



Scope

This program¹ provides employees with the basic information on protecting their eyes from injury caused by risks in the workplace. This program is meant to be used with a full Personal Protective Equipment program.

Purpose

The majority of all eye injuries are the result of falling or flying objects, or sparks striking the eye. Most workers injured are either not wearing eye protection at the time of the accident or are wearing the wrong kind of eye protection for the job. The purpose of this program is to protect employees from potential damage to their sight from workplace hazards.

This Plan will be reviewed and updated whenever:

- New hazards are identified.
- Operations at the facility change that require a revision to this Plan.
- An accident investigation or safety audit warrant a Plan revision.

Member-Level Responsibilities

On the line below, list the job title of the person who has primary responsibility for oversight of this policy. _____

Member will ensure that:

- Operations and work areas are evaluated to determine personal protective equipment (PPE) requirements.
- PPE that conforms to applicable standards (e.g., American National Standards Institute (ANSI), National Institute for Occupational Safety and Health (NIOSH) is recommended and used. (See note below.)
- Records of hazard assessments performed to identify PPE requirements are maintained.
- Information and training on PPE, including requirements, use, limitations, proper care, maintenance, useful life, and disposal occurs.

¹ The content of this policy and procedure is based upon the following regulations:

- Pennsylvania Title 34, Part VIII, Bureau of Workers' Compensation – Chapter 129, Subchapter D §129.452; Group Self-Insurance Fund's AIPP Requirements
- Federal Occupational Safety and Health Administration (OSHA) regulations for General PPE Requirements, 29 CFR 1910.132
- Federal Occupational Safety and Health Administration (OSHA) regulations for Eye Protection, 29 CFR 1910.133
- Federal Occupational Safety and Health Administration (OSHA) regulations for Welding, Cutting and Brazing, 29 CFR 1910.252



Supervisors will ensure that:

- Eye and face PPE is readily available to employees working in areas or performing operations that require PPE for protection.
- The use of PPE when required to protect employee health and safety is enforced.
- PPE is properly stored and maintained.

Employees that wear eye or face PPE will:

- Use, maintain, and store it in accordance with the procedures and instructions provided by their supervisor or Administrator;
- Not use damaged or defective PPE; and
- Report all problems associated with PPE (i.e., damage, worn, or inadequate) to their supervisor.

All persons who enter or work in eye and face hazard areas must wear the protective eyewear or face protection noted on the Hazard Assessment form at the end of this procedure. This includes employees, visitors, researchers, contractors, or others passing through an eye/face hazard area.

PPE Supplies

Supervisors of eye/face hazard areas will acquire and maintain an adequate supply of PPE for each eye/face hazard area that will provide the maximum amount of protection possible. If personnel in such areas wear personal glasses, they will be provided with a suitable eye protector to wear over them.

General Safe Work Practices

The following general eyewear guidelines will be followed by supervisors and employees in all eye/face hazard areas:

- Wearers of contact lenses must also wear appropriate eye and face protection devices in a hazardous environment.
- Side protectors will be used on glasses or spectacles when there is a hazard from flying objects.
- Goggles and/or face shields will be used when there is a hazard from chemical splashes.
- Face shields will only be worn over primary eye protection (safety glasses or goggles).
- Eye protection must not interfere with the function of other required PPE.
- Eye protection must not restrict vision or movement.
- Eye protection will be cleaned and disinfected after each shift.
- Equipment fitted with appropriate filter lenses will be used to protect against light radiation. Tinted and shaded lenses are not considered filter lenses unless they are marked or identified as such.
- Eye and face PPE must be distinctly marked with the manufacturer's identification.



Prescription Safety Eyewear

Any employee who wears prescription lenses while engaged in operations that involve eye hazards will wear eye protection that incorporates the prescription in its design, or will wear eye protection that can be worn over the prescription lenses (e.g., goggles or face shields) without disturbing the proper position of the prescription lenses or the protective lenses.

Emergency Eyewash Facilities

Emergency eyewash facilities meeting the requirements of ANSI Z358.1 will be provided in all areas where the eyes of any employee may be exposed to corrosive materials. These eyewash stations will be capable of providing 1.5 liters of water per minute for at least 15 minutes. The water used will be clean, potable, and tepid. All such emergency facilities will be located where they are easily accessible in an emergency.

Emergency eyewash stations will be inspected monthly to ensure they are readily accessible, and flow tested at least quarterly to ensure the station has appropriate flow rate and to flush any sediments that might have collected in the station plumbing.

Employee Training

Training is to be provided to each employee who is required to use eye or face PPE in at least the following:

- When PPE is necessary;
- What PPE is necessary;
- How to properly put on, take off, adjust, and wear PPE;
- The limitations of the PPE; and
- The proper care, maintenance, useful life, and disposal of PPE.

When there is a reason to believe that any affected employee, who has already been trained, does not have the understanding and skills required to use the PPE, the employee will be retrained.

Circumstances where retraining is required include:

- Changes in the workplace render the previous training obsolete; *or*
- Changes in the types of PPE to be used that render previous training obsolete; *or*
- Inadequacies in an affected employee's knowledge or usage of the PPE.

Each affected employee will demonstrate an understanding of the training and the ability to use PPE properly before being allowed to perform work requiring the use of PPE. Documentation is to include: the name of each employee trained, the date(s) of training, and the subject.



Recordkeeping

Records of eye and face protection training (dates, employee attendance, and name of trainer) will be maintained for five years.

Inspection documentation will be maintained for at least a year to provide details for the annual safety program effectiveness review.

Note: A mostly voluntary national consensus standard, American National Standards Institute (ANSI) Z87.1-2010, *Practice for Occupational and Educational Eye and Face Protection*, establishes performance criteria and testing requirements for devices used to protect the eyes and face from injuries from impact, non-ionizing radiation, and chemical exposure in workplaces and schools.

Most manufacturers have chosen to comply with revisions to the Z87.1 standard. Federal rules (29 CFR 1910.133) require that eye protectors comply with the 1989 version of the Z87.1 standard. The standard includes descriptions and general requirements, as well as criteria for testing, marking, selection, use, and care. It does not apply to hazardous exposure to bloodborne pathogens, X-rays, high-energy particulate radiation, microwaves, high-frequency radiation, or lasers.



Element 14.3b – Sight Conservation Program

Hazard Assessment Form

Hazard Category	Sources of Injury	Work Tasks or Areas	PPE to be Worn
Penetration	Sharp objects that could pierce the eye or face.		
Impact or Compression	Motion (i.e., machinery or processes where any movement of tools, machine elements, or particles could exist, or movement of personnel that could result in collision with stationary objects.) Falling objects or potential for dropping objects.		
Chemical	Exposures to corrosive, acidic, caustic, toxic, flammable, explosive, reactive, or carcinogenic chemicals in liquid, vapor, or gas form.		
Heat	High temperatures from furnaces, hot equipment, molten metal, pipes, heat vents, and other sources that could result in burns, eye injury, or ignition of protective equipment.		
Harmful dust	Operations that produce harmful dusts.		
Light (optical) radiation	Welding, brazing, and cutting, and heat treating operations; furnaces; high intensity lights.		
Pathogens	Blood or other body fluids.		
Electrical	Electrical panels, wires, conduits, and electrical equipment that can shock or electrocute.		
Other			