



CLOTHING AND PERSONAL PROTECTION EQUIPMENT POLICY

A code of general principles on Personal Protective Equipment (**PPE**) has been adopted by Hender Lee Electrical and Instrumentation Contractors Pty Ltd.

This policy is to ensure the safeguarding of employees from workplace hazards.

In particular terms of this policy the Hender Lee Management:

- Are committed to provide the necessary PPE as per listed below
- Endorse attention to health and safety as an integral part of the Companies activities.
- Take every possible measure to eliminate the causes of accidents within the field of operations.

Purpose of the PPE Policy

- PPE aims to protect employees from exposure to the workplace hazards and reduce risk of injury.
- It should be used when other control methods are inadequate or infeasible.
- PPE complements other safety measure.

Hender Lee Electrical will supply the following at the commence of employment:

- Eye and Face Protection
- Head Protection
- HLE Nominated Long Sleeve Shirts x 2

After completion of your probation period the following will be issued:

- HLE Nominated Long Sleeve Shirts x 3
- HLE Nominated Trousers x 5
- Boot allowance of up to \$150.00 will be paid after completion and then every 11 months of continuous service

Responsibilities

- **Supervisors and Employees:**
 1. Properly use, maintain, and clean PPE,
- **Uniform controller**
 1. Maintain records
 2. Select and purchase PPE

All Hender Lee employees have a responsibility to support and uphold this policy.

Allan Hender, Managing Director

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BUREAU VERITAS
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