



Committee Approver	Operations Committee
Stakeholder Consultation	
Date Approved	23 February 2023
Classification	Policy (sitting as an appendix to H&S Policy)
Title	Personal Protective Equipment (PPE) - excluding Care Homes - Policy
Revision Date	October 2022
Revised by	Head of Assets Director of Business Support Health & Safety Advisor
Next Revision Date	October 2025
Related Documents	H&S Policy
Location of Electronic Copy	F:/LIVE POLICIES

1. Policy Statement

Viewpoint places a high importance on ensuring a safe and healthy working environment for all employees and recognises the need to protect our employees from risk.

Viewpoint are committed to providing quality personal protective equipment (PPE) to employees, free of charge, where a risk assessment shows it is required.

It is recognised Viewpoint will have different arrangements in place dependent upon the area of business and the premises under consideration. We understand there will be necessary differences in approach relevant to our role as a landlord, employer or provider of care.

PPE requirements within our Care Homes are outlined in separate Care Home Policies.

A robust PPE policy will demonstrate our commitment to ensure, as far as reasonably practicable, the safety of Viewpoint's staff and customers.

2. Purpose

The purpose of this policy is to ensure that appropriate PPE is available and is correctly stored and maintained and that employees are adequately trained in the correct use of PPE where required.

It is recognised that PPE should be used as a last resort wherever there are risks to Health and Safety that cannot be avoided or adequately controlled in other ways.

Definition:

Personal Protective Equipment (PPE) is equipment that will protect the user against health or safety risks at work. It can include items such as safety helmets and hard hats, gloves, eye protection, high-visibility clothing, safety footwear and safety harnesses.

Hearing protection and respiratory protective equipment provided for most work situations are not covered by the Person Protective Equipment (PPE) at Work Regulation because there are other more specific regulations that apply to them. However, these items need to be compatible with any other PPE provided.

Cycle helmets or crash helmets worn by employees on the roads are not covered by the Regulations. Motorcycle helmets are legally required under road traffic legislation.

The Employment Act 1989 gives an exemption for turban-wearing Sikhs working on construction sites from the need to wear head protection.

The policy will ensure:

- All tasks which require PPE are identified through the risk assessment process.
- It is possible that a work task will be required which has not previously undergone a risk assessment. The relevant team and/or Health and Safety Advisor will determine suitable precautions to be taken and PPE to be worn.
- All PPE will be fit for purpose, properly cleaned, serviced and maintained, correctly stored and compatible with other PPE required to be worn.
- Good quality PPE should be chosen which is CE marked in accordance with the PPE Regulations. Seek advice from suppliers.
- To ensure that PPE is hygienic and otherwise free of risk to health, all such equipment will only be used by the individual to whom it is issued.
- Personnel requiring to use PPE will be trained in its correct use (which will include demonstrations where deemed necessary) and in the appropriate procedures for reporting defects, inspecting PPE before use, etc.
- A register of all PPE, together with details of servicing, issue to personnel, repairs etc. will be kept on file.
- Where respiratory protective equipment (RPE) is required (e.g. dust masks or respirators), a satisfactory face-fit test will be carried out by a competent person before the RPE is used. Repeat fit tests will be carried out where a different model of RPE is to be used, where a new face piece is required or where the facial characteristics change significantly.

The Personal Protective Equipment at Work (Amendment) Regulations 2022

- The Personal Protective Equipment at Work (Amendment) Regulations 2022 Regs were introduced on 6th April 2022. This extended an employer's existing requirements to provide employees with sufficient information, instruction and training on the use of PPE to limb (b) workers. As such, Viewpoint's PPE procedures will apply to limb (b) workers as they do to other employees.

- A limb (b) worker is generally defined as a worker who has a casual employment relationship and works under a contract for service.
- Any risk assessment carried out in order to decide whether PPE is required for workers to carry out their work activities must include limb (b) workers.
- If a limb (b) worker requires PPE, the employer must carry out a PPE suitability assessment and provide the PPE free of charge as they do for employees.
- Employers are responsible for the maintenance, storage and replacement of any PPE they provide to limb (b) workers.
- Limb (b) workers have a duty to use any provided PPE properly following their training and instruction, and report any lost or defective PPE to their employer.

3. Legislation/related policies

Health & Safety at Work etc. Act 1974

Management of Health & Safety at Work Regulations 1999, as amended

Personal Protective Equipment at Work Regulations 1992

Personal Protective Equipment Regulations 2002 - although now revoked, the 2002 Regulations continue to apply, as if they had not been revoked, to PPE placed on the market before 21st April 2019.

The Personal Protective Equipment (Enforcement) Regulations 2018

Health & Safety (Miscellaneous Amendments) Regulations 2002

The Personal Protective Equipment at Work (Amendment) Regulations 2022

L25 Personal Protective Equipment at Work – The Personal Protective Equipment at Work Regulations 1992 (as amended) – Guidance on Regulations (fourth Edition) Health and Safety Executive (HSE) ISBN 9780717667468
<https://www.hse.gov.uk/pubns/books/l25.htm>

4. Scope

This Policy applies to any person who carries out work on behalf of Viewpoint. It includes temporary employees, persons gaining work experience, agency workers, bank workers, as well as those in direct employment.

For use of PPE in care homes, please refer to the relevant Care Home Policy.

5. Roles and Responsibilities

Board

The role of Viewpoint's Board is to ensure that this policy, as well as any associated policies, are regularly reviewed, as required, or in accordance with the usual cycle of policy review.

The Board will, in fulfilling its function, ensure that it complies as necessary with this policy, and the associated policies, procedures and documentation which support it.

Executive and Leadership Teams

The role of the Executive and Leadership Teams is responsibility for ensuring that this policy, and the associated policies, procedures and documentation which support it, are implemented within Viewpoint.

The Executive and Leadership Teams shall ensure that procedures are in place and operating. The Executive and Leadership Teams shall also ensure that relevant managers and team members familiarise themselves with this policy, and the associated policies, procedures and documentation which support it, and ensure it is fully implemented. Any associated training must be undertaken.

Staff

All staff are responsible for ensuring that they familiarise themselves with this policy, and the associated policies, procedures and documentation which support it, as well as undertaking any associated training.

6. Monitoring & Evaluation

To ensure this policy remains current and effective it will be reviewed every 3 years or where a need is identified by monitoring methods, for example through audits, inspections or incident reports.