

Personal Protective Equipment Training Requirements & Expectations

Training and education are a fundamental component of an effective personal protective equipment (PPE) program. PPE is the last line of defense when controlling hazards – it does NOT eliminate them. Employees must understand how to properly use PPE to reduce direct exposure to a hazard and decrease the likelihood of injury or illness. Occupational Safety and Health Administration (OSHA) Standard [29 CFR 1910.132, General Requirements](#) establishes PPE training requirements all organizations must follow. This one pager provides tips and consideration to improve PPE training and education at your organization.



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First, conduct a PPE hazard assessment and determine what PPE your employees need. Then, train your employees how to wear and use the PPE before distributing 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](#) and identify hazards, determine if PPE is necessary (based on the ability to provide more effective hazard controls), and choose the type(s) 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. Your assessment should state the glove material, style or coverage, and other specific details, such as thickness or model number (e.g. 22 mil. nitrile gloves, gauntlet style cuff).

Document your PPE hazard assessment and list all identified and potential hazards, state the name of the individual(s) certifying the evaluation, and add the date of the assessment. Use the PPE hazard assessment to identify PPE training needs for all affected 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 PPE that requires more technical knowledge (e.g., harnesses for fall protection)
- Help trainers develop training materials specific to your worksite
- Develop customized trainings 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 to include five (5) topics for each type of PPE issued and/or used. Your employees must be able to answer questions about these topics during on-site assessment interviews. Emphasize to your employees that PPE should not be used alone; rather, it is used together with more effective hazard controls to minimize hazards exposures. 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"> The type and magnitude of identified hazards The situations and work areas where the hazards may be encountered 	<ul style="list-style-type: none"> Types of PPE required to perform a job task safely Why the specific type of PPE was selected What makes the PPE effective in protecting you against the hazard 	<ul style="list-style-type: none"> How to put on (don) and take off (doff) the PPE Contamination avoidance techniques when doffing PPE, as needed Proper adjustment of the PPE Ways to ensure the PPE fits properly 	<ul style="list-style-type: none"> What may cause the PPE to fail, break, or no longer be effective Restrictions to movement, vision, use, and communication (e.g., safety glasses do not protect against chemical splashes) Stressors an employee may encounter during use (e.g., heat stress) 	<ul style="list-style-type: none"> Steps to inspect, care for, clean, repair, and properly store PPE How to identify signs of PPE wear, failure, or expiration dates Disposal requirements for contaminated PPE The process to request new PPE

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PPE RETRAINING

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

- Required by safety and health regulation(s)
- 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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