

# SECURITY SPOTLIGHT

An Informational Guide for Securitas USA Clients and Employees

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## **PPE: Dress to Protect**

Someone braving out into a frigid winter's day gears up with gloves, a hat, a scarf, and a warm coat. A football player suits up with a helmet, shoulder and body pads, and a mouthpiece before a game. A gardener wears long pants, a long-sleeved shirt, gloves, a wide-brimmed hat and sunglasses.

All of these people dress to protect themselves from the hazards in their environment. The same goes for security officers who work at sites where hazardous materials are used, manufactured, transported or stored or where hazardous conditions exist.

#### Personal Protective Equipment (PPE)

Some client sites can occasionally be dangerous places, like when temporary construction is taking place. Others—like petrochemical and chemical facilities—are hazardous by nature and potential dangers exist on site at all times. The Occupational Safety and Health Administration (OSHA) requires employers to assess workplace hazards and determine what precautions are needed to help minimize injury to workers.

Workplaces use engineering, work-practice and administrative controls to eliminate or reduce the hazards on site. When these do not eliminate the hazard, personal protective equipment (PPE) is required. This means that PPE is the last barrier or line of defense between the wearer and the hazard.



PPE is generally categorized by

- the body part it protects—head, eye and face, hand and arm, foot and leg, body, and respiratory protection
- the hazard type—electrical, chemical, fall arrest

As a security officer, you may have a number of responsibilities regarding PPE. Depending on your assignment, you may be required to

- wear PPE
- issue PPE to people who are allowed access to a given area and collect it when they leave
- observe and report individuals who are violating PPE requirements
- do any or all of the above





Almost every Securitas security officer uses some sort of PPE on the job ranging from winter gloves, seatbelts and reflective vests to hard hats, safety goggles and respiratory devices. But even the highest-level PPE cannot protect you if you don't wear it.

Your post orders and on-site training inform you of any and all required PPE for your assigned post. These requirements can vary as site conditions change. It is critical that you know what your PPE requirements are and that you wear the appropriate PPE whenever and wherever it is required.

For more detailed information about PPE, check out the e-learning course, *Personal Protective Equipment (PPE) Overview* on our LMS.

#### Safety and Security

Many of our client sites devote large amounts of time and resources developing programs to ensure safe work habits. You may be required to take part in Site Orientation and Basic Safety programs. And you may even be responsible for administering site-specific safety programs to visitors, employees, or contractors.

Every job site is different. Each has its own safety and security policies and procedures specific to its function, location and the hazards that exist there.

The details about your job requirements and your role as a security officer are in your post orders and site-specific training.

### **Hazard Communication**

Chemicals are present in just about every workplace at varying levels. One of the most common uses of PPE is to protect the wearer from chemical hazards.

Container labels provide information on a chemical's potential hazards and precautions to take when handling it. Labels can tell you a lot about a chemical in a brief space (see attached).

More thorough information can be found on the chemical's material safety data sheet (MSDS). Every MSDS includes details about:

- The name(s) of the chemical and the company that manufactures it
- Hazards and potential health effects
- How to use, store and dispose of the material safely
- How to recognize symptoms of overexposure
- · First aid and emergency procedures

MSDSs are kept in specific locations on site such as the main gate entrance or the officer station. The spot will likely be clearly marked so MSDSs can be located quickly and easily.

The Securitas Hazard Communication e-learning course on our LMS provides an in-depth look at this topic along with interactive exercises, quizzes and an exam.

Note: Securitas USA, in all respects, complies with applicable state and federal laws pertaining to the wearing of PPE. If PPE is necessary for a particular site, employees should check with HR to ensure compliance with wage/hour laws.

This guide is for informational purposes only and does not contain Securitas USA's complete policy and procedures. For more information, contact your Securitas USA supervisor or account manager.



| <b>Chemical Name</b>  | Gasolii  |  | RATINGS   | Ratings   |
|---|--|--|---|---|
| <b>CAS Number</b><br>A number assigned by<br>Chemical Abstracts Servidentify a specific chemi | vice to 8006-61-9  | HEACH<br>HIZARD 3  | 4 - Extreme<br>3 - Serious<br>2 - Moderate<br>1 - Slight<br>0 - Minimal | Number association<br>for severity level of<br>chemical in its<br>hazard category   |
| Hazard<br>Health Hazards<br>Organ Hazards<br>Organs that may be<br>affected by the chemica    | ORGAN HAZA<br>liver, kidney  | SPECIFIC<br>HAZARC<br>ARDS: Eyes, skin, respiratory system, central nervou   |   | <ul> <li>NFPA Diamond<br/>Level of hazard in<br/>a given category</li> <li>Pictograms</li> <li>Required Personal Protection<br/>Equipment (PPE)</li> <li>Example of 3" x 5" NFPA Label</li> </ul> |
| HAZA  | RDOUS INFO   | DRMATION GUIDE   |   | NAL PROTECTIVE EQUIPMENT<br>REQUIREMENT SYMBOLS   |
| <ul> <li>4 EXTREME - Higon short-term ex</li> <li>3 SERIOUS - Tox</li> </ul>                  | <b>TH HAZARD</b><br>ghly toxic - May be fatal<br>xposure.<br>ic - Full protective suit<br>pparatus should be worn. | <ul> <li>FLAMMABILITY HAZARD</li> <li>4 EXTREME - Extremely flammable g<br/>or liquid. Flash Point below 73°F.</li> <li>3 SERIOUS - Flammable.<br/>Flash Point 73°F to 100°F.</li> </ul>   | gas   | Face Shield   |
| and face mask   | hing apparatus may   | <ul> <li>2 MODERATE - Combustible.<br/>Requires moderate heating to ignite<br/>Flash Point below 200°F.</li> <li>1 SLIGHT - Slightly combustible.<br/>Requires strong heating to ignite.</li> <li>0 MINIMAL - Will not burn under</li> </ul> | Safety  | Glasses Vapor Respirator  |
| SPECIFIC  | C HAZARD   | normal conditions.  INSTABILITY HAZAR  EXTREME - Explosive at room   | Safety (  | Goggles Dust Respirator   |
| OXIDIZER  | -  | temperature.   |   | 7   |
| ACID<br>ALKALI  | ACID<br>ALK  | <ol> <li>SERIOUS - May detonate if shocked heated under confinement or mixed with water.</li> <li>MODERATE - Unstable. May react</li> </ol>  |   | oots Safety Suit  |
| CORROSIVE<br>Use NO WATER<br>RADIATION  | COR<br>₩<br>♠  | <ul> <li>with water.</li> <li>SLIGHT - May react if heated or mi with water.</li> <li>MINIMAL - Normally stable.</li> </ul>  | h   | Air Line Hood   |
|   |  | Does not react with water.   | Glo   | oves or Mask  |