

PPE PROVISION AND MAINTENANCE ARRANGEMENTS

ARRANGEMENT — EMPLOYER FILE

How PPE is selected, issued, replaced, fit-tested and its use enforced — at no cost to the worker

KD-HSA-PP-008 Rev A0

Personal Protective Equipment at Work Regulations 1992, as amended in 2022 to cover limb (b) workers as well as employees: reg 4, suitable PPE where a risk cannot be adequately controlled by other means; reg 6, assessed before it is chosen; reg 7, maintained and replaced; reg 9, information and training; reg 10, used as instructed — and HSWA 1974 s.9, at no charge to the worker. COSHH 2002 reg 7 puts RPE last in the order of controls. The assessor asks how PPE is selected, issued, replaced and its use enforced; RPE issued to a face that has never been fit-tested is a common finding. The issue register is KD-INS-PE-030, the RPE and face-fit register KD-OH-RP-004, the harness inspection register KD-INS-HR-005, the talk KD-TBT-PP-018.

1 THE EMPLOYER

EMPLOYER / BUSINESS	RESPONSIBLE PERSON	DATE	REVIEW BY

2 HOW THIS BUSINESS DOES IT

THE MINIMUM STANDARD, AND WHAT IS TASK-SPECIFIC

HOW PPE IS SELECTED AND ASSESSED

ISSUE, REPLACEMENT, STORAGE AND INSPECTION

THE RULE ON WEARING IT, AND WHAT HAPPENS WHEN IT IS NOT

3 RECORDS THAT EVIDENCE THIS ARRANGEMENT

Tick what is held. Where the record does not exist yet, the tick is the action.

- ☐ PPE issue and replacement register signed by the person — KD-INS-PE-030
- ☐ RPE selection and face-fit test register — KD-OH-RP-004
- ☐ Harness and lanyard inspection register — KD-INS-HR-005
- ☐ The risk and substance assessments that call for each item — KD-RAMS, KD-COSHH and KD-OH ranges
- ☐ Toolbox talks on PPE, eye protection, hearing protection and RPE — KD-TBT-PP-018, KD-TBT-EY-041, KD-TBT-HP-042, KD-TBT-RP-043
- ☐ Purchase records showing what was bought and the standard it was bought to

WHERE THE RECORDS ARE HELD	KEPT BY	KEPT FOR

4 ADOPTION

By signing, the director adopts this arrangement as the way this business works and undertakes that the records it names are kept.

Adopted by the director:

PRINTED NAME	POSITION	COMPANY	SIGNATURE	DATE	TIME

R REVISION HISTORY

Every revision of this document, and every review that found nothing to change. The revision on the front of this sheet is the one you are holding — check kubitdocs.com for the current one before use.

Rev	Date	Class	What changed	Authorised by
D0	2026-09-02	first-issue	First issue.	— not yet approved —
A0	2026-09-02	review	Approved for issue by the author. Content unchanged from the reviewed draft; the draft status strip is removed. No independent third-party review has been carried out.	Author — director, UK principal contractor, SMSTS. Not an independent review.

Class: first-issue · material (the law, a control, a field or the scope changed — past buyers are notified) · editorial (wording or layout only) · review (checked, nothing changed) · withdrawal. Revision prefix D = draft, not approved and not for sale; A = approved for issue by the person named, on the date shown.