

Marshall Municipal Utilities
HEAD PROTECTION POLICY
Effective 07/01/2023

Purpose

To establish a program that will provide the necessary equipment for head protection and ensure its use.

Objective

1. Reduce the possibility and probability of injuries by minimizing the risk of injuries to the head by requiring hard hats in identified risk areas.
2. Encourage employees to wear head protection even where the hazard is minimal.

Procedure

Hard hats shall be worn by employees when their heads are exposed to hazards listed below. A hazard assessment shall be performed before each task to determine the need for hard hats. Hard hats may be obtained through the warehouse. Each supervisor shall be responsible for the availability and use of the proper head protection by his/her employees. Employees provided with hard hats are responsible for its maintenance and proper use as defined in the *MMU Guidelines for The Care and Use of Hard Hats*.

Protection

The governing factor on the wearing of hard hats is the danger or potential of head injuries from, but not limited to, falling or moving objects striking the top or sides of the head that could cause severe cuts, blunt force trauma, lacerations, or punctures; accidental contact with energized electrical conductors; as well as fixed objects that could cause severe cuts, blunt force trauma, lacerations, or punctures if the head were to strike against them.

Listed below are common situations that require protection:

1. Areas and work zones where employees (including Supervisors) are subject to objects falling from above or near items which could hit the head (hoist truck, load lines, backhoes, skid steers, line trucks, etc.).
2. Working below other workers who are using tools and materials which could fall or also working below machinery or processes which might cause material or objects to fall.
3. Working around energized electrical conductors.
4. Working around fixed objects, such as exposed pipes, beams, etc. where employees are subject to striking their head against these objects.
5. In general, any job site where large equipment is being operated or other such hazards exist that indicate head protection be worn as indicated within this policy.

Buildings and/or areas within buildings requiring hardhats to be worn will be clearly indicated by signs and/or floor markings when possible. **Note: The requirements established in this policy shall be followed in conjunction with the *MMU Guidelines for The Care and Use of Hard Hats*.**

The above operations are to be considered basic areas in which head protection is required. Other operations may require the wearing of head protection.