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## 1. BI Personal Protective Equipment (PPE) Policy

- a. The appropriate personal protective equipment (PPE) is required at all times within the BI laboratories, by visitors, trainees and all others.
- b. The nature of the PPE worn will vary according to the substance SDS/PSDS and findings obtained from the user's job hazard analysis. Refer to the appropriate SDS/PSDS, BI Training Policy and RMM #320: PPE Program.
- c. Long hair is to be tied back or restrained to avoid contact with hands, specimen, containers and/or equipment.
- d. Jewelry, scarves or other accessories should be removed if they interfere with PPE or safety protocols, or if there is a risk of injury or exposure.
- e. Open wounds, cuts, scratches or grazes should be covered with waterproof dressings, whereby the dressing adhesive surrounds the affected area.
- f. Street clothes and back packs will be kept separate from laboratory clothing and the laboratory area. BI users may use the BI locker area, located following the main BI entrance.
- g. Visitor PPE (e.g. laboratory coats) are available upon request from BI staff.

### 1.1. Foot and Leg Wear

- a. Sensible footwear with closed-toes and closed-heels are required.
- b. Long pants are required. Shorts and skirts are NOT permitted.
- c. Refer to RMM #312: Foot Protection Program.

### 1.2. Laboratory Coats

- a. Laboratory coats, knee-length, are required upon entry into BI laboratories.
- b. Laboratory coats will be provided by the BI user's supervisor. Laboratory coats may be shared within a lab group; sharing is at the discretion of the user(s) and supervisor and may depend on hazards and associated tasks.
- c. Prior to bringing a laboratory coat into the BI facility, BI users are encouraged to register new laboratory coats with the McMaster Laundering Service. See below.
- d. Each laboratory coat will be hung on one hook and will not be hung on top of one another. Users may sign out a laboratory coat hook in the BI laboratory area.
- e. BI users should only use their own laboratory coat unless authorized to share a laboratory coat with other users.
- f. Entry into BSL-2 laboratories will require an additional laboratory coat to remain in the BSL-2 containment zone. Refer to the BI Biohazardous Work Policies.
- g. BI users will not drape laboratory coats on the back of chairs, or over equipment.
- h. Given the BSL rating of all BI laboratories, laboratory coats must remain in BI laboratory areas unless decontaminated by BI staff. Decontamination procedures will depend on exposure risks to biohazardous agents. After decontamination, laboratory coats may then be removed permanently or laundered.

- i. Abandoned laboratory coats will either become BI property or be discarded.

### **1.2.1. Disposable Laboratory Coats**

- a. Disposable laboratory coats are permitted.
- b. Disposable laboratory coats will be disposed of according to the contaminant (e.g. hazardous or biohazardous). Refer to the BI Waste Disposal Policy.

### **1.2.2. McMaster Laboratory Coat Laundering**

- a. Laboratory coats are not to be taken home to be laundered.
- b. For information on McMaster's laundry service:  
<http://www.workingatmcmaster.ca/med/document/Lab-Coats-Procedure-1-36.pdf>
- c. To use the McMaster in-house laundering system, laboratory coats must be labeled *prior* to usage and laundering. Labeling can be performed by the HSC Linen facility (yellow section, near receiving).
- d. Dropped off laundry takes one week to return to the linen area.

### **1.3. Gloves**

- a. BI users will wear disposable latex or nitrile gloves when handling hazardous or biohazardous substances, especially when there is a risk of direct contact.
- b. BI users should replace gloves frequently and wear gloves over the wrists of the laboratory coat, rather than worn inside.
- c. BI users will dispose of gloves according to the contaminant (e.g. hazardous or biohazardous). Refer to the BI Waste Disposal Policy.
- d. Users should not wear gloves when handling common equipment, such as computer keyboards, touch screens, and door handles.
- e. Users should wash hands frequently with disinfectant soap, especially following glove removal and when handling materials known or suspected to be contaminated, and before exiting BI laboratories.
- f. BI equipment that requires specific hand protection (e.g. heat-resistance or cold-resistant gloves) will have the appropriate protection nearby.
- a. Refer to RMM #321: Hand Protection Program.

### **1.4. Face/Eye Wear**

- a. Masks and safety glasses will be required when handling hazardous and/or biohazardous substances, and for some procedures, especially those with risk of splashing and/or flying objects.
- b. Protective eyewear is required when contact lenses are in use.
- c. It is the user's responsibility to obtain their own eye wear from their supervisor for working in BI laboratories.
- d. BI equipment that requires specific eye protection (e.g. face shield) will have the appropriate protection nearby.
- e. Refer to RMM #310: Eye Protection Program.

### **1.5. Hearing protection**

- a. If noise levels are perceived by BI users or staff to be potentially harmful, BI staff will arrange for a sound level survey by EOHSS.
- b. Should noise reduction initiatives be introduced, BI users must comply with wearing the appropriate hearing protection.
- c. Refer to [RMM 403: Noise Control and Hearing Protection Program](#).

### **1.6. PPE Documentation**

- a. PPE Poster