

# Personal Protective Equipment Training Requirements & Expectations

Training and education is 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 need to understand how to use PPE properly to reduce direct exposure to the hazards and the likelihood of injury or illness.



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Before issuing PPE to your employees, you must ensure they receive training to properly wear and use the PPE. Evaluate your PPE training to ensure 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. Examples of PPE include eye protection, respirators, safety harnesses, hearing protection, and gloves. Be sure to specify the exact type of PPE, though! For example, simply listing “gloves” is not appropriate and 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.

Ensure your PPE hazard assessment is in writing, comprehensively identifies all hazards (and potential hazards), states the name of the individual(s) certifying the evaluation, and lists the date of the assessment. Use the PPE hazard assessment to identify PPE training needs for all employees.

## TRAINING CONSIDERATIONS

When providing PPE training, consider the following tips to make the training more effective:

- Assign qualified trainers knowledgeable of the specific PPE to be used – if using supervisors, ensure they understand the PPE topic areas as well as, or better than, your employees would
- Assist trainers in the development of PPE training materials
- 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 PPE training on five (5) topics for each type of PPE issued and/or used. Employees must be able to answer questions regarding this information during interviews. Help employees understand PPE is used to minimize exposure to hazards and that PPE may be used in conjunction with additional, more effective hazard controls. 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 in which 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>• Decision as to 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 and take off the PPE</li> <li>• Techniques to avoid contamination when taking off the 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 that may be encountered 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 wear, PPE 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 and selection 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
- As established by organizational policy.



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