

function — *of beauty*

Function of Beauty 5570 Snyderstown Rd. Paxinos, PA 17824

PERSONAL PROTECTIVE EQUIPMENT

1.0 Purpose

- 1.1 The purpose of this program is to protect people at all Function of Beauty locations from potential workplace hazards that are present, or are likely to be present, that require the use of personal protective equipment (PPE). as they cannot be mitigated with engineering or administrative controls.
- 1.2 This program addresses the intended use, assignment, types, training, and disposal of PPE.
- 1.3 Additionally, this program defines how to assess potential workplace hazards and select appropriate PPE at each Function Inc. location.

2.0 Scope

- 2.1 This program applies to all full-time, part-time, and temporary employees as well as visitors, vendors, and contractors.
- 2.2 Anyone present at a Function of Beauty location is required to abide by the guidelines provided in this program.

3.0 Definitions

- 3.1 *Administrative controls (or work practice controls)*: Written safety policies, rules, supervision, schedules, signage, and training used to minimize the exposure to hazards.
- 3.2 *Engineering controls*: Barriers or equipment, such as exhaust ventilation, safety interlocks, barriers, and containment vessels to reduce chemical and physical exposures.
- 3.3 *Personal Protective Equipment (PPE)*: Equipment or clothing worn to protect against health and safety hazards. PPE is designed to protect many parts of the body (e.g., eyes, head, face, hands, feet, and ears). PPE is a last-resort control, used when elimination, substitution and engineering and administrative controls do not reduce the hazard adequately.
- 3.4 *Substitution*: replacing a hazardous chemical or process with a less hazardous one.
- 3.5 *Safety glasses*: protective eyewear that usually enclose or protect the area surrounding the eye in order to prevent particulates, water or chemicals from striking the eyes.
- 3.6 *Safety goggles*: a form of Safety glasses that have a full wrap around protection from the sides. When worn appropriately safety goggles will have a face seal.

4.0 Program Responsibilities

- 4.1 EHS Department
 - 4.1.1 Conduct job safety assessments, PPE assessments and select proper PPE.

- 4.1.2 Provide safety committee members with the knowledge and information to assist in assessments as outlined in this program.
- 4.1.3 Maintain required documentation as outlined in this program.
- 4.1.4 Provide PPE assessments to employees upon request.
- 4.1.5 Maintain this written program and update as necessary.
- 4.1.6 Ensure that required training is available when necessary.
- 4.1.7 Assist Operations Management with the selection of PPE pursuant to this program.
- 4.2 Operations Management
 - 4.2.1 Support and ensure that all elements of this program are implemented for the protection of employees.
 - 4.2.2 Enforce the use of required PPE.
 - 4.2.3 Assist with safety assessments and ensure that employees receive required training when needed.
 - 4.2.4 Provide PPE to the employees upon initial assignment and when broken or defective.
 - 4.2.4.1 Provided PPE must comply with this program.
- 4.3 Employees
 - 4.3.1 Comply with Function of Beauty safety rules and regulations, specifically those concerning PPE.
 - 4.3.2 Properly maintain and sanitize their PPE.
 - 4.3.3 Not use any damaged or defective PPE and dispose of it properly.
 - 4.3.4 Attend required training classes.
 - 4.3.5 Contact their supervisor if they need new or additional PPE.
 - 4.3.6 Inform others in the area that activities that require PPE are being performed, in particular, specialized PPE such as, but not limited to:
 - 4.3.6.1 Respirators
 - 4.3.6.2 Face Shield
 - 4.3.6.3 Gloves
 - 4.3.6.4 Etc.
 - 4.3.7 Employees in the vicinity of activities for which PPE is required, in particular specialized PPE that requires specific training, certification, or authorization, are required to maintain a minimum of 10ft (3.04m) from the activity or don all necessary PPE as indicated by the activity.

5.0 General Program Requirements

- 5.1 All employees, visitors, vendors, contractors, and guests will comply with the Function of Beauty dress code as defined by the Human Resources Department in the employee handbook.
 - 5.1.1 As it relates to this program, the dress code provides for a minimum protection from hazards for FoB facilities.
 - 5.1.2 The standard dress code may be modified where certain attire is contraindicated based on the potential hazards of the job task(s), facility, activities, or other inherent risks to the safety of the individual or the facility.
 - 5.1.2.1 The EHS Department, in conjunction with HR and Leadership, may describe alterations to the basic dress code following a Job Safety Analysis & PPE Assessment, or other criterion where appropriate.
- 5.2 PPE Hazard Assessment
 - 5.2.1 All personnel are required to wear appropriate PPE at all times based on the work activity.
 - 5.2.1.1 See also FOB-EHS-014 Respiratory Protection Program
 - 5.2.2 Each site will conduct workplace hazard assessments and select required PPE to protect against hazards that are present, or likely to be present.
 - 5.2.2.1 A checklist/audit form will be completed in order to validate the full assessment.
 - 5.2.2.1.1 This checklist serves as a written certification that PPE assessments have been completed for each process, job task, or job classification identified in each department.
 - 5.2.3 All completed PPE assessments must be communicated to the affected employees.
 - 5.2.4 Completed hazard assessments will be maintained by the EHS department.
- 5.3 PPE Hazard Assessment Review
 - 5.3.1 Hazard Assessments must be reviewed annually to ensure they are current with active work practices.
 - 5.3.2 PPE assessments must be reviewed periodically, a maximum of every 3-years to ensure they are accurate.
 - 5.3.3 PPE assessments may also be reviewed annually due to for-cause reasons, including:
 - 5.3.3.1 The job, a procedure, or a process has changed

- 5.3.3.2 An accident (e.g., injury), near miss, or hazard has taken place or been observed relating to the specific job and JSA
- 5.3.3.3 Specific legislation calls for additional PPE and safety measures for a task or job
- 5.4 Employee Owned PPE
 - 5.4.1 Employees are not required to provide their general PPE; however, specialized PPE, such as prescription safety glasses, protective footwear, molded earplugs, etc. may be permitted pending initial evaluation and approval by site EHS.
 - 5.4.2 Employee owned PPE must provide equal or greater protection and quality as the PPE selected by Function of Beauty. Employee-owned PPE must also not create an additional job hazard.
 - 5.4.3 The EHS department must approve employee owned PPE for use based on the outline provided in this program and for the hazards that may be present with tasks or duties for which it is used.
- 5.5 Disposal of Defective and Damaged Equipment
 - 5.5.1 Defective or damaged PPE must not be used.
 - 5.5.2 Employees are responsible for inspecting all PPE before its use to ensure that the equipment is in good working condition.
 - 5.5.3 Defective or damaged PPE must be marked/tagged defective or damaged (if applicable) and disposed of in accordance with applicable regulation.
- 5.6 PPE Distribution and Replacement
 - 5.6.1 Based on completed hazard assessments, the EHS Department will select, and Function of Beauty will provide, appropriate PPE based on recognized and anticipated hazards where needed.
 - 5.6.1.1 OSHA mandated PPE will be provided at no charge to employees.
 - 5.6.1.1.1 PPE that is excluded from the employer payment requirements include such items as, but not limited to: non specialty safety shoes, everyday and ordinary clothing, clothing used to identify a person as an employee, and items not worn for protection from a workplace hazard.

6.0 Selection and Certification of Personal Protective Equipment

- 6.1 All PPE must conform to the appropriate American National Standard Institute (ANSI) and/or Canadian Standards Association (CSA) (or other applicable agency) standards as defined by the EHS Department.
- 6.2 High Visibility Clothing / Vests throughout Function of Beauty have been coded by base color to help identify personnel based primarily on requirements related to this program and other safety programs in order to maintain a safe workplace for all entering FoB facilities.
 - 6.2.1 Where high visibility vest have already been prescribed for use in this document the following color code will be used:



- 6.2.1.1 Yellow = General Use
- 6.2.1.2 White = Leadership / Management / VIPs
- 6.2.1.3 Red = Special Operations (Batching, Pre-Weigh, Quality, and others that require respiratory protection / general use special PPE)
- 6.2.1.4 Orange = Warehouse / Receiving, Inventory Control
- 6.2.1.5 Blue = Maintenance, Facilities Maintenance, Environmental Services, Etc.
- 6.2.1.6 Black = Information Technologies, IT Development, Engineering
- 6.2.1.7 Green = Visitors, Non-Contractor Vendors, Contractors

6.2.1.7.1 Contractors / Vendors May Utilize their Company's Vest Color Subject to the Approval of Leadership and / or EHS

- 6.3 Non-Plant Personnel
 - 6.3.1 Office personnel, visitors, vendors, and contractors must comply with FoB PPE requirements.
 - 6.3.1.1 At a minimum, all visitors to FoB locations must wear a high-visibility vest and safety eyewear. PPE is provided to all visitors.
 - 6.3.1.2 More substantial PPE may be required for visitors, vendors, and contractors based on the scope of work.
 - 6.3.2 Shoes that cover the entire foot must be worn. Footwear with a heel greater than 1" (2.5 cm) cannot be permitted in production zones at any FoB facility.
 - 6.3.2.1 FoB facilities that have a segregated office zone or that are designated as locations for

office and administrative functions may be exempt from this provision.

7.0 Minimum PPE Requirements for FOB Employees

7.1 Safety eyewear consistent with this program are required at all times throughout production, laboratory, warehousing, fabrication, and other zones at all facilities regardless of an employee's position or job duties.

7.2 High visibility clothing that is brightly colored and / or reflective is required at all times in warehousing, loading / unloading, and other zones at all facilities regardless of an employee's position or job duties.

8.0 Requirements for PPE

8.1 Eye and Face Protection

8.1.1 The EHS department must ensure that each affected employee uses appropriate eye or face protection when exposed to eye or face hazards from flying objects, hot metal, liquid chemicals, acids or caustic liquids, chemical gasses or vapors, or potentially injurious light radiation.

8.1.2 Safety Glasses - Protective glasses that are **ANSI Z87.1** approved are required at all times when handling open chemical ingredients or reagents.

8.1.3 Additionally, safety eyewear requirements are mandated as required in certain FoB areas or zones or sites.

8.1.3.1 Site specific guidelines for eyewear are as follows:

8.1.3.1.1 FoB 10

8.1.3.1.1.1 All Maintenance & EVS Staff and any staff working where corrosive chemicals are in use.

8.1.3.1.1.2 In all areas of the Production Floor and Warehouse designate as potentially hazardous areas demarcated by yellow and black striped floor markings. This will include, but is not limited to: all production zones, the Micro Lab, Maintenance areas, and the entire warehouse.

8.1.3.1.1.3 Exceptions to these zones

- will be inside fixed and walled offices that provide an adequate physical barrier to potential splash and impact hazards as defined and approved by EHS.
- 8.1.3.1.2 FoB 8
 - 8.1.3.1.2.1 All employees while in production and warehouse areas including the fill line, kettles, pre-weigh and hair goals.
 - 8.1.3.1.2.2 Exceptions to these zones will be inside fixed and walled offices that provide an adequate physical barrier to potential splash and impact hazards as defined and approved by EHS.
 - 8.1.3.2 Site safety glasses requirements also include the following:
 - 8.1.3.3 Side Protectors - safety glasses must have integrated side protection or the ability to accept side shields as approved by the EHS department.
 - 8.1.3.4 Prescription Lenses - each employee who wears prescription lenses is encouraged to wear protection that incorporates their prescription.
 - 8.1.3.5 Tinted safety glasses, e.g., prescription and non-prescription, are not permitted, unless a documented medical condition exists or there are special circumstances for which the EHS department may make exceptions.
 - 8.1.3.6 Contact Lenses are not a form of eye protection nor considered personal protective equipment and should be avoided; however, will be allowed with these limitations:
 - 8.1.3.6.1 With the use of appropriate safety glasses or safety goggles.

- 8.1.3.6.2 If non-vented safety goggles are used where chemical vapors are present.
- 8.1.3.6.3 If non-vented safety goggles are used in the presence of particulates or dusty atmospheres.
- 8.1.3.7 Signage and Posting Requirements
 - 8.1.3.7.1 Signs and / or other markings will be installed where eyewear is required.
 - 8.1.3.7.2 Appropriate eye protection is required at any / all locations where activity or processes may pose a risk to employees whether or not signage or other delineators are in place to serve as a notice.
- 8.1.3.8 Prescription Eyewear
 - 8.1.3.8.1 If safety glasses are required for an employee's work area or tasks associated with their position and they have prescription glasses, prescription safety eyewear may be provided through Function of Beauty.
 - 8.1.3.8.1.1 Each Function of Beauty site has a partnered vendor through which prescription glasses can be obtained.
 - 8.1.3.8.1.2 Prescription glasses must be approved by EHS before being selected from a partnered vendor of Function, if the vendor does not have a list of approved frames.
 - 8.1.3.8.2 Prescription glasses may only be provided if approved by either EHS or HR.
 - 8.1.3.8.2.1 Prescription glasses can only be provided upon completion of FOB-SAF-FORM-20 (PA) or FOB-SAF-FORM-23 (MI).

8.1.3.8.2.2 All completed forms must be maintained by EHS and stored upon receipt.

8.1.3.8.3 Additionally, Function of Beauty will only cover the cost of a pair of prescription safety glasses; routine eye exams to determine prescription will not be covered or reimbursed.

8.1.3.8.3.1 If an employee is planning on receiving a prescription, they must arrive at the vendor with their prescription completed and available.

8.1.3.8.3.1.1 Prescriptions must be dated within 1 calendar year or as determined by approved eyecare center(s).

8.1.3.8.3.1.2 If an employee needs a new prescription, eye examinations are not required to be performed at an assigned vendor as selected by Function of Beauty.

8.1.3.8.3.1.3 Employees can cover the cost of an eye exam using their personal insurance or any other method left to their individual choosing.

- 8.1.3.8.4 Prescription lenses purchased outside of the provisions in this program must be approved by EHS before they are permitted to be used or worn on Function sites.
- 8.1.3.8.5 All prescription lenses must come with integrated side protection that also meet all applicable regulation and safety requirements, and must be designed to protect against hazards in the workplace (e.g., if there is a splash risk, they must provide basic protection)
- 8.1.3.9 Shaded Eye Protection
 - 8.1.3.9.1 Protective eye and face protection must be used for all **welding/brazing** operations. Lens and/or filters selected must be identified in the hazard assessment.
 - 8.1.3.9.1.1 The table in section 10 of this program contains a chart displaying the recommended minimum shade requirements for protection against radiant energy.
 - 8.1.3.9.2 Shaded eye protection may also be approved for additional activities for which there is a recognized hazard that shaded lenses are required; such as, a UV exposure, outdoor work, etc.
 - 8.1.3.9.2.1 The EHS department, in conjunction with management, will approve the selection and usage on a case by case basis.
- 8.2 Head Protection
 - 8.2.1 Hardhats are required when working in areas where a potential for a head injury from falling or contact with overhead objects exists.
 - 8.2.1.1 This includes, but is not limited to:
 - 8.2.1.1.1 Operation of a scissor lift.

- 8.2.1.1.2 Working under a raised load.
- 8.2.1.1.3 Working under overhead work of any kind or duration.
- 8.2.1.1.4 Other conditions as necessary and directed by the EHS department.
- 8.2.1.2 Each employee exposed to electrical conductors that could potentially contact the head must wear head protection also designed to reduce electrical shock hazards, e.g., Type II, Class G, or E protective helmets.
 - 8.2.1.2.1 **Type II** - intended for impact resulting from a blow which may be received off center or to the top of the head.
 - 8.2.1.2.2 **Class G** –General - intended to reduce the danger of contact to low-voltage conductors which are proof tested to 2,200 volts phase to ground.
 - 8.2.1.2.3 **Class E** – Electrical - intended to reduce the danger of contact to high-voltage conductors which are proof tested to 20,000 volts phase to ground.
- 8.3 Foot Protection
 - 8.3.1 Slip resistant footwear is required in all production environments, and must be closed-toed.
 - 8.3.2 All other protective footwear shall, at a minimum, meet the performance and specification requirements of American Society for Testing and Materials (ASTM) F2413-05.
 - 8.3.3 All safety-toed shoes unless, otherwise stated, must be electrical hazard rated (EH) and chemical resistant. *If* approved by ASTM/CSA; composite toe boxes are acceptable.
 - 8.3.4 Toe caps or metatarsal caps may be permitted for temporary use, upon the expressed approval of the EHS department.
 - 8.3.5 Slip resistant, safety toed shoes are required for the following positions at all times:
 - 8.3.5.1 Warehouse positions, all designations
 - 8.3.5.2 Materials Handlers, all designation
 - 8.3.5.3 Inventory Control, all designations

- 8.3.5.4 Production Maintenance, all designations
- 8.3.5.5 Building Maintenance, all designations
- 8.3.5.6 Fabrication, all designations
- 8.3.5.7 Batching, all designations
- 8.3.5.8 Quality, all designations
- 8.3.5.9 Licenced PIT Operators, if otherwise not listed above
- 8.3.6 Slip resistant, safety toed shoes are also required for all employees as deemed appropriate by the responsible manager for all employees and / or EHS & Leadership. These conditions can include, but are not limited to:
 - 8.3.6.1 Construction or renovation work
 - 8.3.6.2 Working with dense materials, in particular, solids
 - 8.3.6.3 During the installation of equipment that may not yet be secured
 - 8.3.6.4 Any activities that are deemed to have a potential and foreseeable risk to foot injuries under any conditions up to and including unintentional results from accidents or other miss handling of materials.
- 8.3.7 For positions notes in section 5.12.5 of this program, reimbursement for the purchase of safety shoes meeting the requirements of this section will be provided via payroll with the following requirements:
 - 8.3.7.1 A receipt for full payment of the shoes dated within 30 days of the submission of a completed reimbursement Safety Footwear Reimbursement Form to EHS or HR and signed by all appropriate personnel..
 - 8.3.7.2 Documentation that the shoes meet or exceed the standards set in this program.
 - 8.3.7.3 The annual stipend may be claimed once per calendar year but not before three months prior to the previous collection of the stipend.
 - 8.3.7.3.1 Exceptions can be made as deemed necessary by the EHS Department, advised by the employee's manager.
- 8.4 Hand Protection
 - 8.4.1 EHS must ensure that each affected employee wears appropriate hand protection when exposed to hazards such as those from skin absorption of harmful substances, severe cuts or lacerations, severe abrasions,

- punctures, chemical burns, thermal burns, and harmful temperature extremes.
 - 8.4.2 The type of hand protection selected is dependent on the hazard(s) present as identified in the workplace hazard assessment.
 - 8.5 Body Protection
 - 8.5.1 Employees must wear the appropriate body protection when exposed to hazards such as those from molten metal, liquid chemicals, acids or caustic liquids, materials that may contaminate clothing, or injurious light radiation.
 - 8.5.2 The type of body protection used will be dependent on the hazard(s) present as identified in the workplace job hazard assessment.
 - 8.6 Electrical Protective Devices
 - 8.6.1 Such devices are required to be worn when employees are working on or near exposed energized conductors or circuit parts.
 - 8.6.2 The type of protection required will depend on the associated job task hazards.
 - 8.6.3 All electrical protective devices must conform to the requirements established in the ANSI/CSA Standards.
 - 8.6.4 Electrical gloves shall meet, at a minimum, the electrical and physical requirements contained in ANSI D120-1984.
 - 8.6.5 Electrical protective devices include:
 - 8.6.5.1 Rubber insulating gloves
 - 8.6.5.2 Rubber matting for use around electrical apparatus
 - 8.6.5.3 Rubber insulating blankets
 - 8.6.5.4 Rubber insulating hoods
 - 8.6.5.5 Rubber insulating line hose
 - 8.6.5.6 Rubber insulating sleeves
 - 8.6.5.7 Volt rated tools
 - 8.6.5.8 Fire-resistant (FR) clothing
 - 8.6.6 Markings on rubber insulated gloves must be confined to the cuff portion of the glove. Markings must be non conductive and must be applied in such a manner as not to impair the insulating qualities of the equipment.
 - 8.6.7 Fire-resistant clothing for electrical arc flash shall meet NFPA 70E requirements with a minimum arc thermal protective value (ATPV) of 8 cal/cm².
 - 8.6.8 Maintenance & Inspection of Electrical Protective Devices

- 8.6.9 Electrical protective equipment must be maintained in a safe and reliable condition and cleaned as needed to remove foreign substances.
- 8.6.10 Insulating blankets, covers, line hoses, gloves, and sleeves made of rubber must be inspected for damage before each day's use and immediately following any incident that can reasonably be suspected of having caused damage.
- 8.6.11 Insulating gloves must be given the air test along with the inspection (unless gloves are of the type that has a different color lining that shows cuts, tears, and other defects). Insulating equipment with any of the following defects must not be used:
 - 8.6.11.1 A hole, tears, puncture or cut
 - 8.6.11.2 An embedded foreign object
 - 8.6.11.3 Any texture changes such as swelling, softening, hardening, or becoming sticky or inelastic
- 8.7 Respiratory Protection
 - 8.7.1 Respiratory protection is addressed in Function of Beauty's Respiratory Protection Program.
 - 8.7.2 All employees must follow respiratory protection PPE requirements.
- 9.0 PPE Selection**
 - 9.1 Following the completion of a JSA and PPE Assessment, the guidelines for the selection of PPE is as follows:
 - 9.1.1 Become familiar with the types of protective equipment available
 - 9.1.1.1 This applies both to PPE already available at FoB and to PPE available for addition.
 - 9.1.2 Compare the hazards of the JSA & PPE assessment with the capabilities of the available protective equipment
 - 9.1.3 Select the protective equipment that ensures a level of protection at or greater than the minimum required to protect employees from the hazards
 - 9.1.4 Fit the user with the protective device and provide instructions on the care and use of the PPE.
 - 9.1.4.1 End-users must be made aware of all warning labels and limitations of their PPE.
 - 9.2 Device Fit Requirements
 - 9.2.1 Careful consideration needs to focus on comfort and fit.
 - 9.2.2 Protective devices are generally available in a variety of sizes.

- 9.2.3 PPE that fits poorly may not afford the necessary protection and care must be taken to make sure that the right size is available and selected for affected personnel.
 - 9.2.3.1 Equipment with adjustable features can offer additional comfort as well as accommodate a larger number of employees.
- 9.2.4 The manufacturer's recommended guidelines should be followed carefully for the care, use, fit, and storage of all PPE.
- 9.3 Selection of Eye and Face Protection
 - 9.3.1 Employees who are exposed to any one of the following eye/face hazards must wear adequate protection:
 - 9.3.1.1 Flying particles
 - 9.3.1.2 Hot metal
 - 9.3.1.3 Liquid chemicals
 - 9.3.1.4 Acids or caustic liquids
 - 9.3.1.5 Chemicals gasses or vapors
 - 9.3.1.6 Potentially injurious light radiation
 - 9.3.2 Face-shields are considered secondary protection and should only be worn only over primary eye protection.
 - 9.3.3 Persons whose vision requires the use of prescription lenses are encouraged to wear a protective device fitted with their prescription as described in this Program.
 - 9.3.3.1 Protective glasses designed to fit over prescription or other glasses can be utilized in accordance with this program.
 - 9.3.3.2 The underlying glasses must not be tinted or shaded and transition type lenses must be clear while working inside at any FoB facility.
 - 9.3.4 **Contact lenses are not protective eyewear.**
 - 9.3.4.1 Contact users must also wear appropriate eye and face protection as prescribed in the program.
 - 9.3.4.2 It should be noted that dusty and chemical environments may represent additional hazards to contact lens wearers and may not be permitted when contraindicated by hazards.
- 9.4 Selection of Head Protection
 - 9.4.1 When selecting head protection, electric shock and burn hazards must be guarded against as well as dangers from falling objects.
 - 9.4.2 Protective helmets designed to reduce electrical shock hazards must be worn by each affected employee when

- electrical conductors or other electrical hazards could contact the head.
- 9.4.3 If the JSA and PPE assessment shows the need for head protection, the following classes of helmets must be used for selecting the correct protective device:
 - 9.4.3.1 Class G helmets – in addition to impact and penetration resistance, provide electrical protection from low-voltage conductors e.g., proof tested to 2,200 volts
 - 9.4.3.2 Class E helmets – in addition to impact and penetration resistance, provide electrical protection from high-voltage conductors, e.g., proof tested to 20,000 volts
 - 9.4.3.3 Class C helmets – provide impact and penetration resistance, but they are usually made of aluminum, which conducts electricity. They should not be used around electrical hazards.
 - 9.4.3.4 Type I- standard helmets
 - 9.4.3.5 Type II- a helmet with lateral protection
 - 9.5 Selection of Foot Protection
 - 9.5.1 Protective footwear must provide both impact and compression protection.
 - 9.5.2 Protective footwear must also provide basic puncture protection, but additional protection may be required based on recognized hazards.
 - 9.5.3 Safety shoes designed to protect against electrical hazards are required when employees are working in, on, or around electrically energized parts or equipment.
 - 9.5.4 In addition, chemical resistant materials are required to repel chemical materials that might otherwise damage the footwear where necessary.
 - 9.6 Selection of Hand Protection
 - 9.6.1 Hand protection must provide defense against the following where indicated:
 - 9.6.1.1 Skin absorption
 - 9.6.1.2 Cuts or lacerations
 - 9.6.1.3 Severe abrasions
 - 9.6.1.4 Material splinters (wood, plastic, metal, cardboard, etc.)
 - 9.6.1.5 Punctures
 - 9.6.1.6 Chemical burns
 - 9.6.1.7 Thermal burns

- 9.6.1.8 Electrical shock
- 9.6.1.9 Harmful temperature extremes
- 9.6.1.10 Other recognized hazards not specified
- 9.6.2 Selection of appropriate hand protection is based upon an evaluation of:
 - 9.6.2.1 The performance of the hand protection relative to the tasks to be performed
 - 9.6.2.2 Assessment of the applicable Safety Data Sheets (SDS)
 - 9.6.2.3 The conditions present
 - 9.6.2.4 The duration of use
 - 9.6.2.5 The actual and potential hazards identified
- 9.6.3 Other selection factors may include:
 - 9.6.3.1 Degree of dexterity required by the task and offered by the glove
 - 9.6.3.2 Physical stresses that will be applied and the need to offset such stressors
 - 9.6.3.3 Toxic properties of any chemical material and the break-through and permeation times of the selected glove material
 - 9.6.3.4 Electrical rating required for task performed and the need to wear a protective glove over insulating gloves
 - 9.6.3.5 An employee's ability to remove a contaminated glove without causing skin contamination
 - 9.6.3.6 Other factors not otherwise specified based on the task or tasks performed

10.0 Eye and Face Protection Selection Chart

Potential Source	Assessment of Hazard	Protection
IMPACT — Chipping, grinding, machining, masonry work, woodworking, sawing, drilling, chiseling, powered fastening, riveting, and sanding.	Flying fragments, objects, large chips, particles, sand, dirt, etc.	Safety glasses with side shields, goggles, face shields. For severe exposure, use a face shield.
HEAT — Furnace operations, pouring, casting, hot dipping, brazing/soldering, and welding.	Hot sparks and metal, high-temperature exposure	Screen face shields, reflective face shields.
CHEMICALS — Acid and chemical handling, degreasing, plating, pouring, splashing.	Splash risk, Nuisance dust	Safety glasses with side shields, goggles, face shields. For severe exposure, use a face shield.
DUST — Woodworking, buffing, general dusty conditions.	Nuisance Dust	Aromatic and chlorinated solvents, aldehydes
WELDING: Electric Arc	Optical Radiation	Welding helmets or welding shields. Typical shades: 10–14.
WELDING: Gas	Optical Radiation	Welding goggles or welding face shields. Typical shades: gas welding 4–8, cutting 3–6, brazing 3–4.
LIGHT-RADIATION: Cutting, Torch brazing, Torch soldering	Optical Radiation	Spectacles or welding face–shield. Typical shades 1.5–3.

11.0 Chemical Protective Material General Compatibility Guide

Material	Recommended for Use Against	Not Recommended
Natural Rubber	Alcohols, caustics, ketones, many acids	Aromatics, hydrocarbons, many solvents - especially chlorinated or aromatic solvents
Nitrile	Many acids, alcohols, caustics, hydrocarbons	Ketones, chlorinated hydrocarbons, strong acids
Neoprene	Organic acids, caustics, alcohols, petroleum solvents, ketones	Aromatic and chlorinated solvents
PVC	Alcohols, caustics, hydrocarbons	Aromatic and chlorinated solvents, aldehydes
Butyl Rubber	Acids, Ketones, esters, bases, alcohols, aldehydes	Hydrocarbons, halogenated or aromatic hydrocarbons
Viton	Chlorinated solvents, aromatics	Ketones, ethers, amines, aldehydes
PVA	most solvents, including aromatic, chlorinated and petroleum solvents	Inorganic acids, alcohols, caustics CAUTION: Dissolves upon contact with water

12.0 Discipline

- 12.1 All employees must abide by this policy.
- 12.2 In the event an employee is in violation of this policy they may be disciplined according to the progressive disciplinary plan.

13.0 References

- 13.1 FOB-EHS-14 - Respiratory Protection
- 13.2 FOB-EHS-007 - Hazard Communication
- 13.3 FOB-EHS-001 - Bloodborne Pathogens & Exposure Control
- 13.4 Prescription Eyewear Form PA
- 13.5 Prescription Eyewear Form MI
- 13.6 Prescription Eyewear Inquiries for All Other FoB Locations

14.0 Document Review and Approval

- 14.1 **Date Devised:** 09-19
- 14.2 **Reviewed Date:** 07-23
- 14.3 **Date Approved:** 07-23
- 14.4 **Approved By:** Ed Noter, Director, EHS