# Personal Protective Equipment Requirements

## Personal Protective Equipment General Requirements

6.1.1 Personal protective equipment falling within the scope of TR CU 019/2011 Technical Regulation of the Customs Union “On the Safety of Personal Protective Equipment” shall have valid certificates/declarations confirming that the PPE meets the requirements of the Technical Regulation. PPE suppliers shall provide the PPE that does not fall under the scope of TR CU 019/2011 with an exemption letter confirming that the materials do not fall under the scope of the Technical Regulations.

If the company has established additional requirements for PPE, compliance with these requirements shall be confirmed by test reports, certificates/declarations issued by other (foreign, etc.) validators

6.1.2 Personal protective equipment shall not change its properties during washing, dry cleaning and disinfection.

6.1.3 Personal protective equipment shall be applied seasonally. In order to avoid hypothermia, freeze burns, and slippage, it is forbidden to use summer PPE for outdoor work with the onset of the cold season (average daily temperature does not exceed +10 °C).

6.1.4 Personal protective equipment shall be applied strictly according to the manufacturer’s operational documentation, as well as in accordance with the requirements of labour safety regulations approved by organisational units.

6.1.5 PPE shall be correctly sized.

6.1.6 When planning and preparing work, it is necessary to determine the mandatory set of PPE for all participants of the work process, depending on the presence of hazardous factors identified during the pre-job hazard assessment, worksite visit, and also taking into account the following requirements:

* Requirements of manufacturers' passports for substances and equipment used in the technological process;
* Requirements of industry labour safety rules;
* Company safety requirements stipulated by local regulatory acts (HSE standards and procedures, labour safety instructions for work activities, production instructions);
* The results of a special assessment of working conditions and production control for this place of work.

## SAFETY OVERALLS REQUIREMENTS

6.2.1 To work in areas with the possible presence of hydrocarbons, safety overalls shall be made of fire-resistant materials and feature antistatic properties.

6.2.2 Fire-resistant safety overalls shall cover the body completely (from neck to ankles and from shoulders to wrist).

6.2.3 It is forbidden to independently make structural changes to the design of safety overalls (hemming, repair, etc.)

6.2.4 Fire-resistant safety overalls shall always be used as outerwear unless it is necessary to wear protective clothing of a different type (chemical safety suit, waterproof coat, welder’s leather overalls, disposable protective suit).

6.2.5 Winter safety overalls shall have sufficient heat-insulating properties for winter work in the IV climatic zone. Winter safety overalls shall include fire-resistant insulation.

6.2.6 Everyday safety overalls shall be brightly coloured to increase the employee's visibility. The safety overalls' corporate colour is orange.

6.2.7 Everyday safety overalls shall feature reflective elements.

6.2.8 Safety overalls shall provide the highest possible level of ergonomics and comfort, improve user experience with the product and its individual elements.

## Foot Personal Protective Equipment Requirements

6.3.1 To protect against forepart impacts, shoes shall have metal or composite toe-caps with impact resistance of 200 J (MUN 200).

6.3.2 To protect against punctures and cuts, shoes shall be provided with puncture-proof (metal or kevlar) insoles with puncture resistance of at least 1,200 N.

6.3.3 Shoes shall feature antistatic properties, protect against oil and oil products. In high humidity conditions, waterproof shoes shall be used.

6.3.4 The design of safety shoes shall include special elements to protect against ankle, foot arch and tibia impacts.

6.3.5 Winter safety shoes shall be slip resistant and protect against low temperatures.

6.3.6 In addition, it is necessary to use thermal socks in the cold season. When moving on slippery icy or snowy surfaces, it is imperative to use ice-traction shoe devices unless the use of these devices increases the risk of falling (on stairs, lift slabs, indoors). This requirement does not apply to offshore assets. Ice-traction shoe devices shall be intrinsically safe and properly labelled.

6.3.7 For protection when working with electrical installations, it is necessary to additionally use non-conductive boots.

6.3.8 If exposure to vibration is possible, the vibration-absorbing insoles shall be additionally used.

## Head Protective Equipment Requirements

6.4.1 In the areas with a danger of head injuries, personnel shall use safety helmets.

6.4.2 The helmet's inner headband shall be correctly sized to fit the head so that the required space remains between the helmet body and the headband. It is forbidden to modify or change the internal support system of the helmet or to place any objects between the head and the headband.

6.4.3 Helmets with damaged body or internals integrity as well as exposed helmets shall be replaced with new ones.

6.4.4 In the cold season, a helmet liner shall be used.

6.4.5 The helmet shall provide a secure fit on the head. When working at height, the use of a chin strap is mandatory.

6.4.6 It is recommended that newly hired staff and visitors of assets shall be provided with green helmets.

## Eye and Face Protective Equipment Requirements

6.5.1 To protect the eyes from exposure to particulates and radiation glare, staff shall use safety glasses. If there is a risk of eye contact with splashing non-corrosive liquids, closed glasses with indirect ventilation shall be used. To protect the organs of vision from corrosive gases and splashing liquids, closed sealed chemical goggles or protective shields shall be used in accordance with the requirements specified in the Safety Data Sheet of the substance. Face shields shall be used in addition to safety glasses when type of work associated with risk of face physical impact. Sand blasting, grinding or surface cleaning.

6.5.2 Wearing contact lenses with certified eye protection is allowed when it is not explicitly prohibited by the rules of work or instructions.

6.5.3 If it is necessary to use eye protection, which cannot be used together with medically prescribed glasses, the employer shall provide prescription eye protection.

6.5.4 In conditions when undistorted colour rendering is important, the use of glasses with a transparent lens is recommended. The amber lens selectively absorbs blue light in the visible spectrum, provides higher contrast, is recommended for use in low-visibility conditions (fog, rain, snow, and twilight). A gray lens is recommended for protection against too bright sunlight.

6.5.5 Glasses shall feature anti-fogging properties and provide comfort during prolonged wearing.

## Hand Personal Protective Equipment Requirements

6.6.1 Protective gloves shall be used to protect hands from exposure to chemical, physical and biological hazards.

6.6.2 Before choosing gloves, it is necessary to determine the harmful factor affecting the hands. To protect against mechanical (shock, cuts, punctures), chemical, biological factors, exposure to low or high temperatures, gloves shall be selected according to the appropriate marking (Appendix L). When exposed to vibration, it is necessary to use vibration-absorbing gloves. Electrical work requires the use of non-conductive gloves; welding—welder's gloves. Additional recommendations on the selection of hand protection are presented in the Labour Safety Instructions for the work associated with the risk of hand injury 1000-S-90-04-P-0435-00-R.

6.6.3 Every time before putting gloves on, employees should inspect them to make sure they do not have any sign of damage or wear and tear. Cuts, punctures, abrasions, and cracks in gloves may affect their protective properties and cause an injury.

6.6.4 In addition to regular monitoring and replacement in the event of physical wear and tear, hand protection shall be replaced if contaminated with substances such as lubricants, paints, drilling mud, or chemicals.

## Hearing Personal Protective Equipment Requirements

6.7.1 In the excessive noise areas (above 80dB) and/or where appropriate warning signs are installed, personnel shall wear the properly selected hearing protection appropriate to the noise level and the type of the work being performed.

6.7.2 Personal protective equipment for hearing organs shall not drown out the sound signals of danger.

6.7.3 The reuse of disposable earplugs is prohibited.

6.7.4 Hearing protection shall not exert excessive pressure on the auricle. If headphones are used, the headband shall not exert excessive pressure on the head.

## Respiratory Personal Protective Equipment (RPPE)

6.8.1 Respiratory personal protective equipment (RPPE) shall be used in the areas with a danger of inhalation of harmful substances (gases, vapours and particulates, such as dust, smoke, chemical fog, soot, and aerosols) if the concentration of such substances at the workplace reaches or exceeds the maximum permissible levels or there is a danger of insufficient oxygen in the air.

6.8.2 Before choosing a RPPE, it is necessary to determine the environmental conditions (type and concentration of harmful substances, oxygen content in the air). Depending on the type and concentration of harmful substances, respirators or respiratory filters for masks shall be selected with a corresponding effectiveness according to substances. The use of filtering RPPE is prohibited if:

* the harmful substance is unknown;
* the appropriate filter is not selected;
* the air oxygen content is less than 19 vol.%;
* the presence of harmful substances in the air with minor warning signs (faint odour, colourless, non-irritating the eyes and respiratory tract) is suspected;
* hazardous substances that can lead to instant negative effects on the human body are present in the atmosphere;
* in nonventilated areas.

6.8.3 When the use of filtering RPPE is prohibited, it is necessary to use supplied air RPPE given that operating conditions correspond to the manufacturer's instructions.

6.8.4 The staff that has undergone special training shall be allowed to work with the use of supplied air RPPE. Before issuing permit to conduct work with the use of RPPE, a workplace briefing shall be carried out. When using supplied air RPPE, the staff shall have a valid medical opinion on their eligibility to work using RPPE, while RPPE shall have a tag indicating time to last/next required service or inspection.

6.8.5 Before starting work, the staff shall be informed of the action restrictions that arise when RPPE is applied, in particular with regard to oral communication.

6.8.6 It is forbidden to combine components of various types of RPPE and use non-certified components.

6.8.7 The staff with appropriate qualification only shall be allowed to service and inspect RPPE. In addition to periodic inspections and maintenance, the RPPE shall be checked every time before use. After each use, the RPPE shall be inspected, cleaned, disinfected and removed for storage in accordance with the manufacturer's instructions. Repeated use of disposable RPPE is prohibited.

## Fall arrest equipment

6.9.2.1 In the areas with a danger of falling from height or where it is regulated by safety rules, the staff shall use fall protection equipment appropriate to the type of the work performed.

6.9.2.2 The use of a safety helmet with a fastened chin strap and a fall arrest harness with slings is mandatory in all cases with risks related to potential fall of employee from height of 1.8m and more, including:

* When ascending to heights above 5m or descending from heights above 5m using stairs with angle more than 75° to horizontal level;
* When working on platforms positioned closer than 2m from un-barricaded elevation drops of more than 1.8m and if the height of barrier is less than 1.1m;
* When there are risks related to potential fall of employee from height of less than 1.8m, if working above machinery or mechanisms, liquid or bulk fine materials, protruding parts.

6.9.2.3 The use of safety belts without harness to protect against falling from height is prohibited.

6.9.2.4 Safety belts, slings and other components of fall protection equipment shall be used in accordance with the manufacturer's recommendations. Any self-modification of these components is prohibited.

6.9.2.5 Restraint systems and components (with the exception of slings) that have experienced significant or full load shall be immediately identified as “defective” ones and removed from use. Further use of these components is possible only after verification and recognition of their usability. Slings that have experienced significant or full load shall be immediately identified as “defective” ones, removed from use, and disposed.

6.9.2.6 Maintenance and periodic checks of fall protection equipment are carried out in accordance with the requirements specified in the manufacturer's operational documentation.

6.9.2.7 Before issuing a permit to work with the use of fall protection equipment, the staff training shall be conducted.

## Requirements for personal cleansing and protective agents

6.10.1 When working with aggressive water-soluble, water-insoluble and combined substances and given the negative impact of the environment (external and other works associated with exposure to ultraviolet radiation of A, B, C ranges, exposure to elevated or low temperatures, and wind), it is necessary to use protective and regenerative (restoring) products (creams, emulsions, etc.) The use of these products is carried out by applying them to open, cleaned body areas after work.

6.10.2 In works related to hard-to-remove, persistent contaminants (oils, greases, soot, oil products, varnishes, paints, including printing paints, resins, glues, bitumen, silicone, graphite, various types of industrial dust, including coal dust, metal, etc.), in addition to solid toilet soap or liquid detergents, workers need to use cleansing creams, gels and pastes.

6.10.3 Means for protection against biological harmful factors (insects, arachnids) are used when working in areas with the seasonally observed mass flight of blood-sucking and biting insects (mosquitoes, midges, horseflies, gadflies, etc.) as well as the spread and activity of blood-sucking arachnids (ixodid ticks, etc.), taking into account the seasonal specifics of the region.

6.10.4 To protect the skin of the face, hands and other exposed parts from freeze burns and chapping under adverse weather conditions with wind, frost, rain and high humidity, protective creams are used. The use of these products is carried out by applying them to open, cleaned body areas 10–15 minutes before going outside.

6.10.5 It is allowed to provide employees with hypoallergenic cleaning and protective agents only.

6.10.6 Application, storage, transportation, and disposal shall be carried out in accordance with the requirements of the Safety Data Sheet of chemical products.

## PPE at marine units.

6.11.1 Personnel working at the places with risk of accidental fall into water at offshore assets, ships, and port waters facilities shall wear life jackets to ensure that an unconscious person fallen into the water is turned over and held face up over the water. Meanwhile, the life jacket shall feature a buoyancy of at least 27.5 kg (275 Newton).

6.11.2 When carrying out work within the coastline and in the immediate vicinity of the water, it is also obligatory to use the life jackets to ensure that an unconscious person fallen into the water is turned over and held face up over the water. Their buoyancy shall be at least 15 kg (150 Newton).

6.11.3 All life jackets must comply with the requirements of the International Life-Saving Appliances Code (LSA), SOLAS 74/96, (IMO) MSC.81 (70), MSC.A.689 (17) resolutions of the International Maritime Organisation.

6.11.4 To transfer personnel between ship and offshore units using the FROG capsule, the transferred personnel shall obligatory wear immersion survival suit made of flame-resistant antistatic materials with positive buoyancy and underlining.