

Stanford University's PPE Program

Quick Guide for Supervisors and Principal Investigators/Lab Supervisors

Background

- Personal protective equipment (PPE) is equipment worn to minimize exposure to workplace hazards. Examples of PPE include gloves, safety glasses, lab coats or coveralls, earplugs, hard hats, respirators, and steel-toed shoes.
- PPE is often used to augment engineering or administrative controls or is used as a stand-alone control when engineering and administrative controls are not feasible.
- Stanford University's PPE Program is designed to protect laboratory and general work area personnel exposed to hazardous materials or physical hazards that may be encountered in various work areas at Stanford University.

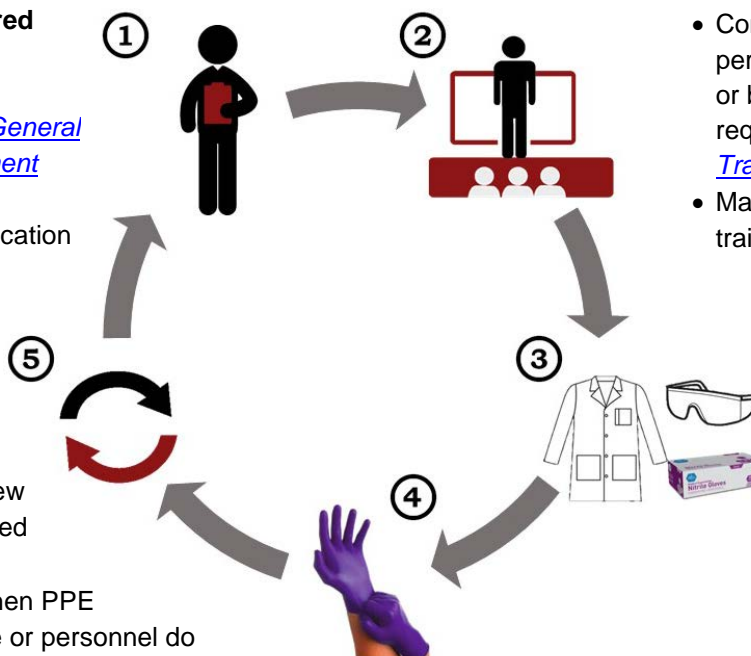
Action Items for Supervisors and Principal Investigators/ Lab Supervisors¹

Complete PPE assessment to identify hazards and required PPE:

- Use the [Laboratory PPE Assessment Tool](#) or the [General Work Area PPE Assessment Tool](#).
- Maintain the written certification of PPE assessment.

Update as needed:

- Revise PPE assessment when new hazards are introduced into the work area.
- Retrain personnel when PPE requirements change or personnel do not use PPE properly.



Train personnel:

- Conduct PPE training when personnel join the lab/group or before they perform work requiring PPE. See [PPE Training Guidance](#).
- Maintain documentation of training for at least one year.

Provide PPE:

- For guidance, refer to *Where to Acquire Personal Protective Equipment*.

Ensure Proper PPE Usage

- PPE must be worn, maintained, replaced, and disposed of properly.

Additional Information

- [Stanford University Personal Protective Equipment \(PPE\) Frequently Asked Questions \(FAQs\)](#)
- [Stanford University Personal Protective Equipment Program](#)

For assistance with determining PPE needs or site-specific training, call EH&S for support at (650) 723-0448.

¹ The PI/Lab Supervisor may assign a designee to carry out the above efforts, but it is ultimately their responsibility to ensure completion.