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# GUIDELINES FOR USING PERSONAL PROTECTIVE EQUIPMENT (PPE)

Personal Protective Equipment (PPE) are essential in safeguarding individuals from serious workplace injuries and illnesses caused by exposure to various hazards, including biological, chemical, physical, and environmental risks. The specific components of a PPE can vary based on the nature of the workplace and the specific risks present.

The following guidelines outline the mandatory and optional PPE for various tasks across different working areas:

ITEMS	MANDATORY PPE	OPTIONAL PPE (USE DEPENDING SITUATION)
WAREHOUSE	Safety Helmet, Safety Shoes, Safety Jackets	<ul style="list-style-type: none"><li>• Ear Plugs (if exposed to high noise levels)</li><li>• Respirator (if working with chemicals or dust)</li><li>• Knee Pads (for kneeling or crawling tasks)</li><li>• Gloves (if handling sharp objects, heavy materials, or chemicals)</li><li>• Safety Goggles (Falling objects or flying debris)</li></ul>



LABORATORY	Apron, Safety Goggles  Safety Shoes must be worn in the wet chemistry Area	<ul style="list-style-type: none"><li>• Face Shield (to protect from hazardous chemical)</li><li>• Respirator (if working with toxic fumes or powders)</li><li>• Gloves (if handling hazardous chemicals)</li><li>• Nose Mask (if Working with powders or irritants)</li><li>• Disposal Cap (if handling hazardous chemicals or biological materials)</li></ul>
PORt	Safety Helmet, Safety Jackets, Safety Shoes	<ul style="list-style-type: none"><li>• Safety Belt (if working at height)</li><li>• Ear plugs (if exposed to high noise levels, such as near cranes or machinery)</li><li>• Respirator (if working with harmful fumes, dust, or chemicals)</li><li>• Gloves (if handling sharp objects, heavy materials, or chemicals)</li><li>• Safety Goggles (if working in chemical handling or debris-prone areas)</li></ul>
MINES	Safety Helmet, Safety Shoes, Safety Jackets, Safety Goggles	<ul style="list-style-type: none"><li>• Flame-resistant clothing (for protection against heat or fire)</li><li>• Face shield (for added face protection in some cases)</li></ul>



		<ul style="list-style-type: none"><li>• Respirator (if working with harmful fumes, dust, or chemicals dust or hazardous gases)</li><li>• Gloves (if handling tools, explosives, or other heavy items)</li></ul>
PLANT	Safety Helmet, Safety Shoes, Safety Jackets, Gloves, Safety Goggles	<ul style="list-style-type: none"><li>• Respirator (if working with chemicals, fumes, or dust)</li><li>• Flame-resistant clothing (for protection from heat or fire)</li><li>• Face shield (for added face protection in some cases)</li><li>• Ear plugs (for protection against noise in areas with loud machinery)</li><li>• Safety harness (if working at heights or near drop-offs)</li></ul>
RAKE SIDE	Safety Helmet, Safety Shoes, Gloves (Mineral work), Safety Jackets	<ul style="list-style-type: none"><li>• Safety glasses or goggles (if working in windy conditions or near flying debris)</li><li>• Ear plugs (if working in noisy environments)</li></ul>
TRUCK	Safety Helmet, Safety Shoes, Safety Jackets	<ul style="list-style-type: none"><li>• Goggles (if working with hazardous materials or dust)</li><li>• Ear plugs (if working in noisy environments)</li><li>• Safety Belt (when working at heights or near unprotected edges)</li></ul>



		<ul style="list-style-type: none"><li>• Gloves (if handling materials or tools that can cause injury)</li></ul>
VESSELS	Safety Helmet, Safety Shoes, Safety Jackets, Harness (if working at heights or near dangerous edges)	<ul style="list-style-type: none"><li>• Respirator (if working in confined spaces or exposed to hazardous fumes or chemicals)</li><li>• Safety harness (if working at heights or near dangerous edges)</li><li>• Ear plugs or earmuffs (if working in noisy environments)</li><li>• Safety goggles (to protect from splashes, chemicals, or debris)</li><li>• Flame-resistant clothing (to protect against fire and heat)</li><li>• Face shield (for additional protection in specific tasks)</li><li>• Gloves (if handling sharp objects, heavy materials, or chemicals)</li></ul>
TANKER	Safety Helmet, Safety Shoes, Goggles, Safety Harness (if working at heights or near dangerous edges)	<ul style="list-style-type: none"><li>• Ear plugs (for noisy environments)</li><li>• Respirator (for protection against toxic fumes or chemical exposure)</li><li>• Face shield (for additional protection in specific tasks)</li><li>• Flame-resistant clothing (to protect against fire and heat)</li><li>• Gloves (to protect from sharp edges or chemicals.)</li></ul>



Below is an extended list of PPE items, including their purposes and common usage:

ITEMS	PURPOSE	USAGE
Gloves 	Protect hands from contamination and exposure to hazardous substances	Commonly used in healthcare settings, laboratories, and industries handling chemicals or biological materials
Nose Masks 	Protect the respiratory system from inhaling harmful particles, droplets, or gases	Essential in healthcare settings, laboratories, and industries where airborne hazards are present
Goggles 	Safeguard eyes from splashes, sprays, or airborne particles	Used in healthcare, laboratories, and industries where eye protection is necessary
Face Shields 	Offer full-face protection, covering the eyes, nose, and mouth	Used in healthcare, laboratories, and industries where face protection is necessary
Shoe 	Prevent contamination of footwear and reduce the spread of hazardous materials	Common in healthcare settings, laboratories, and industries handling hazardous substances
Disposable caps 	Protect hair and prevent the spread of contaminants	Worn in healthcare, laboratories, and food processing industries



	Protect head from impact, falling objects, and potential head injuries	Common in construction, manufacturing, and other environments with falling hazards
	Provide additional protection to the front of the body, especially in environments with high risk of splashes	Used in healthcare, laboratories, and industries dealing with chemicals or infectious materials
	Protect ears from high noise levels that can cause hearing damage	Essential in construction sites, manufacturing plants, and other noisy environments
	Ensure individuals are easily seen in low-light or high-traffic areas, reducing the risk of accidents	Worn in construction zones, roadwork areas, and other environments with moving vehicles

The selection of appropriate PPE components depends on the specific hazards present in the environment.

Properly chosen PPE plays a vital role in preventing accidents, injuries, and long-term health effects.

It's crucial to conduct a thorough risk assessment to determine the necessary protective gear, the risk of harm can be significantly reduced.



## SAFETY INSTRUCTIONS FOR PERSONAL SAFETY

- **Avoid Distractions:**

Do not use mobile phones or earphones when inspecting, crossing roads, railway tracks, or driving any vehicle such as car or two-wheeler.

- **Wear a Helmet on Two-Wheelers:**

Always wear a helmet when riding a two-wheeler to protect your head in case of an accident.

- **Use Your Seatbelt:**

Always wear your seatbelt when driving or riding in a car. It helps keep you safe if the car stops suddenly or gets into an accident.

- **Follow Safety Rules at Work:**

Always comply with the safety instructions and protocols specific to the project site or workplace. These guidelines ensure your safety and the safety of others around you.

