

HEAD PROTECTION GUIDELINE

1.0 WHEN TO USE

Head protection is required when employees are:

- Exposed to potential falling objects
- Operating vehicles that are subject to the Off-road Vehicles Act of Ontario
- Required to operate bicycles as part of their duties
- Exposed to sports-related injuries as part of their duties (e.g., employees working on ice rinks, whether or not they are wearing skates)

2.0 SELECTION

2.1 TYPES OF HARD HATS

Hard hats as described in the CSA Z94.1 Hard Hat Standard are required to be worn when there is a risk of falling objects or overhead obstacles that can cause injury. Hard hats fall into two basic types:

- **Type 1 – Crown only headwear**
Where it can be shown that there is no hazard related to lateral impact. A reversible headwear should be selected if the procedure requires wearing the headwear backwards (i.e. welding). Where high-visibility headwear is required, refer to CAN/CSA-Z96 for color and retro-reflective tape requirements.
- **Type 2 – Crown and lateral headwear**
Designed for potential crown and lateral impact, where moving objects are present, such as manufacturing operations, construction and demolition sites, when the hazard assessment cannot determine the type.

2.2 SELECTING THE RIGHT HARD HAT

- Where the hazards are unknown for a task, a Type 2 shall be selected because it has the highest level of dielectric (20,000 V), crown (55 j) and lateral (30 j) protection.
- Operators of vehicles covered by the Off-road Vehicles Act of Ontario must wear DOT-approved helmets.
- Operators of bicycles must wear CSA approved bicycle helmets
- Employees required to wear helmets for sporting purposes must wear CSA approved helmets or helmets that are recognized and approved by the governing sports authority.

3.0 CARE AND MAINTENANCE

Protective headwear maintenance involves cleaning with mild soap (no solvent, abrasive or petroleum-based products) and air-dried without applying heat.

Items should not be stored in between the suspension and the shell. In case of a defect, components shall not be replaced even if they are from the same manufacturer. Instead, the headwear must be replaced. No holes shall be made in the shell. Protective headwear should have a dedicated storage spot that protects it from damage, vermin, excessive temperatures and sunlight.

4.0 LIMITATIONS

Protective headwear is only to be used in the circumstances for which it was designed (e.g., a football helmet should not be used as protection while operating an off-road vehicle). Serious injury can still occur even though head protection is being worn. It is up to the individual to be aware of their surroundings and to operate equipment safely.

5.0 TRAINING

All employees required to wear head protection must be instructed in the proper inspection, use and fitting of the headgear.