**Personal Protective Equipment (PPD) Template Guide**

The template criteria provided below is a sample list of audit or inspection criteria that is potentially related to the operations at your organization. You may review the samples below and use them as jumping off points for creating custom audit or inspection templates in the SafetySkills Empower system. They may be used in their entirety without change or edited and expanded to suit the specific needs of your organization. Use of these criteria is entirely optional and to be used at your discretion.

**General**

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| Has a hazard assessment been performed to determine that PPE is necessary? |
| Has the assessment been documented, identifying the specific facility where it was performed? |
| Is the PPE type appropriate and fitted for the job or task? |
| Have personnel in need of PPE been trained on its proper use? |
| Has the training been documented? |
| Is reusable PPE properly cleaned, in generally good condition, and free of damages? |
| Is PPE within its stipulated useful lifetime? |
| Does the PPE meet the applicable standard specifications? |
| Is special equipment available for electrical work? |
| Is there an eyewash facility and a quick-drench shower in each work area where employees are exposed to caustic or corrosive materials? |

**Respirators**

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| Is a Respiratory Protection Program developed and implemented? |
| Have you been trained on the proper use of the respirator? |
| Have you been properly fit tested? |
| Was the correct cartridge selected based on the material? |
| Has the respirator been selected based on a hazard assessment? |
| Is the respirator NIOSH-certified? |
| Are all seals in good working order? |
| Does the respirator have an acceptable comfort level? |
| Are the respirators inspected before and after each use? |
| Is a written record kept of all inspection dates and findings? |

**SCBA**

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| Does the full facepiece seal tightly around your face? |
| Does the tank have at least 30 min of breathable air? |
| Is the air considered breathable air per the applicable standard? |
| Is the unit certified to be used in the environment? |

**PAPR**

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| Is the hood in good working order without damage? |
| Is the breathing tube free of leaks or cracks? |
| Is the blower/filtration unit free of damage or leaks? |
| Was the proper filter selected by a hazard assessment? |
| Has a proper and reliable air supply been established for the unit? |
| Has a proper don and doff station been established? |
| Have you been trained to properly don and doff the unit? |

**Gloves**

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| Are gloves free of cracks or tears? |
| Are gloves rated for use with live electrical circuits? |
| Are gloves rated for the voltage being worked on? |
| Are disposable gloves available in materials suitable to withstand chemicals (latex, nitrile, butyl rubber etc.) |
| Are rubber gauntlet gloves available for concentrated acid handling? |

**Boots / Shoes**

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| Are employees required to wear safety footwear when they are exposed to conditions that could cause foot injuries? |
| Are boots/shoes free in good condition and fit-for-purpose? |
| Are boots/shoes rated for work around live electrical circuits? |
| Are boots/shoes rated for the voltage being worked on? |

**Glasses**

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| Are protective goggles or face shields provided to employees and worn when there may be danger of flying material or caustic or corrosive chemical exposure? |
| Is protective eye/face wear ANSI-approved? |
| Are glasses/goggles/face shield free of damage? |
| Are glasses/goggles/face shield rated for work with live electrical circuits? |
| Are glasses/face shield rated for the voltage being worked on? |

**Hearing Protection**

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| Are noise levels and monitored and attenuation provided if exceeding NIOSH recommended limit of 85dB(A)  |
| Is protection from occupational noise provided when sound levels exceed those of the OSHA hearing conservation standard — 1910.95? |
| Are plugs available and employees shown how to insert them properly? |
| Are earmuffs available and fit-tested to any employee choosing to wear them? |

**Additional Items**

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| Are protective gloves, aprons, or shields provided to employees for protection against cuts, corrosive liquids, and chemicals? |
| Are hardhats provided and worn where there is a danger of falling objects? |
| Are hardhats inspected periodically for damage to the shell and the suspension system? |
| Are high visibility garments available to employees exposed to vehicular traffic? |
| Are outside evening night workers provided with reflective garments? |
| Are appropriate respirators provided for regular or emergency use where they are necessary? |