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| Department: | Early Careers Development Team | From: | Michelle Spalding |
| To: | 2016 Science & Engineering Graduates | Date: | August 2016 |

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| Project title:  |  Personal Protective Equipment |
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What is Personal Protective Equipment?

Personal Protective Equipment (PPE) is equipment that will protect the user against health or safety risks at work. The Regulations covering PPE are the Personal Protective Equipment at Work Regulations 1992 (as amended).

Examples for PPE are safety helmets, gloves, eye protection, high-visibility clothing and safety footwear. Hearing protection and respiratory protective equipment provided for most work situations are not covered by these Regulations because there are other more specific regulations that apply to them. However, these items need to be compatible with any other PPE provided.

Why do we need PPE?

The main requirement of the Personal Protective Equipment at Work Regulations 1992 is that PPE is to be supplied and used at work wherever there are risks to health and safety that cannot be adequately controlled in other ways. The Regulations also require that PPE is:

* properly assessed before use to ensure it is fit for purpose
* maintained and stored properly
* provided with instructions on how to use it safely
* used correctly

All individuals working out and about on our sites will have their own PPE. PPE will be ordered for all Science & Engineering Graduates; these will be your items so please take them with you as you move locations, and ensure you adhere to the above guidelines at all times.

What PPE will I need?

The requirement for all Graduates is to have the following items of PPE:

* Overalls
* Safety Boots
* High-visibility Jacket
* Gloves
* Safety Helmet
* Safety Glasses
* Ear Defenders
* Head Torch

How to order PPE?

You can order your PPE through the following link: <http://www.surveymonkey.com/r/2016_graduate_PPE>. You will be asked to provide sizing information for particular items and will receive these, along with the remaining items listed above, in a holdall at your first assignment location.

Please ensure your survey is submitted by **Tuesday 16 August 2016**.

Questions

If you have any questions please contact Michelle Spalding by email earlycareers@edfenergy.com or by telephone 07875 112267.