# nr randstad

### **PPE USE AND CARE INSTRUCTIONS**

#### Hard Hat

### USE

The hard hat is made to absorb the energy of an impact by partial destruction or damage to the shell or harness and even though such damage may not be readily apparent, any hard hat subjected to severe impact should be replaced. The attention of users is also drawn to the danger of modifying or removing any of the original component parts of the hard hat, other than as recommended by the manufacturer. Hard hats should not be adapted for the purpose of fitting attachments in any way not recommended by the manufacturer. Accessories and/or replacement harnesses, chin straps, ear defenders, visors and hard hat mounted lamps are available with fitting instructions from the manufacturer. Do not apply paint, solvents, adhesives or self-adhesive labels, except in accordance with the instructions from the manufacturer.

### FITTING AND ADJUSTMENT

For adequate protection your hard hat must be worn with the peak facing forward and be adjusted to the size of your head. To alter the fit, adjust the harness at the rear of the hard hat and ensure a comfortable fit is made around the crown of the head.

# **INSPECTION AND CARE OF THE HARD HAT**

The hard hat is a complete system consisting of shell and harness. The hard hat's useful life is affected by many factors including the cold, heat, chemicals, sunlight and misuse. The hard hat should be examined daily for obvious signs of cracking, brittleness or damage to either hard hat or harness. The date of manufacture is normally moulded into the peak of your hard hat. While the hard hat is free from defects it is suitable for its intended purpose. Under normal circumstances the hard hat should offer adequate protection for 2 3 years. Under no circumstances must a component other than the relevant manufacturer's component be used on a hard hat. The hard hat may be cleaned with the use of soap and warm water and dried with a soft cloth. The hard hat should not be cleaned with abrasive substances or solvents and must not be stored in direct sunlight or in contact with any solvents.

# hr randstad

### **High Visibility Vest**

### USE

To be effective HV clothing issued (Vest, Jacket & Trousers, etc.) shall be of a colour that will allow the wearer to stand out against the ambient background found in the working environment. The HV clothing issued for this purpose will be day-glo, or fluorescent colour (orange). The HV clothing issued also incorporates retro reflective material to make the wearer visible when seen in headlights, in poor lighting conditions or during darkness. To achieve this HV clothing issued has reflective strips at or below waist level and vertical strips on left and right side front and back. Due to the high-risk environment that exists, the HV clothing issued must be worn at all times when applicable.

# FITTING

The HV clothing issued must be comfortable and fit the wearer properly. It should cause the minimum of restriction in the wearer's movement.

### **INSPECTION AND CARE OF THE VEST**

- You are responsible for maintaining the equipment issued to you.
- Any deterioration or damage to the visibility properties of the issued HV clothing must be reported to your manager, who will arrange a replacement.
- To maintain the HV clothing; any dirt, oil, or any other substance degrading the visibility properties of the clothing must be removed using a mild detergent/water solution.
- You must to ensure the clothing is stored in an appropriate manner when not being used. Wet HV clothing must be allowed to dry, before storage.
- Any HV clothing becoming torn, damaged in any other way or heavily soiled (degrading the visibility properties of the reflective strips), must be replaced as soon as is practical.