

Appendix B

Personal Protective Equipment Training Certification Form

Employee's Name: _____ Employee ID No. _____

Job Title/Work area: _____ Employer: _____

Trainer's Name (person completing this form): _____

Date of Training: _____

Types of PPE the employee is being trained to use:

List all equipment. Include **brand, model, and size** information where applicable.

The following information and training on the personal protective equipment (PPE) listed above were covered in the training session:

- ✓ What work place hazards the employee faces, the types of personal protective equipment that the employee must use to be protected from these hazards, and how the PPE will protect the employee while doing his/her tasks.
- ✓ When (under what conditions) the employee must wear or use the personal protective equipment.
- ✓ How to use the personal protective equipment properly on-the-job, including putting it on, taking it off, and wearing and adjusting it (if applicable) for a comfortable and effective fit.
- ✓ How to properly care for and maintain the personal protective equipment: look for signs of wear, clean and disinfect, and dispose of PPE.
- ✓ The limitations of personal protective equipment: PPE alone cannot protect the employee from on-the-job hazards.

Note to employee: This form will be made a part of your personal file. Please read and understand its contents before signing.

(Employee) I understand the training I have received, and I can use PPE properly.

Employee's signature _____ Date: _____

(Trainer must check off)

_____ Employee has shown an understanding of the training.

_____ Employee has shown the ability to use the PPE properly.

Trainer's signature: _____ Date: _____