# Respiratory Protective Equipment Policy

## General Statement

All work that involves the use of respiratory protective equipment (RPE) must be carried out in a way which removes or reduces the risk of injury to workers.

Prior to any work involving the use of RPE, (Company Name) will ensure that a suitable and sufficient risk assessment of the task has been carried out, and that workers understand the correct procedures for carrying out such work.

The persons responsible for implementing this policy are: XXXXXXXXXX

## Arrangements for Securing the Health and Safety of Workers

1. **Elimination of Hazards**
* (Company Name) will ensure that operations which present a risk to workers are eliminated or kept to a minimum where they are unavoidable, so far as is reasonably practicable. Measures to achieve this include the identification of all hazardous substances within the workplace and the completion of a suitable and sufficient COSHH risk assessment.
1. **Assessment of Risk**
* A COSHH risk assessment of work activities will be carried out by competent people, who will provide management with an action list to address any risks identified.

## Duties of Managers and Supervisors

Managers and supervisors must ensure that all RPE used at work is suitable for the task to be carried out and safe for use, and that all workers have received adequate information, instruction and training. In addition, managers and supervisors are responsible for ensuring that:

* suitable and sufficient assessments of the risks are carried out.
* The exposure of workers to hazards in the workplace is either prevented or controlled.
* RPE is worn when required.
* All RPE is CE-marked or UKCA marked.
* all RPE is adequately maintained.
* RPE is used as a last resort.
* facilities for the storage of RPE are provided.

**Selection of RPE**

Appropriate RPE will be provided by(Company Name), considering the nature of the hazard, the concentration of contaminates and individual factors such as facial features and physical conditions.

All tight fitting RPE **must** be qualitative face fit tested to the individual and the face fit test repeated following any changes in RPE specification or following any, facial feature changes including loss or gains in weight, substantial dentistry or developing any facial changes (scars, moles etc.) around the face seal area.

When using tight fitting RPE it is essential that a good seal is maintained at all times, and the worker is clean shaven.

Where the worker is unable to use tight fitting RPE either for medical or protected identity reasons then then this is to be reported to their line manager and (Company Name) will consider alternative RPE solutions ensuring that reasonable adjustments have been made.

## Duties of Workers

Workers must ensure that:

* They comply with all instructions and training given to them in relation to their work.
* their own health and safety and that of other employees or third parties is not put at risk by their actions.
* They use equipment provided for the task it was meant for, and ensure it is maintained and stored in accordance with instruction.
* They only use tight fitting RPE that has successfully passed a qualitative face fit test.
* When using tight fitting RPE that they are clean shaven at the beginning of every shift/workday (Note: Failure to comply with the clean-shaven policy requirements is a breach in your duty under Section 7 of the Health and Safety at Work Act and will be considered a disciplinary matter).
* they report any problems to their direct supervisor or manager.

## Information and Training

Adequate information and training will be provided to individuals to ensure that they are competent to carry out their work-related tasks. A responsible person will assess training needs, including the need for refresher training.

Name:

Position:

Signature:

Date: