PPE Policy

PURPOSE:

The aim of this policy is to provide guidelines on the safe procedures that must be adopted for the use of Personal Protective Equipment (PPE)

DEFINITION:

PPE is defined in the Personal Protective Equipment at Work Regulations 1992 as meaning all equipment which is intended to be worn or held by a person who is at work and which protects him or her against one or more risks to his or her health and safety.

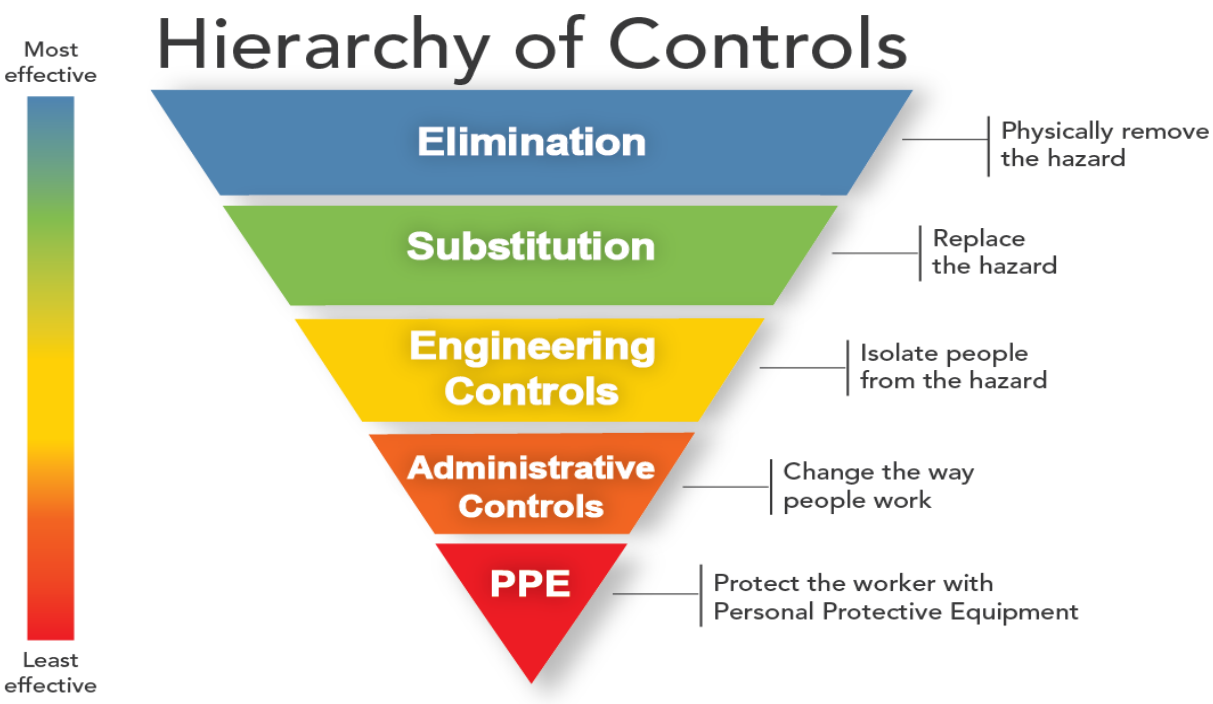
Mamo Building Services Ltd. shall ensure that suitable personal protective equipment is provided to employees who may be exposed to a risk to their health or safety while at work except where and to the extent that such risk has been adequately controlled by other means which are equally or more effective.

Mamo Building Services Ltd. recognise that PPE should only be used as a 'last resort' measure while other control measures are assessed. It should only be used when there is no other alternative. We will apply the hierarchy of controls as follows:

1. Elimination
2. Substitution
3. Engineering controls
4. Administrative Controls
5. PPE

PPE shall be issued free of charge and replaced when necessary. Misuse of PPE shall be considered a violation to our code of conduct and persistent violation may warrant dismissal.

Managers and Team leaders are expected to lead by example and to call out any mis-use or neglect when PPE is not being worn or used correctly.



SCOPE:

However we accept that for the safe execution of our nature of work and following assessment of risk, PPE is necessary in many work situations and we have identified the following as mandatory for all site activities:

- Safety Helmets
- High Vis Clothing
- Safety Footwear

Additional PPE requirements:

Mamo Building Services Ltd will expect employees to wear

a) Eye protection as follows:

- Goggles when using angle grinders, bench grinders and cut off saws
- Safety glasses for all other power tool work (drills, reciprocating saws, jigsaws etc.) working in dusty conditions and when working in a designated eye protection zone

b) Suitable ear protection (ear defenders appropriate to the level of noise) when engaging in the following activities: -

- when using angle grinders, bench grinders and cut off saws
- operating equipment which could damage hearing
- working in an area where others are operating noisy equipment
- working in a designated noise protection zone

c) Suitable respiratory equipment (masks, respirators) when engaging in the following activities:

- handling substances which require the use of respiratory equipment
- When cutting concrete or close to concrete cutting activity
- working in dusty environments and depending on the type of dust being generated
- if required in confined spaces

d) Harness and Lanyard when:

- Work at height where the use of collective measures is not practicable.
- When working from a MEWP

e) Cut resistant Gloves when:

- There is a risk of cuts during handling and cutting activities

Where Personal Protective Equipment is used it must:

- Be selected taking into account the nature of the hazard and the task,
- Carry a CE or BS mark
- Be maintained in an efficient working order and in good repair
- Be compatible with other PPE
- Be stored in an assigned and suitable area
- Be provided in conjunction with appropriate instruction and training for the wearer

Provision of Safety Footwear:

- Mamo Building Services Ltd will provide one pair of safety footwear valued around £30 for employees per annum.
- Should an employee prefer to wear alternative safety footwear that they have purchased, this is acceptable provided it meets the required BS EN ISO 20345 standard and a reimbursement of £30 shall be given to them.
- If an employee's safety footwear is worn beyond use within the year, they will also be replaced free of charge as above.
- Sub-contractors must provide their own safety footwear.

Responsibilities:

Responsibilities of Management:

- To ensure suitable and appropriate PPE is provided. This means that the PPE should be appropriate for the risk or risks involved and the conditions where it will be used.
- To carry out the assessment on the suitability of the PPE.
- To maintain and replace PPE as necessary.
- To provide adequate and suitable storage for all PPE.
- To provide information, training and instruction for employees therefore enabling them to make proper effective use of PPE.

Responsibilities of Employees:

- To fully comply with this policy and PPE requirement.
- To co-operate with your employer so far as is necessary to enable that duty or requirement to be performed or complied with.
- Not to intentionally or recklessly interfere with or misuse anything provided in the interests of health, safety or welfare in pursuance of the relevant statutory provisions.
- To fully co-operate with the company in respect of any protective equipment provided or safe systems of work operating in respect of their duties.
- Not to use company issued PPE outside of the workplace.
- To consult with their Line Manager on specific PPE requirement.

Review of this policy:

Mamo Building Services Ltd. will review this policy on an annual basis or following any incidents, taking account of any changes within legislation and our organisation, and other factors.



Joe Mallon

Position in Company: - Managing Director

Date: - 05/01/2026