

# Personal Protective Equipment Training Requirements & Expectations

Training and education are fundamental for an effective personal protective equipment (PPE) program. Occupational Safety and Health Administration (OSHA) Standard [29 CFR 1910.132, General Requirements](#) establishes PPE training requirements all organizations must follow.

PPE is the last line of defense when controlling hazards; it does not eliminate the hazard. Employees must understand how to properly use PPE in order to reduce direct exposure to the hazards and decrease the likelihood of injury or illness.



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First, conduct a PPE hazard assessment. Then, train your employees how to wear and use the PPE before issuing any PPE. Lastly, evaluate your PPE training and verify it covers the OSHA-required topics, document the completion of your PPE training, and identify needs for refresher training.

## PPE HAZARD ASSESSMENT

Conduct a [PPE hazard assessment](#) to assess hazards, determine if PPE is necessary (based on the ability to provide more effective hazard controls), and choose the types of PPE required for each task. Categories of PPE include eye protection, respirators, safety harnesses, hearing protection, and gloves. Be sure to specify the exact type of PPE! For example, simply listing “gloves” is not appropriate and your assessment should instead state the glove material (e.g., nitrile, butyl rubber), style or coverage (e.g., gauntlet style), and other specific details, such as thickness or model number.

Document your PPE hazard assessment – capture all identified and potential hazards, state the name of the individual(s) certifying the evaluation, and list the date of the assessment. Use the PPE hazard assessment to identify PPE training needs for all employees.

## TRAINING CONSIDERATIONS

Consider the following tips to make your PPE training more effective:

- Assign qualified trainers knowledgeable of the specific PPE to be used– consider hiring trainers for certain types of PPE (e.g., harnesses for fall protection)
- Help trainers develop PPE training materials specific to your worksite
- Develop customized training unique to each specific work area, department, or job task
- Use a variety of training methods (e.g., demonstrations, activities, videos, pictures) to accommodate different learning styles
- Utilize attendance rosters or an electronic training tracking system to document the completion of training
- Maintain copies of completion certificates.



## REQUIRED TRAINING TOPICS

OSHA requires your PPE training includes five (5) topics for each type of PPE issued and/or used. Your employees must be able to answer questions regarding this information during on-site assessment interviews. Help employees understand PPE should not be used alone; rather, it is used together with more effective hazard controls to minimize exposures to hazards. Use demonstrations, as needed, to show and evaluate proper use of the PPE.

When PPE is necessary	What PPE is necessary	How to properly don, doff, adjust, and wear PPE	Limitations of PPE	Proper care, maintenance, useful life, and disposal of PPE
<ul style="list-style-type: none"> <li>• The type and magnitude of identified hazards</li> <li>• The situations and work areas where the hazards may be encountered</li> </ul>	<ul style="list-style-type: none"> <li>• Types of PPE required to perform a job task safely</li> <li>• Why the specific type of PPE was selected</li> <li>• What makes the PPE effective in protecting you against the hazard</li> </ul>	<ul style="list-style-type: none"> <li>• How to put on (don) and take off (doff) the PPE</li> <li>• Contamination avoidance techniques when doffing PPE, as needed</li> <li>• Proper adjustment of the PPE</li> <li>• Ways to ensure the PPE fits properly</li> </ul>	<ul style="list-style-type: none"> <li>• What may cause the PPE to fail, break, or no longer be effective</li> <li>• Restrictions to movement, vision, use, and communication (e.g., safety glasses do not protect against chemical splashes)</li> <li>• Stressors an employee may encounter during use (e.g., heat stress)</li> </ul>	<ul style="list-style-type: none"> <li>• Steps to inspect, care for, clean, repair, and properly store PPE</li> <li>• How to identify signs of PPE wear, failure, or expiration dates</li> <li>• Disposal requirements for contaminated PPE</li> <li>• The process to request new PPE</li> </ul>

Figure created by DoD SMCX

## PPE RETRAINING

Provide refresher training to promote the continuous safe use of PPE. Retrain employees on PPE when:

- Required by safety and health regulation
- Employees do not demonstrate the proper understanding and or use of the PPE
- Changes in the workplace occur
- Changes in the type of required PPE occur
- Training content becomes outdated
- Established by organizational policy.



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