

# Toolbox Talk: Personal Protective Equipment Usage

## Purpose

This toolbox talk provides an overview of the correct usage and importance of Personal Protective Equipment (PPE) in the workplace.

## Key Points

- PPE protects employees from workplace hazards.
- Always wear the required PPE for your task and environment.
- Inspect PPE before use and report damage immediately.
- PPE is the last line of defense.
- Proper storage, cleaning, and maintenance of PPE are essential.

## Types of PPE

Type	Examples	Hazards Protected
Head Protection	Hard hats, helmets	Falling objects, bumps
Eye & Face Protection	Safety glasses, goggles	Chemical splashes, debris
Hearing Protection	Ear plugs, ear muffs	Loud noise
Hand Protection	Gloves	Cuts, burns, chemicals
Foot Protection	Safety boots, shoes	Falling objects, sharp materials
Respiratory Protection	Masks, respirators	Dust, fumes, vapors
Body Protection	Coveralls, vests	Chemical spills, weather

## Discussion Questions

1. What types of PPE do you use most often on this site?
2. Can you identify potential hazards that require PPE today?
3. Have you encountered any damaged or inadequate PPE recently?
4. How do you properly care for your PPE?

## Sign-Off

By signing below, you acknowledge that you have participated in this toolbox talk and understand the importance of proper PPE usage.

\_\_\_\_\_  
Participant Name

\_\_\_\_\_  
Date