

Safety Headwear (Hard Hats)

SWP-010

1.0 Purpose

- 1.1 To provide guidelines for the proper use and care of hard hats.
- 1.2 This SWP does not address specialized hard hat assemblies such as those used with chainsaw or arc-rated face shields.
- 1.3 This SWP does not address bump caps.

2.0 Description (See Appendix A – Hard hat description)

- 2.1 Safety headwear is designed to protect the head from impact from falling objects, bumps, or splashes from chemicals or harmful substances and contact with energized objects or equipment.
- 2.2 Safety headwear consists of a shell and the suspension. These work together as a system and both need regular inspection and maintenance.
- 2.3 Safety headwear is part of the minimum required PPE at Yukon Energy.



Typical Yukon Energy plant signage.

3.0 Guidelines

- 3.1 Minimum requirement for safety headwear at Yukon Energy is CSA Type II, Class E; blaze orange¹ for hi-visibility (See Appendix B – CSA Hard Hat Classifications).
- 3.2 Hard hats meeting the equivalent ANSI Z89.1 standard are acceptable.
- 3.3 Safety headwear must be worn by a worker:
 - In any area where there is a danger of head injury from falling or flying objects; or, other harmful contacts;
 - When identified on the JSA/Tailboard; and,
 - In areas identified as a requirement by signage.
- 3.4 Wear hard hat as directed by the manufacturer.
- 3.5 Yukon Energy recommends that the in service date be recorded inside the hard hat (See Appendix C – Hard hat date of manufacture stamp).

¹ New YEC workers wear green safety headwear with reflective tape attached at front, back, and both sides.

- 3.6 DO NOT interchange components made by different manufacturers.
- 3.7 Hard hats should fit securely on the head with the suspension adjusted for a snug fit.
- 3.8 Other headwear worn under a hard hat (bandanas, welder's caps) should be worn smoothly on top of the head.
- 3.9 Baseball-style caps should not be worn under a hard hat; they will interfere with the ability of the suspension to work properly during an impact.
- 3.10 Headwear or liners worn under a hard hat must not contain metal.
- 3.11 Winter liners should be installed so that they DO NOT affect the proper fit or function of the hard hat.
- 3.12 Hard hats may only be worn in a reverse position if they are '*reverse donning*' approved.
- 3.13 DO NOT alter the shell or suspension of a hard hat.
- 3.14 DO NOT carry anything in the hard hat while wearing it.
- 3.15 Stickers applied to a hard hat must be non-metallic and not affect the shell (e.g., break down).
- 3.16 Stickers applied to a hard hat must not cover defects in the shell.
- 3.17 Reflective tape is permitted.
- 3.18 DO NOT apply solvents or paints to the shell.
- 3.19 DO NOT apply insect repellent or other chemicals to the shell or suspension.

4.0 Inspection, maintenance, and storage

4.1 Inspection

- 4.1.1 Inspect hard hat prior to each use.
- 4.1.2 Inspect shell for:
 - damage (cracks, dents, scratches, cuts/gouges, pitting, holes etc.)
 - lack of flex/brittleness; and,
 - lack of colour/dullness.
- 4.1.3 Inspect suspension for:
 - general damage and wear;
 - condition of connecting components/tabs;
 - torn or broken threads; and,
 - condition of straps.

4.2 Maintenance

- 4.2.1 Clean hard hat components with mild soap and water.
- 4.2.2 Thoroughly rinse and dry when cleaned.
- 4.2.3 Refer to manufacturer's instruction.

4.3 Storage

- 4.3.1 DO NOT store hard hat in direct sunlight (e.g., dash or rear window of vehicle).
- 4.3.2 Store in clean, dry area; where hard hat will not be exposed to damage.

5.0 Replacing a hard hat

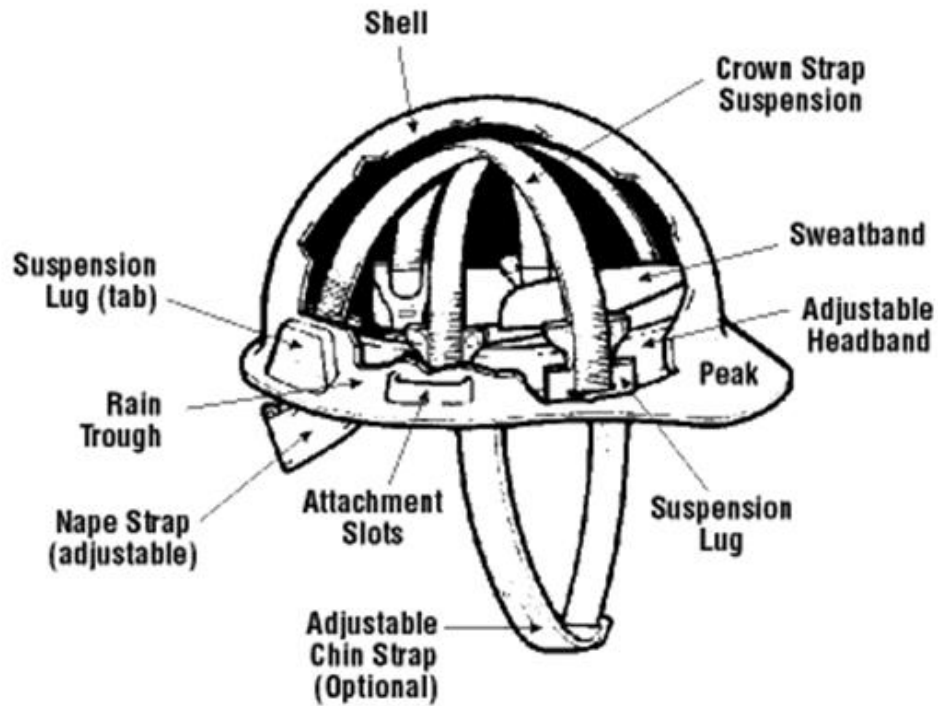
- 5.1 The lifespan of a hard hat is affected by normal use; and, by heat, cold, chemicals and ultraviolet rays.
- 5.2 Replace hard hat components as recommended by manufacturer.
- 5.3 Replace a hard hat:
 - that is pitted, holed, cracked or brittle;
 - that has been subjected to an impact; even if damage is not readily visible; or,
 - If the condition of the hard hat is in doubt.
- 5.4 Yukon Energy recommended replacement criteria (based on daily usage):
 - Replace suspension every (1) year;
 - Replace shell every 5 years (from in service date); or,
 - If the condition of the hard hat components is in doubt.

6.0 Reference documents

Headwear, Care of (Canadian Center for Occupational Health and Safety).

CSA Z94.1; Industrial protective headwear- Performance, selection, care, and use (Standards Council of Canada).

Appendix A – Hard hat description²



² Source – Canadian Center for Occupational Health and Safety; Headwear, Care of

Appendix B – CSA hard hat classifications³

Industrial protective headwear — a hat or cap that is designed to protect the head of an industrial, construction, mining, utility, or forestry worker against impact, penetration, and/or electrical shock and is held in place by a suitable suspension.

Note: *In this Standard, “headwear”, “headwear product”, and “protective headwear” are alternate terms for the term “industrial protective headwear”.*

Class C — headwear that does not provide dielectric protection.

Class E — headwear that provides protection against an applied voltage increasing at a uniform rate of 1000 ± 50 V/s up to a maximum of $20\,000$ V $\pm 3\%$ with the maximum voltage maintained for 3 min.

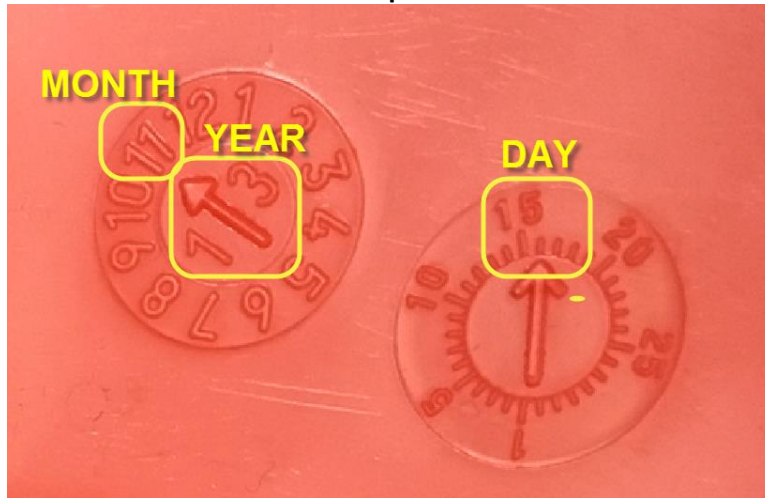
Class G — headwear that provides protection against a maximum voltage of 2200 V $\pm 3\%$ for 1 min.

Type 1 — headwear that provides impact and penetration protection for the crown only.

Type 2 — headwear that provides impact and penetration protection for the crown and laterally.

³ Source – CSA Z94.1; Industrial protective headwear — Performance, selection, care, and use

Appendix C – Hard hat date of manufacture stamp



Example of date of manufacture; NOT the in service or expiry date used for replacement.

This example shows that hard hat was manufactured November 16 2013.