

## PERSONAL PROTECTIVE EQUIPMENT POLICY

Hardings Hotmix recognises that the use of Personal Protective Equipment (PPE) plays a small but important role in keeping workers safe from hazards inherent to the activities undertaken by the company. PPE is to be used in conjunction with other control measures to minimise harm to employees. Its purpose is to act as a support to controls ranked higher in the *Work Health & Safety Regulations 2012 – Part 3.1 Section 36. Hierarchy of control measures*. It is the expectation that all workers including service providers working on sites managed by Hardings Hotmix will follow the PPE requirements identified in this Policy.

Hardings Hotmix will ensure:

- All employees are provided with PPE appropriate to tasks they are expected to do.
- PPE provided will comply with the relevant Australian Standard or equivalent standard.
- Regularly used PPE will be readily available from the office to replace any worn or damaged PPE.
- Task specific PPE that is not regularly used will be provided upon request; works will not start until worker is provided with the requested PPE.
- Workers are provided with adequate and appropriate information, training and instruction on proper use and wearing of PPE.
- Service providers working on worksites managed by Hardings Hotmix are advised of;
  - PPE requirements for worksite and task,
  - expectations that they (the service provider) will provide their workers with appropriate PPE to undertake tasks and the PPE provided will comply with relevant Australian Standards or equivalent.

Workers will ensure:

- PPE provided by the company is worn and used in accordance with directions for use, maintained appropriately and damaged PPE is returned to the office for replacement.
- They wear appropriate PPE as identified by site signage, signage on plant and equipment, as documented in Safe Operating Procedures and/or as per client's requirements.
- PPE is never intentionally misused or damaged.

Key Personal Protective Equipment requirements on Hardings Hotmix worksites:

- Steel capped safety boots that provide good ankle support and protection from slipping must be worn at all times.
- High visibility safety vests or shirts must be worn at all times.
- Hard hats must be worn where workers are within reach of the excavator boom or at risk of objects falling and striking workers.
- Ear protection must be worn where the requirement is identified by signage on plant and equipment and/or in a Safe Operating Procedure.
- Eye protection must be worn where identified by signage and/or in a Safe Operating Procedure.



Nic Broomhall  
Chief Executive Officer

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Approved: 20 July 2021		Review Due: July 2023	