Maintain certification that the workplace hazard assessment was completed, including the name of the person who performed the evaluation and the date the evaluation was performed.
3. Ensure that appropriate PPE is provided for each user.
4. Verify that PPE fits properly and will not interfere with the employees ability to work safely.
5. Provide training to employees regarding the proper use of PPE, as described in UC Policy on Personal Protective Equipment, and maintain documentation of the training.

B. Instructors

1. Ensure classroom administrators conduct hazard assessment to determine when PPE is required by students in teaching laboratories or shops.
2. Include PPE requirements in the course syllabus for any academic courses requiring use of PPE.
3. Ensure students are familiar with and properly use required PPE.

C. Employees

1. Properly wear all required PPE.
2. Inform their supervisors when worn or damaged PPE needs replacement.

D. Students

1. Obtain and properly wear all PPE as designated in the course syllabus.
2. Inform the instructor when worn or damaged communal PPE needs replacement.

E. EH&S

1. Inspects employee-owned PPE as requested to ensure compliance to minimum standards.
2. Provides interpretation of the applicable codes and standards relating to protective work clothing and PPE.
3. Provides consultation for hazard assessments and training.

VI. Further Information

For additional information contact EH&S; <http://safety-services.ucdavis.edu>; 530-752-1493.

VII. References and Related Policy

- A. University of California Policy, Personal Protective Equipment (<http://policy.ucop.edu/doc/3500597/PersonalProtectiveEquip>)
- B. Personnel Policies for Staff Members, Policy and Procedure 35, Protective Clothing, Equipment, and Uniforms (; <http://manuals.ucdavis.edu/spp/ppsm35.pdf>).
- C. UCD Policy & Procedure Manual:
 1. Section 290-53, Hearing Conservation (<http://manuals.ucdavis.edu/PPM/290/290-53.pdf>).
 2. Section 370-40, University Liability for Personal Property Loss or Damage (<http://manuals.ucdavis.edu/PPM/about.htm>).
- D. UC/Union Collective Bargaining Agreements (http://atyourservice.ucop.edu/employees/policies_employee_labor_relations/collective_bargaining_agreements.html).