

## 7005.01 Personal Protective Equipment (PPE)



*This procedure is for internal use only and does not enlarge an employee's civil liability in any way. The procedure should not be construed as creating a higher duty of care, in an evidentiary sense, with respect to third party civil claims against employees. A violation of this procedure, if proven, can only form the basis of a complaint by this department for non-judicial administrative action in accordance with the laws governing employee discipline.*

### **Related Procedures:**

4.19.24 How to Decontaminate in the Field After a Fire Call; 7005.02 Preparation, Transport, and Return of Structural Firefighting Ensembles that Require Advanced Cleaning

### **I. PURPOSE**

To establish guidelines for the procurement, issuance, and replacement of PPE and uniforms for Hawaii Fire Department (HFD) personnel, ensuring safety, compliance with regulations, and consistent application across all operational areas, including Ocean Safety.

### **II. DEFINITIONS**

**Hazard Zone:** Areas requiring SCBA or where there is risk of becoming lost, trapped, or injured. Includes structure fires, confined spaces, trench rescues, and more.

**IDLH:** Atmospheres posing immediate threats to life, causing irreversible health effects, or impairing escape ability.

**L2PPE (Level 2 PPE):** Includes firefighting boots, bunker pants, coat, hood, helmet (chinstrap fastened), goggles, and gloves.

**L1PPE (Level 1 PPE):** Level 2 PPE plus SCBA.

### **III. POLICY**

#### **A. Personal Protective Equipment (PPE):**

##### **1. Provision and Use:**

- Personnel must use PPE in all hazard zones or IDLH environments.
- PPE must meet or exceed NFPA standards and department specifications.
- Each member is responsible for proper use, maintenance, and cleaning of PPE according to manufacturer instructions and department guidelines.

#### **B. Authorized Items and Modifications:**

1. Protective clothing must not be modified without written approval from the department. Only department-issued PPE is authorized. Personal items like hand lights or small tools may be used provided they do not compromise the protective ensemble.

#### **C. Required PPE Levels:**

1. **Full Turnout Gear:** Required for all firefighting and rescue operations, including training. Only the Incident Commander (IC), Company Officer, or Incident Safety Officer may authorize changes in PPE levels.
2. **Mechanics:** Must wear safety glasses, gloves, and steel-toed boots while working on fire apparatus and ambulances.
3. **Roadway Operations:** All personnel must wear approved safety vests when working on roadways.

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4. Helicopter Pilots: Required to wear Personal Flotation Devices (PFDs) during water rescues or operations over open water.
  5. High/Low Angle Rescues:
    - a. High Angle: Harness, helmet, gloves, and appropriate footwear. Knee and elbow pads may be used as needed.
    - b. Low Angle: Harness, helmet, gloves, and appropriate footwear. Additional PPE like knee and elbow pads may be used if needed.
    - c. Swift Water Rescue:
      - Hot Zone: PFD, head protection, and thermal protection.
      - Upstream Observer: PFD, head protection, and gloves if cold.
      - Downstream Observer: PFD, head protection, and work gloves.
  6. HazMat:
    - a. Level A: Fully encapsulated suit with SCBA. Required for the highest level of protection against gases, vapors, and particulates.
    - b. Level B: Chemical-resistant suit and SCBA. Used when protection against chemicals is needed but the highest level of skin protection is not.
    - c. Level C: Chemical-resistant clothing with appropriate respirator (if necessary). Used when the atmosphere is not IDLH and only chemical exposure protection is required.
    - d. Level D: Standard work uniform with no specific protection. Used when no specific hazard is identified, and there is no risk of exposure.
- D. Fire Rescue Specialist Gear Purchase and Replacement:
1. Applicability: Applies to Fire Rescue personnel assigned to Waiākea or Kailua fire stations, including Fire Captains, Fire Equipment Operators, and Fire Rescue Specialists.
  2. Approved Items for Issue and Replacement:
    - a. Wetsuit, Dive Mask, Snorkel, Dive (SCUBA) Fins, Surf Fins, Fin Booties, Weight Belt, Dive Weights, Dive Gloves, Dive Bag, Dive Knife, Tabis, Foul Weather Jacket, Foul Weather Pants, Hiking Boots, Insulated Gloves, Headlamp.
  3. Newly Promoted Fire Rescue Specialists:
    - a. Provided 1 set of approved PPE listed. Items may be issued or self-purchased with reimbursement.
  4. Requests for PPE must be submitted before promotion to ensure timely receipt.
  5. Requests are processed through the Assistant Chief of Emergency Operations (AC-1).
  6. Replacement Requests:
    - a. Submit a Rescue PPE Request form through the Chain of Command to AC-1 for replacement of approved PPE.
  7. Requests for non-listed equipment must include justification and price quote.
  8. Procurement Procedure:
    - a. Submit requests by email or hard copy to AC-1 with explanation and Rescue PPE Request form.
    - b. Approved items are purchased and delivered to the HFD Distribution Center.

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- c. Reimbursement requires submission of an itemized receipt, pictures of new and replaced equipment, and compliance with County rules.
9. Rescue PPE Allowance:
  - a. Dive Equipment: Total Allowance of \$700.00.
  - b. Other Equipment: Total Allowance of \$715.00.
  - c. Total Allowance for new Fire Rescue Specialists: \$1415.00.
- E. Ocean Safety Uniform and PPE Issue:
  1. New Hires (Permanent):
    - a. Surf Shorts / Swim Suits: 3 each
    - b. T-Shirts: 3 each (Probationary - Red shirts with yellow print; Permanent WSO - Yellow shirt with red print)
    - c. Rash Guard (Yellow Long Sleeve)
    - d. Sweats: Pant and Hoodie (1 each)
    - e. Surf Fins (1 pair)
    - f. Rescue Tube (1)
    - g. Dive Mask
    - h. Snorkel
    - i. Utility Belt
  2. Temporary Hires (Summer):
    - a. Shirts: 3 each
    - b. Rescue Tube: 1
    - c. Fins: 1 pair
    - d. Fins and tubes must be returned at the end of the term.
  3. RWC PPE:
    - a. Issued to RWC crew and replaced as needed based on wear/life cycle.
  4. Uniform Replacement Allotment:
    - a. Refer to current Memo on Ocean Safety Duty Uniforms.
  5. Procurement and Reimbursement:
    - a. Orders placed through Creative Arts online store (shirts and sweats) or approved vendors for swimsuits and shorts. Reimbursement is up to the designated amounts listed in the Uniform Memo.
  6. Eye Protection:
    - a. Use SCBA face-piece, goggles, helmet face-shield, or OSHA-approved safety glasses when there is a risk of eye injury, including during hand or power/hydraulic tool operations, wildland firefighting, and helicopter operations.
- F. PPE Storage:
  1. Store PPE in designated areas only. Do not store or wear PPE in non-designated areas such as kitchens, meeting rooms, or washrooms.
- G. Cleaning, Maintenance, and Inspection:

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1. Gear needing deep cleaning or repair is processed through the Fire Warehouse. Structural gear must be decontaminated per field decontamination procedures and maintained as per the Preparation, Transport, and Return of Structural Firefighting Ensembles policy.
2. Report unserviceable gear to the Warehouse for repair or replacement.

H. Exposure Control and Training:

1. Compliance: All personnel with potential exposure must comply with the Exposure Control Plan.
  - a. Bloodborne Pathogens (BBP) Training: Annual BBP training is mandatory for all personnel, including mechanics and pilots, who have potential exposure despite not directly participating in patient care.

I. Special Considerations:

1. Incident Commanders will determine PPE levels in multi-company operations or if exceptions to this policy are necessary.

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