

6. Personal Protective Equipment

Overview

This section discusses the following topics:

- General Requirements of Personal Protective Equipment Program
- Employee-Owned Equipment
- Defective and Damaged Equipment
- Cleaning and Maintenance of Equipment
- Personal Protective Equipment Training Overview
- Types of Personal Protective Equipment
- Protection Device Selection Guidelines

FairPoint Communications, Inc. considers the proper use of Personal Protective Equipment (PPE) to be an integral part of a comprehensive safety & health program. Personal protective equipment is available for a variety of uses, including eye and face protection, foot protection, hearing protection, respiratory protection, head protection, and hand protection.

The basic element of any management program for personal protective equipment is an in-depth evaluation of the equipment needed to protect against the potential hazards at the workplace. Management uses that evaluation to set a standard operating procedure for employees, train employees on the protective limitations of personal protective equipment, and train employees on its proper use and maintenance. These evaluations are reviewed periodically for applicability or reviewed when a new job task/position is created or change in tasks occurs. Refer to the Hazard Assessment Survey and Personal Protective Equipment Hazard Assessment in the Forms Appendix.

References

OSHA Standard 29 CFR 1910.132(a) and (b)
OSHA Standard 29 CFR 1910.133
OSHA Standard 29 CFR 1910.134
OSHA Standard 29 CFR 1910.135
OSHA Standard 29 CFR 1910.136
OSHA Standard 29 CFR 1910.137
OSHA Standard 29 CFR 1910.138
OSHA Standard 29 CFR 1910.268

General Requirements of Personal Protective Equipment Program

Potential hazards may be processes, environments, chemicals, radiological or mechanical irritants that may cause injury or impairment through absorption, inhalation, or physical contact. Regardless of the hazard, protective equipment is provided, used, and maintained in a sanitary and reliable condition.

Employee-Owned Equipment

If employees provide their own protective equipment, the employee must advise the supervisor(s) to allow the supervisor to approve the adequacy of the personal protective equipment, including proper training, maintenance, and sanitation of the equipment.

Defective and Damaged Equipment

Defective, dirty or damaged personal protective equipment is not used. Dispose of such equipment and do not allow it to be taken home by employees.

Cleaning and Maintenance of Equipment

It is important that all equipment is kept clean and properly maintained. Cleaning is especially important for eye and face protection where dirty or fogged lenses could impair vision.

For the purpose of compliance with OSHA requirements **29 CFR 1910.132(a) and (b)**, PPE should be inspected, cleaned, and maintained at regular intervals so the PPE provides the required protection.

It is also important to ensure contaminated PPE, which cannot be decontaminated, is disposed of in a manner that protects employees from exposure to hazards.

Personal Protective Equipment Training Overview

FairPoint Communications, Inc. provides training to each employee who is required to use PPE. Employees are trained on the following:

- When PPE is necessary
- What PPE is necessary
- How to properly don, doff, adjust, and wear PPE
- Limitations of PPE
- Proper care and disposal of PPE

Employees must demonstrate an understanding of this training, and the ability to use PPE properly before performing work requiring the use of PPE. If there is reason to believe an employee who has been trained does not have the understanding and skill required, the employee is retrained. Circumstances where retraining is required include, but are not limited to, the following situations:

- Changes in the workplace render previous training obsolete
- Changes in the types of PPE to be used render previous training obsolete
- Inadequacies in an affected employee's knowledge or use of assigned PPE indicate the employee has not retained the required understanding or skill

FairPoint Communications, Inc. verifies each affected employee has received and understood the required training through a **written certification** that contains the name of each employee trained, the date(s) of training, and the subject of the certification.

Types of Personal Protective Equipment

The following types of personal protective equipment are discussed:

- Electrical Protective Equipment
- Eye and Face Protection
- Foot Protection
- Hand Protection
- Head Protection
- Hearing Protection
- Respiratory Protection
- Torso Protection

Electrical Protective Equipment

Refer to OSHA Standard **29 CFR 1910.137** for electrical protective equipment requirements.

To prevent serious injury or loss of life, employees must not handle electric power wires or associated switches and must arrange to have the necessary work required on these circuits performed by the electric company. Similarly, employees must not handle energized telephone wires until the electric company has cleared the contact conditions.

Occasionally employees need special protection from shocks and burns. Rubber is considered one of the best materials for insulating gloves and sleeves from these hazards. Insulating gloves are worn if employees handle wires, poles or other objects on which there may be abnormal voltages. Leather protector gloves must always be worn over insulating gloves to prevent mechanical damage to the insulating gloves. Leather gloves do not provide protection from electrical shock by themselves and should not substitute for work gloves.

Insulating blankets, matting, covers, line hose, gloves, and sleeves made of rubber must meet the requirements established in the applicable American National Standards Institute Standards and American Society for Testing and Materials

(ASTM). Rubber protective equipment must comply with the following American Society for Testing and Materials standards:

Electrical PPE

Insulating rubber gloves, type 1, Class 00 < 500 V
(Re: ASTM D 120-87)

Lineman's glove (Re: ASTM D 120-87) 1-10 KV

Insulating mats (Re: ASTM D 178-93) Prevent a path to ground in the event of inadvertent contact with electrical conductors.

Insulating blankets (Re: ASTM D 1048-93) Prevent a path to ground in the event of inadvertent contact with electrical conductors.

Inspect insulating equipment before use and immediately after any possible damage— air test gloves for leaks with every inspection. Periodic electrical test are required for all insulating gloves (6 months), mats (12 months), and blankets (12 months). The tests are required by OSHA's Electrical Protective Equipment regulations (29 CFR 1910.137).

Insulated Gloves

The following guidelines apply to the use of insulated gloves:

1. Each employee is responsible for determining his/her gloves are in good condition and that they are used within the specified electrical test period. The date stamped on each glove indicates when the next electrical test is due.
2. Each employee must visually inspect gloves:
 - a. At the time the gloves are issued
 - b. Each time before use
 - c. Each time after use
 - d. At least once a month
3. Visually inspect and air test rubber gloves prior to each day's use. Visually inspect and air test rubber gloves immediately following any incident that can

reasonably be suspected of causing damage. Visually inspect gloves to detect cracks, cuts, nicks, and deterioration of worn material. The air test detects punctures not observed. If a defect is found or there is any doubt as to the glove's safety, exchange the gloves for a pair in good condition.

Note: All insulating gloves are tested in accordance with OSHA standard **29 CFR 1910.268**. This schedule provides for testing of all insulating gloves used by each work group every nine months. Gloves not passing inspection are destroyed.

4. Store gloves in the gloves bag with cuffs down and leather protectors removed so they are available for use. Insulating gloves should never be placed near high heat. Do not store gloves where they may be damaged by sharp-edged or pointed tools or pressure from heavy objects or may come in contact with other injurious substances or conditions.

Rubber Blankets

Rubber blankets are required by local practice and/or if the possibility of contact with energized circuits exists.

The following guidelines apply to the use of rubber blankets:

1. Each employee is responsible for determining his/her rubber blanket is in good condition. No deterioration must be visible from an electrical or mechanical standpoint. Employees must check the retest date on the blanket and ensure the blanket is being used within the specified electrical test period. Test rubber blankets whenever electrical or mechanical deterioration appears or on a 9-month cycle.
2. Each employee must visually inspect rubber blankets:
 - a. At the time the blanket(s) are issued
 - b. Each time before use
 - c. Each time after use
 - d. At least once a month

Visually inspect blankets to detect cracks, abrasions or deterioration. Look both on the top and bottom inner and outer surfaces of the blanket.

3. Store rubber blankets in the blanket canister.

Eye and Face Protection

Refer to OSHA Standard **29 CFR 1910.133** for occupational eye and face protection requirements.

Eye and face protection is worn to prevent eye injuries resulting from contact with chemicals or physical agents. Many hazards exist in the normal work environment that may pose immediate and potentially irreversible eye injuries. Whenever the use of safety glasses is required, such use is strictly enforced.

The following guidelines apply to the use of eye and face protection:

1. Eye and face protective equipment must comply with the following American National Standards Institute standards:

ANSI Z87.1-1989	For eye and face devices purchased July 5, 1994, or later
ANSI Z87.1-1968, USA Standard for Occupational and Educational Eye and Face Protection	For eye and face devices purchased before July 5, 1994

2. Employees and visitors must wear eye protection in the following areas/activities as required by a supervisor:
 - a. Central office frame and switch rooms, customer premises
 - b. Construction sites
 - c. Battery work (required at all times)
 - d. Automotive shop
 - e. Welding areas (required at all times)
 - f. Other hazardous areas
3. Employees who regularly wear eye protection are required to keep their safety glasses with them while on the job site.
4. Employees whose vision requires the use of prescription lenses must wear either protective devices fitted with prescription lenses or protective devices over regular prescription eye wear.

5. Employees wearing contact lenses must use protective eye wear of a suitable nature to protect against potential hazards.
6. Select eye protection to suit the job at hand. When in doubt, contact Risk Management.
7. Provide adequate protection against the highest level of each potential hazard. This may take the form of safety glasses, safety goggles or welding shields.
8. Protection provided must:
 - a. Be durable
 - b. Adequately protect against the specific hazards
 - c. Be reasonably comfortable when worn
 - d. Fit snugly
 - e. Not interfere with the movements of the wearer
9. Employees are trained in the care, maintenance, and use of protective eyewear. This includes disinfecting methods, proper cleaning procedures, suitable type(s) of eye protection, and the requirement to wear protective eyewear.
10. Supervisors are held accountable for enforcing the eye protection program.

Foot Protection

Refer to OSHA Standard **29 CFR 1910.136** for occupational foot protection requirements.

The following guidelines apply to the use of foot protection:

1. Safety footwear must comply with the following American National Standards Institute standards:

ANSI Z41-1991, American National Standard for Personal Protection – Protective Footwear	For safety footwear purchased July 5, 1994, or later
ANSI Z41.1-1967, USA Standard for Men's Safety-Toe Footwear	For safety footwear purchased before July 5, 1994

2. Shoes worn must be appropriate for the work environment and in good condition. It is recommended that no open toed shoes be worn in a Central Office, Warehouse or Garage.
3. Employees must wear protective footwear when working in areas where there is a danger of foot injuries such as falling or rolling objects weighing 10lbs or more, objects piercing the sole, and electrical hazards.
4. Employees working on pole steps, ladders, or on climbers must have at least 1/2" heels on shoes.
5. If potential exposure to chemical hazards and/or temperature extremes exists, employees are provided with and required to wear suitable rubber boots or overshoes.
6. Safety shoes must be sturdy and have an impact-resistant toe.
7. Some situations may require additional foot protection. Some shoes may require metal insoles to protect against puncture wounds. Metatarsal guards may be necessary in some types of footwear. Heat-resistant soled shoes are necessary to protect against hot surfaces like those found in roofing, paving, and hot metal industries.

Hand Protection

Refer to OSHA Standard **29 CFR 1910.138** for occupational hand protection requirements.

There is a wide assortment of gloves, hand pads, sleeves, and wristlets available for protection against hazardous situations. FairPoint Communications, Inc. determines what hand protection their employees need.

The following guidelines apply to the use of hand protection:

1. The protective hand device selected must fit the job. Components of the work activity, such as degree of dexterity required, duration, frequency and degree of exposure to hazards, and physical stresses required, are studied to select the most appropriate hand protection.
2. Know the performance characteristics of gloves relative to the specific hazard anticipated (exposure to chemicals, heat, or flame, etc.) to ensure proper protection.
3. Before purchasing gloves, request documentation from the manufacturer to ensure gloves meet the appropriate test standard(s) for the hazard(s) anticipated.

Head Protection

Refer to OSHA Standard **29 CFR 1910.135** for occupational head protection requirements.

Prevention of head injuries is an important factor in every safety program. Head injuries are caused by falling or flying objects, or by bumping the head against a fixed object. Head protection, in the form of protective hats, must do two things – resist penetration and absorb the shock of a blow. This is accomplished by making the shell of the hat of a material hard enough to resist the blow and by using a shock-absorbing lining composed of headband and crown straps to keep the shell away from the wearer's skull. Protective hats are also used to protect against electrical shock.

CAUTION: Employees must wear protective hard hats when working in areas where there is potential for injury to the head from falling objects, or as required by the general contractor or customer. Employees who work near exposed electrical conductors that could contact the head must wear protective helmets designed to reduce electrical shock hazard.

The following guidelines apply to the use of head protection:

1. Protective helmets must comply with the following American National Standards Institute standards:

ANSI Personnel Protection – Protective Headwear for Industrial Workers – Requirements, Z89.1-1986 American National Standards Safety Requirements for Industrial Head Protection Z89.1-1969	For helmets purchased July 5, 1994, or later
ANSI Requirements for Industrial Head Protection, Z89.1-1969 and ANSI Requirements for Industrial Protective Helmets for Electrical Workers, Z89.2-1971	For helmets purchased before July 5, 1994

2. FairPoint is standardizing hard hats to the following types (or equivalent):

Bullard Model S61, White or Yellow



Bullard, Model S71, White or Yellow



3. Protective helmets are made in the following styles and classes:

Style 1 - helmets with full brim, not less than 1¼ inches wide

Style 2 - brimless helmets with a peak extending forward from the crown

Three classes indicate the helmets electrical insulation rating:

- Class E (electrical) is tested to withstand 20,000 volts;
- Class G (general) helmets are tested at 2200 volts; and
- Class C (conductive) provides no electrical protection.

Note: ANSI Type 1, Class E & G or E or G is the FairPoint required helmet.

3. Hard hats must not be altered or defaced in any way.
4. Hard hats must be inspected periodically by the user for cracks or penetrations, suspension systems being in good condition, and cleaned using soap and warm water.
5. All persons must wear safety hard hats during the performance or observation of the following situations:
 - a. On company and non-company premises that are posted HARD HAT AREAS
 - b. Construction Sites
 - c. Aerial and underground work operations
 - d. Operating or observing power equipment such as take-up reels, winches, earth boring machinery, and cable plows
 - e. While working in confined spaces such as cellars, crawl spaces, trenches, and utility holes
 - f. While operating fork lift trucks
 - g. When entering, leaving or working in utility holes
 - h. When working on or near streets or highways, hard hats are worn for visual effect as required by state law
 - i. Any time an employee is subject to possible head injury

6. If falling object hazards are present, helmets must be worn. They must be worn when working:
 - a. Below other workers who are using tools and materials which could fall
 - b. Around or under conveyor belts which are carrying parts or materials
 - c. Below machinery or processes that might cause material or objects to fall
 - d. On exposed energized conductors

Hearing Protection

For additional information, refer to Chapter 22, **Hearing Conservation Program**

Respiratory Protection

FairPoint Communications, Inc. determined that mandatory use of respirators is not required on the majority of job sites. Accordingly, respiratory protection follows the non-mandatory use guidelines as outlined in OSHA Standard **29 CFR 1910.134, Appendix D**. If it is determined that job site hazards exist that mandate the use of respirators, FairPoint Communications, Inc. will enact a complete respiratory protection program per OSHA standard **29 CFR 1910.134**.

Respirators are an effective method of protection against specific hazards when properly selected and worn. Respirator use is encouraged, even when exposures are below the exposure limit, to provide an additional level of comfort and protection for workers. However, if a respirator is used improperly or not kept clean, the respirator can become a hazard to the worker. Sometimes workers may wear respirators to avoid exposures to hazards even if the amount of hazardous substance does not exceed the limits set by OSHA standards. If respirators are provided for voluntary use, or if employees provide their own respirator, it is necessary to take precautions to ensure the respirator does not present a hazard.

To ensure a respirator does not present a hazard:

1. Read and heed all instructions provided by the manufacturer on use, maintenance, cleaning and care, and warnings regarding the respirator's limitations.

2. Choose respirators certified to protect against the contaminant of concern. The National Institute for Occupational Safety and Health (NIOSH) of the U.S. Department of Health and Human Services certifies respirators. A label or statement of certification should appear on the respirator or respirator packaging. It describes what the respirator is designed for and how much protection it provides.
3. Do not wear a respirator into atmospheres containing contaminants the respirator is not designed to protect. For example, a respirator designed to filter dust particles does not protect against gases, vapors, or very small solid particles of fumes or smoke.
4. Keep track of the respirator in use so someone else does not mistakenly use the respirator.

Respiratory Protection Program

Refer to OSHA Standard **29 CFR 1910.134** for respiratory protection program requirements. The key elements of a respiratory protection program include the following:

1. Establish written standard operating procedures governing the selection and use of respirators.
2. Select respirators on the basis of hazards to which a worker is exposed.
3. Instruct and train the user on the proper use of respirators and their limitations.
4. Store respirators in a convenient, clean, and sanitary location.
5. Maintain appropriate surveillance of the work area conditions and degree of employee exposure to determine if there are any changes in employee exposure levels. Inspect work areas on a regular basis.
6. Evaluate on a regular basis the continued effectiveness of the personal protective equipment program.
7. Do not assign employees to tasks requiring the use of a respirator unless it is determined they are physically able to perform the work and use the equipment. Refer to the Respiratory Medical Questionnaire in the Forms Appendix.
8. Select respirators from those jointly approved by the Mine Safety and Health Administration and the National Institute for Occupational Safety and Health.

9. Select respirators to provide adequate respiratory protection against the specific hazard for which they are designed in accordance with the standards established by the appropriate agencies.

Respirator Guidelines

The following guidelines apply to the use of respirators:

1. Standard operating procedures must be developed for respirator use. Procedures should include all information and guidance necessary for the proper selection, care, and use of respirators. In addition, possible emergency and routine uses of respirators should be included.
2. The correct respirator must be specified for each job. The respirator type is usually specified in the work procedures by a qualified individual supervising the respiratory protective program or determined by the product manufacturer/vendor listed on the Material Safety Data Sheet. The individual issuing the respirators must be adequately instructed to ensure the correct respirator is issued.
3. Employees will not be exposed to areas with a toxic or oxygen deficient atmosphere.
4. Respiratory protection is no better than the respirator in use, even though it is worn conscientiously. A knowledgeable person may conduct random inspections to ensure respirators are properly selected, used, and maintained.
5. For safe use of any respirator, it is essential the user be properly instructed on its selection, use, and maintenance. Knowledgeable persons instruct both supervisors and workers on the safe use of respirators.
6. Every respirator wearer receives fitting instructions including demonstrations and practices on how the respirator is worn and adjusted, and how to determine if it fits properly.
7. If corrective spectacles or goggles are required, they must be worn so as not to affect the fit of the face piece. Proper selection of equipment minimizes or avoids this problem.
8. Equipment must be properly maintained to retain its original effectiveness. All respirators are routinely inspected before and after each use. Damaged or defective respirators are not used and are discarded. A dry and clean storage facility is provided for all respirators and proper storage is enforced.

Torso Protection

Many hazards can threaten the torso: heat, splashes from hot metals and liquids, impacts, cuts, acids, and caustics such as degreasers. A variety of protective clothing is available such as vests, jackets, aprons, coveralls, and full body suits that are manufactured for comfort, design, and durability.

Clothing must be worn that is appropriate for the work and weather. While professional shorts and short sleeve shirts are approved uniforms, employees should carry spare long pants for field work and a long sleeve shirt for working on or around poles.

For certain operations, FairPoint Communications, Inc. requires the following types of torso protection:

- Leather or Woolen Clothing
- Rubber-Coated or Vinyl Aprons and Neoprene Aprons

Leather or Woolen Clothing

Leather coveralls, jackets, and aprons should be used whenever employees are exposed to high heat and molten metal splashes that occur during welding, cutting, and brazing. Leather is the traditional material used to protect workers due to its price and durability. Cotton clothing disintegrates in one day to two weeks because of the high UV radiation from arc welding and cutting. Wool or leather clothing is therefore preferable to cotton because it is more resistant to deterioration.

For gas-shielded arc welding, woolen clothing is also preferable to cotton. It is not readily ignited and protects the welder from changes in temperature. Cotton clothing, if used, should be chemically treated to reduce its flammability. In either case, the protective clothing should be thick enough to keep radiation from penetrating it.

In welding operations, the welder's outer clothing should be reasonably free from oil and grease, and dark-colored to reduce the reflection to the welder's face underneath the welding helmet. Sleeves and collars should be buttoned. The employee's clothing should not contain pockets or cuffs where molten metal can accumulate or sparks can get caught.

Other employees in the work area should be protected by the use of a welding screen located in the maintenance shop as well as the use of appropriate eye and face protective equipment.

Rubber-Coated or Vinyl Aprons and Neoprene Aprons

Employees who must work with corrosive acids or caustics, such as sulfuric acid in forklift batteries, and water treatment chemicals used to remove and control scale and lime deposits in boilers, or employees who must handle corrosives should use PVC aprons or aprons constructed of non-penetrating, chemical-resistant materials such as neoprene or nitrile-coated fabric.

Aprons constructed of Tyvek or PVC coating are recommended for use whenever skin protection against chemical or splash hazards exists.

Torso/body protection equipment must be maintained in good working condition. Inspect all protective clothing to ensure proper fit and function for continued protection. Also, inspect all protective clothing periodically, on a random basis, to ensure its compliance with the personal protective equipment program.

Protection Device Selection Guidelines

Local operations are required to assess job hazards and mandate personal protective equipment to mitigate hazards.

Selection guidelines for the following types of personal protective equipment are discussed:

- Eye and Face
- Foot
- Hand
- Head
- Torso

Eye and Face Device Selection Guidelines

Refer to the following table to select the right type of eye and face protection.

Eye and Face Protection Table

Source Operation	Hazard Assessment	Protection
IMPACT: chopping, grinding machining, masonry work, woodworking, sawing, drilling, chiseling, powered fastening, riveting, and sanding	Flying fragments, objects, large chips, particles of sand, dirt, etc.	Spectacles with side protection, goggles, face shields For severe exposures, use face shield. See notes 1, 3, 5, 6, and 10.
HEAT: furnace operations, pouring, casting, hot dipping, and welding	Hot sparks	Face shields, goggles, and spectacles with side protection For severe exposure, use face shield. See notes 1, 2, and 3.
	Splash from molten metals	Face shields worn over goggles See notes 1, 2, and 3.
	High temperature exposure	Screen face shields, reflective face shields See notes 1, 2, and 3.
CHEMICALS: Acid and chemicals handling, degreasing plating	Splash	Goggles, eyecup and cover types For severe exposure, use face shield. See notes 3 and 11.
	Irritating mists	Special-purpose goggles
DUST: Woodworking, buffing, general dusty conditions	Nuisance dust	Goggles, eyecup and cover types See note 8.
LIGHT and/or RADIATION: Welding: Electric arc	Optical radiation	Welding helmets or welding shields. Typical shades: 10-14 See notes 9 and 12.
Welding: Gas	Optical radiation	Welding goggles or welding face shield. Typical shades: gas welding 4-8, cutting 3-6, brazing 3-4 See note 9.
Cutting, Torch brazing, Torch soldering	Optical radiation	Spectacles or welding face shield. Typical shades 1.5-3 See notes 3 and 9.
Glare	Poor vision	Spectacles with shaded or special-purpose lenses, as suitable. See notes 9 and 10.

Notes to Eye and Face Protection Table

1. Care should be taken to recognize the possibility of multiple and simultaneous exposures to a variety of hazards. Provide adequate protection against the highest level of each of the hazards. Protective devices do not provide unlimited protection.
2. Operations involving heat may also involve light radiation. As required by the standard, provide protection from both hazards.
3. Face shields should only be worn over primary eye protection (spectacles or goggles).
4. As required by the standard, filter lenses must meet the requirements for shade designations in paragraph 1910.133(a)(5). Tinted and shaded lenses are not filter lenses unless they are marked or identified as such.
5. As required by the standard, persons whose vision requires the use of prescription (Rx) lenses must wear either protective devices fitted with prescription (Rx) lenses or protective devices designed to be worn over regular prescription (Rx) eyewear.
6. Wearers of contact lenses must also wear appropriate eye and face protection devices in a hazardous environment. It should be recognized that dusty and/or chemical environments might represent an additional hazard to contact lens wearers.
7. Exercise caution in the use of metal frame protective devices in electrical hazard areas.
8. Atmospheric conditions and the restricted ventilation of the protector can cause lenses to fog. Frequent cleansing may be necessary.
9. Welding helmets or face shields should be used only over primary eye protection (spectacles or goggles).
10. Non-side shield spectacles are available for frontal protection only, and are not acceptable eye protection for the sources and operations listed for "impact."
11. Ventilation should be adequate, but well protected from splash entry. Eye and face protection should be designed and used so it provides both adequate ventilation and protects the wearer from splash entry.
12. Protection from light radiation is directly related to filter lens density. See note 4. Select the darkest shade that allows task performance.

Foot Device Selection Guidelines

Safety shoes and boots that meet the ANSI Z41-1991 standard provide both impact and compression protection. If necessary, obtain safety shoes to provide puncture protection. In some work situations, metatarsal protection should be provided. In other special situations, electrical conductive or insulating safety shoes are appropriate.

Refer to the following table to select the right type of foot protection.

Foot Protection Table

Job or Task	Type of Protection
Carrying or handling materials weighing at least 10lbs, such as packages, objects, parts, or heavy tools that could be dropped Activities where objects might fall on the feet	Impact protection
Activities that could involve anything potentially rolling over an employee's foot Activities involving skid trucks (manual material handling carts) Activities around bulk rolls (such as paper rolls) Activities around heavy pipes	Compression protection
Activities involving sharp objects, such as nails, wire, tacks, screws, large staples, and scrap metal that could be stepped on by employees	Puncture Protection

Hand Device Selection Guidelines

Gloves are often relied upon to prevent cuts, abrasions, burns, and skin contact with chemicals that are capable of causing local or systemic effects following dermal exposure. OSHA is unaware of any gloves that provide protection against all potential hand hazards and commonly available glove materials provide only limited protection against many chemicals. Therefore, it is important to select the most

appropriate glove for a particular application and to determine how long it can be worn and whether it can be reused.

General guidelines for the proper selection of hand protective equipment include:

1. Know the performance characteristics of gloves relative to the specific hazard anticipated (chemical hazards, cut hazards, flame hazards, etc.). Standard test procedures can assess the performance characteristics of gloves. Before purchasing gloves, request documentation from the manufacturer to ensure the gloves meet the appropriate test standards for the hazards anticipated.
2. In certain circumstances, it may be more cost effective to regularly change cheaper gloves than to reuse more expensive types as long as the performance characteristics are acceptable.
3. Study the work activities of the employee to determine the degree of dexterity required, duration, frequency and degree of exposure to the hazard, and the physical stresses required to select the most appropriate hand protection.
4. To protect against chemical hazards:
 - a. Determine the toxic properties of the chemical(s). Determine the ability of the chemical to cause local effects on the skin and/or to pass through the skin and cause systemic effects.
 - b. Generally, any “chemical resistant” glove can be used for dry powders.
 - c. Select gloves based on the chemical component with the shortest breakthrough time for mixtures and formulated products (unless specific test data is available), since it is possible for solvents to carry active ingredients through polymeric materials.
 - d. Select gloves that enable employees to remove them without contaminating the skin.

Head Device Selection Guidelines

All head protection (helmets) is designed to provide protection from impact and penetration hazards caused by falling objects. Head protection is also available that provides protection from electric shock and burn. When selecting head protection, knowledge of potential electrical hazards is important.

FairPoint Communications, Inc. requires the use of ANSI Type 1, Class E/G helmets regardless of the specific job hazards. Style 1 or 2 ANSI Type 1, Class E/G helmets may be used.

Torso Selection Guidelines

General guidelines for the proper selection of torso protective equipment include:

1. Select torso protection based on work place hazard assessment as well as data from accident investigations, near misses, and employee involvement surveys.
2. Select body/torso protection that it is comfortable and provides the freedom of motion needed to perform a job. Various sizes are available for all body types. Adjustable shoulder and waist straps ensure a snug fit so that loose clothing is kept to a minimum. This is very important if employees work near equipment with moving parts.

Refer to the following table to select the right type of torso protection.

Job or Task	Area	Type of Protection
Degreasing parts using degreasing solvent or substitute	Maintenance and Truck Areas	Rubber-coated or vinyl aprons
Adding water to or servicing batteries	Battery Areas	Neoprene apron
Welding, cutting, and brazing operations	Maintenance Shop	Leather apron, welding jacket, chaps