

1. PURPOSE

This program covers the requirements associated with the selection, maintenance, training and use of Personal Protective Equipment (PPE) used to protect individuals from actual or potential safety and health risks including:

- Eye and face protection.
- Protective footwear.
- Head protection.
- Hand protection.
- Protective clothing.
- Hearing protection.
- Fall protection equipment.
- Respiratory protection.

2. WORK PLACE ASSESSMENT

Each workplace must be assessed to determine what hazards are present, or are likely to be present, which will require the use of Personal Protective Equipment (PPE). The assessment should include a walk-through survey, which entails observing all the work processes in the workplace and analysis of prior incidents and injuries.

3. HIERARCHY OF CONTROLS

Personal Protective Equipment (PPE) is only a supplement to engineering and administrative hazard controls. PPE is the last line of protection and is not to be used as the only form of protection.

4. SELECTION AND PURCHASE OF PPE

- Personal Protective Equipment (PPE) must be selected based on its appropriateness for the identified hazards.
- All Personal Protective Equipment (PPE) must conform to legislative requirements and the relevant Canadian Standards.
- KMC Mining has a list of preferred brands/models for Personal Protective Equipment (PPE). This choice of PPE conforms to standards and has been determined to be suitable for our work sites. These are the products that must be purchased, unless a suitable alternative is approved.

5. TRAINING

- Each employee who is required to wear Personal Protective Equipment (PPE) must receive training on the safe use, limitations and maintenance of the equipment.
- Training programs have been developed within the organization for specific Personal Protective Equipment (PPE). PPE, which requires additional, comprehensive training, includes, but is not limited to: Fall Protection Equipment, Hearing Protection and Respiratory Protection.
- Training for Basic Personal Protective Equipment (PPE) can be found through Safe Work Practices in the Safety Management System.

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6. HEAD PROTECTION

- Safety headwear is designed to protect the head from impact from falling objects, bumps, splashes from chemicals or harmful substances, and contact with energized objects and equipment.
- Hard Hats shall meet CSAZ94.1/ANSI Z89.1 standard.
- Hard hats are required on most worksites. Exceptions may include office building and pickup trucks depending on site-specific requirements.
- Head protection is made up of two parts: The shell and the suspension. Both parts must be compatible and maintained. If attachments are used, they must be designed specifically for use with the specific headwear.
- A hood of a sweater, toques, ball caps or hat must not be worn under the hard hat. Only approved headwear such as balaclava or hard hat liners are permitted to be worn.
- Proper care is required for headgear to perform efficiently. The service life is affected by many factors including temperature, chemicals, sunlight and ultraviolet radiation. The usual maintenance for headgear is simply washing with a mild detergent and rinsing thoroughly.
- Avoid using solvents or harsh abrasives to clean hard hats.
- Replace headgear that is pitted, holed, cracked or brittle.

7. EYE and FACE PROTECTION

- Eye and face protection equipment must meet CSA Z94 and/or ANSI Z87 standards.
- Employees will wear KMC approved eye protection in the required work areas. Exceptions would be in offices, enclosed equipment and vehicle cabs.
- Full-face shields are required for the following duties;
 - Using a pressure washer for any steaming duties.
 - When performing any grinding, chipping, gouging cutting or buffing, the following PPE is required:
 - Mono-goggles with a face shield
 - Safety glasses with a full welding mask
 - When spraying any degreasing chemicals, mono goggles must be worn in addition to face shield.
 - When fueling heavy equipment.
- Only approved prescription safety glasses will be allowed. At a minimum, prescription glasses must meet the required standards. Over The Glasses (OTG's) or mono goggles will be provided for those glasses that do not conform to these standards.
- The use of contact lenses must be approved for the task and location. Mono goggles may be required.
- Clean safety glasses/shields daily – more often if needed.

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- Replace pitted, scratched, bent and poorly fitted Personal Protective Equipment (PPE). Damaged eye protection will interfere with vision and will not provide protection it was designed to deliver.
- Do not modify eye/face protection.

8. CLOTHING and COVERALLS


- Proper clothing is required to ensure arms, legs and trunk of the body is protected from injury.
- The minimum standard requires that long pants cover the entire leg and that long sleeves are worn in any active work area. Shorts, tank tops, 3/4 shirts and shirtless attire are examples of non-acceptable work clothing.
- Short sleeve shirt need to be at least 6” from the shoulder and can be worn while operating closed cab equipment.
- Clothing must be in good condition. Excessively dirty, baggy or torn clothing is unacceptable.
- Reflective clothing must be worn in all work areas.
- Jewelry, necklaces, rings, ear rings, facial jewelry, bracelets, wrist watches or other similar items shall not be worn. Earring replacements will be plastic, flush mount, concave plugs only.
- All persons entering a KMC Mining work site must be properly clothed. The minimum standard requires that long pants cover the entire leg and that long sleeves are worn in any active working area. Short sleeve shirt need to be at least 6” from the shoulder and can be worn while operating closed cab equipment.
- All Maintenance personnel must wear coveralls. Welders and any other persons involved in hot work are required to wear fire retardant coveralls.

9. HAND PROTECTION

- Choose hand Personal Protective Equipment (PPE) that will protect against the hazards on the job. The selection of appropriate hand protection will depend upon the hazard involved and the MSDS sheet.
- Suitable gloves must be worn when handling materials that are sharp or jagged.
- Rubber, neoprene or synthetic gloves shall be worn when using chemicals, and where there may be skin contact.
- Leather gloves are for activities such as welding or work involving rough surfaces.
- Personal Protective Equipment (PPE) for the hands come in many forms, each designed to protect against certain hazards, and it is the responsibility of supervisors to ensure that adequate hand protection is provided in the workplace.

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10. FOOT PROTECTION

- Safety footwear is designed to protect against foot hazards in the workplace. The proper footwear will protect against compression, puncture injuries and impact.
- Protective footwear worn by employees must be Grade 1, CSA approved, bear the following symbols:
 -  (Green Triangle) Use where there is a danger of punctures.
- The minimum standard for work boot height is at least 6" high, must be above the ankle. Boots must be able to be fully laced up to provide ankle support.
- The safety foot wear must have soles made of Vibram™, Thermoplastic Polyurethane (TPU), rubber or oarprene.
- Electricians may have special requirements with safety footwear. Check with your supervisor.
- Lace boot fully and tie laces securely.
- Inspect your boots daily. Remove metal pieces that may be stuck to the soles.
- Replace damaged and/or defective footwear. Exposed steel toes and worn tread pattern on boots is an indication that the footwear needs to be replaced.
- In areas where safety boots are NOT required, we require personnel to wear shoes which cover the toes and heel of the foot. Open toed sandals, flip flops and shoes with excessive heel size are not appropriate for KMC Mining Facilities.

11. HEARING PROTECTION

- Hearing Protection Devices are required in designated areas, where a site-specific assessment has determined the need for hearing protection and while performing certain tasks.
 - Examples: Cab of Equipment, during walk around inspections, maintenance operations in the field and shop.
- All employees exposed to an 8 hour TWA of 85 dBA will be provided with a choice of two different earplugs and two different earmuffs.
- All employees exposed to an 8 hour TWA of 90 dBA will be required to wear either an earplug or an earmuff type-hearing protector.
- Employees exposed to an 8 hour TWA of 105 dBA will be required to wear both an earplug and an earmuff type-hearing protector.

12. HAIR and BEARD POLICY

- Hair must be secured while on the work site to prevent it from catching on a rotating machine or becoming a fire risk. Workers must use a hair net or other securing device to ensure hair does not fall below collar length.
- All personnel required or may be required to wear respiratory protection must be clean shaven. Facial hair that may interfere with the proper and effective sealing of respiratory equipment is not permitted.

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13. RESPIRATORY PROTECTION

- Before a respirator can be selected, a hazard assessment must be completed.
- Material Safety Data Sheets (MSDS) should be reviewed as part of the hazard assessment.
- Any employee required to wear a respirator must notify the employer of any medical conditions that may arise during the use of a respirator.
- Facial hair, which will interfere with the positive seal of a respirator, is not permitted with the use of a respirator.
- Respirator users must be fit tested with the make, model, style and size of the respirator they will be using.
- Employees must receive training in the proper fit, use, limitations, inspection, maintenance and recognition of adverse medical symptoms before being allowed to use a respirator.

14. FALL PROTECTION

- A *Fall Protection System* must be implemented when there is a risk of falling:
 - A vertical distance of 1.8 meters (6'); or
 - Where there is possibility of injury at less than 1.8 meters. E.g. falling into hazardous substances, materials or onto any operating machinery.
- "*Fall protection system*" means any of the following when used to protect a worker from a fall or minimize the risk from falling:
 - Guardrails.
 - Full body harness with a lanyard and/or lifeline and an anchor, and their related equipment; Fall Arrest or Travel Restraint System.
 - A safety net.
 - A control zone ("*Control zone*" means the area between an unguarded edge of a building or structure and a line which is set back a safe distance of 2 meters (6.6') with a safety monitor.).
- Appropriate guardrails must be installed, in a permanent work area, where there is a risk of personnel falling 1.2 meters (3.9') and less than 3 meters (9.8'). If guardrails are not reasonably practicable, a Travel Restraint System must be used.
- Personnel working in any certified aerial device or elevating work platform are required to use Fall Protection.
- When using Fall Arrest System, a worker must use an anchor point which is secure, immovable and above shoulder height.
- Employee shall inspect their safety harness, lanyard and Dee-rings or wear, damage and other deterioration before each use. Defective components shall be removed from service.
- Safety belts are prohibited for use for any Fall Protection System.

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