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U. S. DEPARTMENT OF THE INTERIOR
OFFICE OF SURFACE MINING
RECLAMATION AND ENFORCEMENT
DIRECTIVES SYSTEM

Subject Number:

ADS - 4

Transmittal Number:

560

Date: 07/28/89

Subject: Personal Protective Equipment

Approval: *[Signature]* Title: Acting Director

1. Purpose. This directive establishes policy and procedures for obtaining, using and wearing protective equipment by the Office of Surface Mining Reclamation and Enforcement (OSMRE) personnel performing official duties.
2. Summary. This directive reflects the following changes to OSMRE Directive ADS-4 dated May 8, 1987:
 - a. Protective rain gear is now included as an authorized category of protective equipment (paragraph 4(b)(4)).
 - b. Personal protective equipment related to aircraft usage is included and referenced in the text (paragraph 4(b)(5)).
 - c. The specifications for parkas are changed and additional sources of purchase are authorized (paragraph 4(b)(7)).
 - d. The authorized limit for purchase of safety boots is raised from \$60 to \$125 (paragraph 4(b)(7)).
 - e. The purchase of safety glasses (including prescription safety glasses) is clarified (paragraph 4(b)(7)).
 - f. Assistant Directors Eastern/Western Field Operations, and Field Office Directors, are authorized to prescribe additional equipment and/or standardized specifications within their areas of jurisdiction based upon local conditions (paragraph 4(b)(7)).
3. Definitions. None
4. Policy/Procedures.
 - a. Policy. It is the policy of OSMRE to provide its employees safe and healthful working conditions and to comply with all applicable Occupational Safety and Health Administration (OSHA) and Mine Safety and Health Administration (MSHA) standards. Appendices Numbers 1 and 2 to this directive provide OSHA standards that pertain to personal protective equipment. MSHA protective clothing standards for surface mines are provided in Appendix Number 3.

b. Procedures.

(1) Active Surface Mines and Underground Mines. Employees with jobs requiring them to visit operating mines shall, as a minimum, wear protective clothing as required by the Mine Operator. In all cases, OSMRE employees who visit working areas of surface mines and surface areas of underground mines will wear safety glasses, hard hats and safety boots meeting the requirements of paragraph 4(b)(7) of this directive.

(2) Abandoned Mine Sites. Because the degree of hazards encountered at abandoned mine sites may vary from minimal to imminent danger, no specific single standard for personal protective equipment applies for all situations, although gas detection equipment should be made available and utilized. However, where the following conditions occur, the specified protection will be utilized:

(a) Uneven, rough terrain with no earthmoving or drilling operations. Sturdy work boots covering the ankle bone and with skid resistant soles shall be worn.

(b) Where earthmoving or drilling equipment is operating. The same protective clothing as specified for working in areas of active mines in paragraph 4(b)(1) must be worn.

(3) Acid handling. Employees handling acids or other hazardous liquids shall wear suitable protective gloves and safety glasses. If splashing occurs when transferring from one container to another, chemical goggles or face shields shall be worn.

(4) Additional Personal Protective Equipment. Field Office Directors or Assistant Directors for Eastern and Western Field Operations shall evaluate particular situations not covered by the above criteria and, where deemed advisable or required by applicable regulations, prescribe additional protective equipment for mandatory wear and/or use. Such equipment may include but is not limited to:

(a) Harnesses, lanyards and rope for tying off at shafts, pits, high walls, sink holes, etc.

(b) Chemical or flame retardent jumpsuits

(c) Special liquid or chemical hazard resistant industrial gloves

- (d) Ear plugs
- (e) Self contained breathing apparatus
- (f) Disposable dust respirators for excessive road or other nuisance dust
- (g) Self-rescue devices
- (h) Snake leggings
- (i) Parkas
- (j) Protective rain gear such as:
 - (a) Hooded Jacket (water resistant)
 - (b) Bib Overall/Rubberized Trousers
 - (c) Twill Coverall (water resistant)
 - (d) Rubberized Over-The-Shoe Boots

(5) Aircraft/Helicopter Passengers. OSMRE employees and official passengers on aircraft employed in special use activities must, while on board such aircraft, wear the appropriate personal protective equipment specified in 351 DM 6.4E and OSMRE Directive ADS-14.

(6) Procurement. Employees with jobs requiring them to visit mine sites on a routine basis will be issued safety boots, safety glasses and hard hats at OSMRE expense, subject to the reimbursement limitations listed in 4(b)(7) below. OSMRE will not furnish work boots without steel toes.

For those employees with jobs requiring infrequent exposure to mine site hazards, protective equipment for common usage will be made available to each OSMRE office. Common usage equipment includes:

- (a) Hard hat shells (individual suspensions should be issued).
- (b) Visitor type eye protectors suitable for wearing over eye glasses.

- (c) Toe guards, for use over work boots.

Assistant Directors Eastern/Western Field Operations, and Field Office Directors shall determine which employees meet the criteria set forth in 4(b)(6) above for eligibility for OSMRE paid personal equipment.

(7) Purchase of Equipment. Equipment procurement will be made via standard purchasing procedures. All purchases must be approved by the Assistant Directors Eastern/Western Field Operations or Field Office Directors prior to purchase.

a. Safety Glasses. Regular safety glasses may be purchased through UNICOR. This includes prescription safety glasses, although costs of eye examinations are not reimbursable. An employee, however, may be reimbursed for their personal purchase of prescription safety lenses and frames with advance approval of the Assistant Director or Field Office Director and supported by a paid receipt. In addition, Assistant Directors or Field Office Directors may authorize glare resistant safety glasses where he/she has determined that glare protection is needed to prevent potential accidents. These instances will be documented and submitted with the request for reimbursement.

b. Safety Boots. Regular safety boots should be purchased through GSA sources. However, if an employee is unable to find a boot that fits, which is offered on schedule, and upon advance approval of the Assistant Director or Field Office Director, employees may be reimbursed for their personal purchase of safety boots up to a maximum amount of \$125 per pair, per year (supported by a paid receipt). Assistant Directors/Field Office Directors may waive the quantity of yearly safety boot purchases, per employee, based upon local conditions. All waivers will be documented and submitted with the request for reimbursement.

c. Parkas. Parkas may be purchased through a uniform vendor, or from local sources, at the discretion of the Field Office Director. In addition, because of the diversity in temperature extremes between Field Offices, Field Office Directors may choose to authorize either a heavier down-filled, or lighter weight fiber-filled parka. In either case, the parka must have the OSMRE emblem/patch sewn on the left shoulder and all parkas purchased by the Field Office must be uniform in color and appearance. Individual parka purchases will not exceed \$125 each, and Field Offices will follow standard purchasing procedures in attempting to obtain quantity discounts.

(8) Equipment Standards. Personal protective equipment must meet the following OSHA referenced standards and any receipts submitted shall so indicate.

(a) Safety glasses: American National Standards Institute (ANSI) Std. Z87.1-1968

(b) Hard hats: ANSI Std. Z41.1-1967

(c) Safety boots: ANSI Std. Z89.1-1969

(9). Private Citizens. Any private citizen accompanying an OSMRE Inspector on official business to a mine site shall be provided with the same personal protective equipment as required by this directive for OSMRE employees. Such equipment shall be returned to the OSMRE office upon completion of the visit.

5. Reporting Requirements: None

6. References: See attached appendix, 351 DM 6.4E and OSMRE Directive ADS-14

7. Effect on Other Documents: Supersedes Directive ADS-4, dated May 8, 1987.

8. Effective Date: October 1, 1988

9. Contact: Division of Management Services, Branch of Policy and Evaluation, Safety Manager (202) 343-8009.

10. Keyword: Protective Equipment; Safety Equipment

11. List of Appendices:

Appendix 1	29 CFR	1910.132	General Requirements
Appendix 2	29 CFR	1910.133	Eye and Face Protection
Appendix 3	30 CFR	77.1710	Protective Clothing; Requirements

Appendix 1
29 CFR 1910.132 - General Requirements
(OSHA STANDARD)

(a) Application.

Protective equipment, including personal protective equipment for eyes, face, head, and extremities, protective clothing, respiratory devices, and protective shield and barriers shall be provided, used, and maintained in a sanitary and reliable condition. This equipment is necessary because of possible hazards of processes or environment, chemical hazards, radiological hazards, or mechanical irritants encountered in a manner capable of causing injury or impairment in the function of any part of the body through absorption, inhalation or physical contact.

(b) Employee-owned equipment.

Where employees provide their own protective equipment, the employer shall be responsible to assure its adequacy, including proper maintenance, and sanitation of such equipment.

(c) Design.

All personal protective equipment shall be of safe design and construction for the work to be performed.



Appendix 2
29 CFR 1910.133 - Eye and Face Protection
(Excerpt)
(OSHA STANDARD)

(A) General.

(1) Protective eye and face equipment shall be required where there is reasonable probability of injury that can be prevented by such equipment. In such cases, employers shall make available a type of protector suitable for the work to be performed, and employees shall use such protectors. No unprotected person shall knowingly be subjected to a hazardous environmental condition. Suitable eye protectors shall be provided where machines or operations present the hazard of flying objects, glare, liquids, injurious radiation, or a combination of these hazards.



Appendix 3
30 CFR 77.1710 Protective Clothing; Requirements
(MSHA STANDARD)

Each employee working in surface coal mine or in the surface work areas of an underground coal mine shall be required to wear protective clothing and devices as indicated below:

(a) Protective clothing or equipment and face shields or goggles shall be worn when welding, cutting, or working with molten metal or when other hazards to the eyes exist.

(b) Suitable protective clothing to cover the entire body shall be worn when handling corrosive or toxic substances or other materials which might cause injury to the skin.

(c) Protective gloves shall be worn when handling materials or performing work which might cause injury to the hands; however, gloves shall not be worn where they would create a greater hazard by becoming entangled in the moving parts of equipment.

(d) A suitable hard hat or hard cap shall be worn in or around a mine or plant where falling objects may create a hazard. If a hard hat or hard cap is painted, nonmetallic based paint shall be used.

(e) Suitable protective footwear shall be worn.

(f) Snug-fitting clothing shall be worn when working around moving machinery or equipment.

(g) Safety belts and lines shall be worn where there is danger of falling; a second person shall tend the lifeline when bins, tanks, or other dangerous areas are entered.

(h) Lifejackets or belts shall be worn where there is danger of falling into water.

(i) Seatbelts shall be worn in a vehicle where there is danger of overturning and where roll protection is provided.