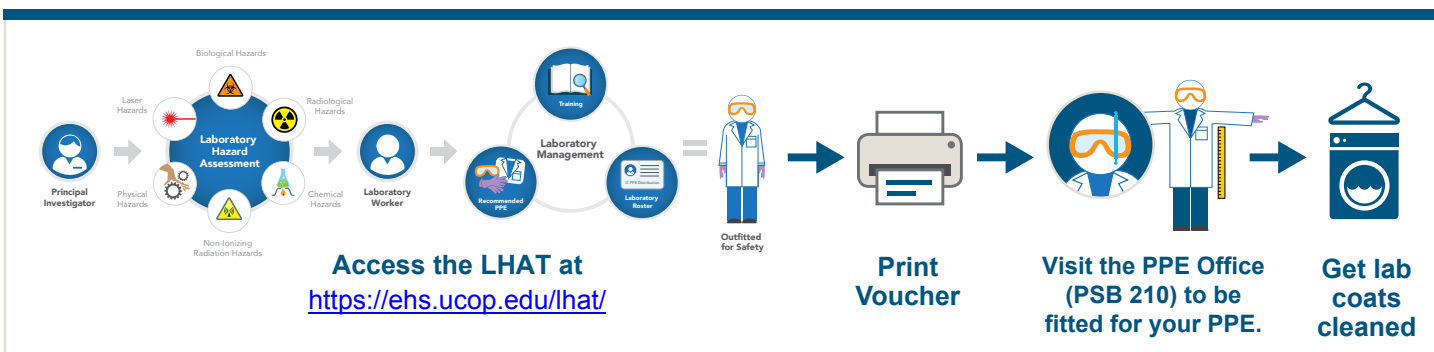




# UC Santa Cruz 4-Step PPE Process

The following four steps are to be completed when

- 1) A new laboratory worker starts, and/or
- 2) Hazards or processes change

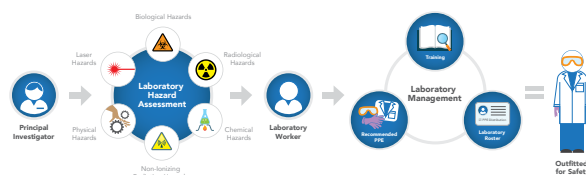


## 1

### Principal Investigators (PI)

Use the Laboratory Hazard Assessment Tool (LHAT) to:

- Create lab groups
- Assess workplace hazards to determine appropriate PPE
- Add staff and lab workers associated with group
- *Optional - Assign a delegate to perform some functions (add/remove lab members, update PPE, initial hazard assessment)*
- **Questions about LHAT?** Contact EH&S at [lhat@ucsc.edu](mailto:lhat@ucsc.edu)



Documented in LHAT

## 2

### Lab Worker

Use LHAT to:

- Associate with a lab group
- Review hazard assessment
- Watch the Outfit for Safety Training video, review PPE guide, and complete quiz
- Print a PPE voucher
- **Questions about LHAT?** Contact EH&S at [lhat@ucsc.edu](mailto:lhat@ucsc.edu)



Watch Video



Read PPE overview



Take Quiz



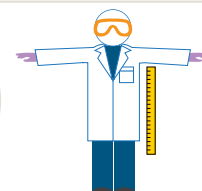
Print Voucher

Documented in LHAT

## 3

### Fitting and Distribution

- Information on PPE Office hours is available on the [EH&S website](#)
- Take PPE voucher to PPE Office (PSB 210)
- **Questions about PPE?** Contact EH&S at [ppe@ucsc.edu](mailto:ppe@ucsc.edu)



## 4

### PPE Maintenance

- Safety eyewear should be stored safely, cleaned and inspected regularly. Contact the [PPE Office](#) for a replacement if eyewear becomes damaged.
- Lab coats are laundered by Mission Linen, and paid for by EH&S. Your laundry location is designated at the time of distribution. Mission is able to do minor repairs. Coats that have significant damage should be disposed of as standard waste; coats that have been contaminated should be disposed of as hazardous waste. Notify EH&S of any coats that have been disposed.

