

PPE Requirements Policy statement

1. GENERAL STATEMENT

The Health & Safety of all our staff, employees, customers, contractors and visitors is of paramount importance to Gulliver's Truck Hire Ltd.

Senior Management have reviewed the Health, Safety and Environmental Legislation when considering their responsibilities and setting the Company's Health and Safety Policy objectives.

2. ABOUT THIS POLICY

This policy document explains the requirements for use of Personal Protective Equipment (PPE) by all employees, contractors and visitors whilst working within the company's premises.

3. PROCEDURE

3.1 Definition: What is PPE?

PPE means all equipment that is required to be worn or held by a person at work, which protects them against one or more risks to their health and safety.

3.2 PPE to be worn both within Gulliver's truck Hire Ltd premises includes;

Footwear - All employees, contractors and visitors working within the workshop environment shall wear suitable protective footwear whilst undertaking their duties. Visitors may be excluded from wearing safety footwear provided that they remain within the office areas.

Gloves / Hand Protection - All employees are to wear suitable protective gloves whilst undertaking manual handling activities and whilst handling harmful substances where there is a risk of injury to the hands.

Eye Protection - Employees are required to wear suitable eye protection on all GTH sites. Specific types of protection are required for specific risk, for example: Hot works or welding. Colleagues must refer to the appropriate risk assessment for guidance.

Face Masks / Respirators - Where there is a risk from hazardous substances or dust, suitable face masks and respiratory equipment must be used.

Hearing Protection - All employees are required to wear suitable ear plugs / defenders whilst undertaking activities where excessive noise is generated.

Hard Hats and reflective outer clothing - Where personnel are required to work in areas where risk assessment has deemed it necessary to wear hi-visibility clothing and hard hats then these must be worn.

Waterproof clothing - to be worn during inclement weather whilst working outdoors and will be provided by the company or whilst vehicle washing is carried out.

4. INFORMATION, INSTRUCTION AND TRAINING

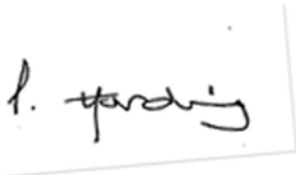
All personnel should be provided with information, instruction and training to enable the user to know:

The risk(s) that the PPE will avoid or limit;

The purpose for which the equipment is to be used and the maintenance requirements to ensure it is in good working order.

5. RESPONSIBILITY

It is the company's responsibility to ensure that PPE is provided, maintained and regularly inspected. This includes cleaning and replacement of the equipment as necessary. Employees must keep their PPE clean and in good working order and should report any defects to their line manager.

A handwritten signature in black ink, appearing to read 'P. Harding', is enclosed within a thin black rectangular border.

**Mr Philippe Harding
Managing Director**

Gulliver's Truck Hire Ltd.

15/12/2017