

### SAFETY HELMETS

#### Must Be:

- Worn when working in excavations more than 1.5 metres deep, eg manholes, sewers, chambers
- Worn when working below steel erection, scaffolding, cranes, hoists, vehicles being loaded and unloaded etc, where there is a possibility of being struck
- Worn with wide brim to protect from UV rays
- Worn when hard hat signs are displayed
- Replaced when damaged and must be kept in a clean condition



Safety helmets can be damaged by substances such as petrol, cleaning agents, paint, adhesives.

FOR FURTHER INFORMATION REFER TO REGULATION DIVISION 2.12 AUSTRALIAN STANDARD 1800 & 1801  
THIS EMPLOYEE GUIDE IS TO BE USED IN CONJUNCTION WITH TRADE SKILLS AND ANY OPERATING MANUAL OR TRAINING RELEVANT TO THE TASK  
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### HIGH VISIBILITY VESTS

- Must be maintained in a good and clean condition
- Damaged or faded vests must be replaced as soon as possible
- Retro-reflective vests must be worn during hours of darkness or at times of poor visibility
- Vests must be worn over clothing and not hidden by coats, jumpers etc
- The vest must be done up at all times
- Wear vests that are comfortable, the correct size and fit for unrestricted movement



**It is important to be seen when carrying out work near plant, equipment and roads**

### HAND PROTECTION

- Gloves **must** be worn to protect against abrasions, hot/cold surfaces, electric shock, infections, disease, contamination and vibration
- **Must** be worn when handling hazardous substances in accordance with the Material Safety Data Sheets
- Damaged or worn gloves **must** be replaced as soon as possible
- Rings **must not** be worn, so as to reduce electrocution and finger injury
- **Don't** wear gloves when operating equipment where gloves may be caught
- Hand protection **must** be worn where signs are displayed



### EYE PROTECTION

- **Must** be worn where there is a possibility of eye injury, flying particles, dust, lasers, chemicals, high pressure water etc
- **Must** be worn where eye protection signs are displayed
- Appropriate eye protection **must** be worn when welding
- **Must** be worn to protect against UV radiation
- **Must** be maintained and cleaned regularly
- Scratched or damaged eye protection **must** be replaced
- Where there is a possibility of eye protection falling off, a head strap or lanyard **must** be worn



FOR FURTHER INFORMATION REFER OHSW REGULATION DIVISION 2.12; AUSTRALIAN STANDARDS 1336, 1337, 1338  
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### SAFETY FOOTWEAR

- Foot protection **must** be worn where there is a possibility of foot or toe injuries
- **Must** be worn where signs are displayed and there is a possibility of foot injuries
- **Must** be worn in accordance with any Material Safety Data Sheet
- Safety footwear **must** be kept in good repair
- Worn or damaged footwear **must** be replaced
- **Must** be appropriate footwear for the hazard, eg wet conditions, falling objects, cuts etc
- **Don't** allow footwear soles to become covered in mud, grease etc



FOR FURTHER INFORMATION REFER OHSW REGULATION DIVISION 2.12 AUSTRALIAN STANDARD 2210  
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### HEARING PROTECTION

- Must be worn when exposed to noise, hammer drills, explosive power tools, breakers, high speed cutting machines, etc
- Hearing protection, muffs, ear plugs etc must be adequate to reduce noise exposure
- Must be maintained in a clean and hygienic condition
- Don't share hearing protection, to avoid infections
- Take regular breaks from noisy tasks
- Report any hearing problems, ringing in the ears etc as soon as possible
- Must be worn where hearing protective equipment signs are displayed



FOR FURTHER INFORMATION REFER OHSW REGULATION DIVISION 2.12: AUSTRALIAN STANDARDS, 1269, 1270  
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### RESPIRATORS

- **Must** be worn where there are toxic dust, gases, vapours, welding fumes etc
- Respirator cartridges and canisters **must** be checked for life limit
- Breathing apparatus **must** be worn where there is a shortage of oxygen or atmospheric contaminants
- Damaged respirators, dust masks or 1/2 face mask respirators **must** be replaced as soon as possible
- **Must** be regularly cleaned and maintained
- **Don't** share respirators, dust masks etc, to avoid infections and disease
- **Must** be worn where respirator signs are displayed



FOR FURTHER INFORMATION REFER OHSW REGULATION DIVISION 2.12 AUSTRALIAN STANDARDS 1715, 1716  
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# PERSONAL PROTECTIVE EQUIPMENT — CARE, MAINTENANCE AND USE

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## CIVIL CONSTRUCTION SAFETY GUIDES

### PROTECTIVE CLOTHING

- **Must** be worn where there is a risk, ie handling chemicals, sewage etc
- **Must** be worn where warning signs are displayed
- **Must** be removed from site and cleaned regularly
- Torn, damaged or faded protective clothing **must** be replaced
- Water proof clothing **must** be worn in inclement weather conditions, sewage etc
- Water proof clothing **must** have light-reflective features
- Protective clothing **must** not be tight or loose fitting and allow adequate movement
- **Must** be suitable for the task eg, non flammable, anti static, chemical proof etc



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FOR FURTHER INFORMATION REFER OHSW REGULATION DIVISION 2.1: AUSTRALIAN STANDARD 3795  
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### SAFETY HARNESS

- **Must** be worn when working in confined spaces
- **Must** be worn when working at heights
- **Must** be checked before use for deterioration or damage
- Any damaged or worn harness **must** be replaced or repaired by the manufacturer
- **Must** be worn when working from elevated work platforms
- Cleaning, maintenance and storage **must** be in accordance with the manufacturer's recommendations
- **Must** be worn when Personal Protective Equipment signs are displayed



FOR FURTHER INFORMATION REFER OHSW REGULATION DIVISION 2.12 AUSTRALIAN STANDARD 2626  
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### LIFE JACKETS

- Life jackets **must** be worn when carrying out work near water, eg pump inspections, excavations, dams, bridge construction work etc
- **Must** be worn when there is a possibility of slipping or falling into water
- **Must** be inspected for any damage or wear and replaced or repaired by the manufacturer as soon as possible
- **Must** be appropriately stored for easy access in an emergency
- **Must** be illuminated for night work
- Life jackets **must** be worn where life jacket signs are displayed

