

FREE MANUFACTURING PPE TEMPLATE

PPE Compliance Checklist

Use this 60-point checklist to assess PPE hazard evaluation, selection, fit, condition, use, respiratory and hearing programmes, electrical and fall-protection equipment, training, records, and corrective-action closure.

Facility / area

Inspection date

Inspector / reviewer

Department / task

Internal manufacturing PPE template. Apply current OSHA requirements, task- and substance-specific standards, manufacturer instructions, and the site hazard assessment as controlling references.

1. PPE programme, hazard assessment, selection, and responsibilities

- 1
- Confirm the facility has a current PPE programme covering hazard assessment, selection, issue, use, inspection, cleaning, storage, replacement, training, and supervision.
- CRITICAL
- PPE AUDIT

Record / item	Current status	Owner	Evidence	Action
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Execution tip: Start with the task and hazard, not the PPE cabinet. Verify engineering and administrative controls first, then confirm PPE matches the residual...

- 2
- Verify a documented workplace hazard assessment identifies tasks and exposures requiring eye, face, head, foot, hand, body, respiratory, hearing, electrical, or fall-protection PPE.
- CRITICAL
- PPE AUDIT

Record / item	Current status	Owner	Evidence	Action
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Execution tip: Start with the task and hazard, not the PPE cabinet. Verify engineering and administrative controls first, then confirm PPE matches the residual...

- 3
- Confirm selected PPE is appropriate for the identified hazard, exposure level, task duration, compatibility needs, and employee conditions.
- CRITICAL
- PPE AUDIT

C

PC

NC

NA

Execution tip: Start with the task and hazard, not the PPE cabinet. Verify engineering and administrative controls first, then confirm PPE matches the residual...

- 4
- Verify affected employees are provided required PPE and that payment responsibilities are handled in accordance with applicable requirements and company policy.
- PPE AUDIT

Record / item	Current status	Owner	Evidence	Action
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Execution tip: Start with the task and hazard, not the PPE cabinet. Verify engineering and administrative controls first, then confirm PPE matches the residual...

- 5
- Confirm supervisors and employees know which PPE is mandatory by area and task, including limitations and conditions that require escalation or work stoppage.
- PPE AUDIT

C

PC

NC

NA

Execution tip: Start with the task and hazard, not the PPE cabinet. Verify engineering and administrative controls first, then confirm PPE matches the residual...

- 6
- Review recent incidents, near misses, exposure findings, PPE failures, employee concerns, process changes, and new equipment for updates to the PPE assessment.
- CRITICAL
- PPE AUDIT

Record / item	Current status	Owner	Evidence	Action
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Execution tip: Start with the task and hazard, not the PPE cabinet. Verify engineering and administrative controls first, then confirm PPE matches the residual...

2. Eye and face protection

7

Confirm employees exposed to flying particles, molten metal, liquid chemicals, acids or caustics, chemical gases or vapors, or injurious light radiation use appropriate eye or face protection.

CRITICAL

PPE AUDIT

Compliant

Needs action

Critical

LIVE PHOTO | Add

Execution tip: Observe grinding, cutting, machining, chemical transfer, compressed-air tasks, welding, and nearby exposure routes; check both primary eye...

8

Verify safety spectacles, goggles, face shields, welding helmets, or other devices are selected for the specific hazard and provide adequate coverage without creating a new hazard.

CRITICAL

PPE AUDIT

C

PC

NC

NA

Execution tip: Observe grinding, cutting, machining, chemical transfer, compressed-air tasks, welding, and nearby exposure routes; check both primary eye...

9

Check employees who wear prescription lenses use eye protection that incorporates the prescription or can be worn over corrective lenses without disturbing fit or position.

PPE AUDIT

Compliant

Needs action

Critical

LIVE PHOTO | Add

Execution tip: Observe grinding, cutting, machining, chemical transfer, compressed-air tasks, welding, and nearby exposure routes; check both primary eye...

10

Verify filter lenses and shade selections for welding, cutting, brazing, or other optical-radiation tasks are appropriate for the operation and exposure.

CRITICAL

PPE AUDIT

Record / item	Current status	Owner	Evidence	Action
---------------	----------------	-------	----------	--------

Execution tip: Observe grinding, cutting, machining, chemical transfer, compressed-air tasks, welding, and nearby exposure routes; check both primary eye...

11

Inspect lenses, frames, straps, side protection, face shields, headgear, and seals for cracks, deep scratches, contamination, distortion, looseness, or other damage.

PPE AUDIT

Compliant

Needs action

Critical

LIVE PHOTO | Add

Execution tip: Observe grinding, cutting, machining, chemical transfer, compressed-air tasks, welding, and nearby exposure routes; check both primary eye...

12

Confirm shared eye and face protection is cleaned and disinfected as required and stored to prevent contamination, scratching, and damage.

PPE AUDIT

Record / item	Current status	Owner	Evidence	Action
---------------	----------------	-------	----------	--------

Execution tip: Observe grinding, cutting, machining, chemical transfer, compressed-air tasks, welding, and nearby exposure routes; check both primary eye...

3. Head protection

13

Confirm affected employees wear protective helmets where there is potential for head injury from falling or flying objects, impact, or other identified head hazards.

CRITICAL

PPE AUDIT

Compliant

Needs action

Critical

LIVE PHOTO | Add

Execution tip: Check actual overhead, falling-object, struck-by, and electrical-contact hazards in production, maintenance, warehouse, and construction-like...

14

Where electrical contact to the head is a hazard, verify protective helmets are designed for the required electrical protection.

CRITICAL

PPE AUDIT

Record / item	Current status	Owner	Evidence	Action
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Execution tip: Check actual overhead, falling-object, struck-by, and electrical-contact hazards in production, maintenance, warehouse, and construction-like...

15

Verify helmets used on site meet an accepted applicable performance standard or have been demonstrated to provide equivalent protection.

PPE AUDIT

Record / item	Current status	Owner	Evidence	Action
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Execution tip: Check actual overhead, falling-object, struck-by, and electrical-contact hazards in production, maintenance, warehouse, and construction-like...

16

Inspect shells, suspensions, chin straps where used, adjustment systems, attachments, and accessories for cracks, penetration, UV damage, chemical attack, deformation, or unauthorized modification.

CRITICAL

PPE AUDIT

Compliant

Needs action

Critical

LIVE PHOTO | Add

Execution tip: Check actual overhead, falling-object, struck-by, and electrical-contact hazards in production, maintenance, warehouse, and construction-like...

17

Confirm helmets are worn and adjusted according to manufacturer instructions and are not reversed, drilled, painted, stickered, or accessorized in a way that compromises protection unless specifically permitted.

PPE AUDIT

C

PC

NC

NA

Execution tip: Check actual overhead, falling-object, struck-by, and electrical-contact hazards in production, maintenance, warehouse, and construction-like...

18

Verify damaged, impacted, expired-by-policy, contaminated, or otherwise suspect helmets and components are removed from service and replaced promptly.

PPE AUDIT

Record / item	Current status	Owner	Evidence	Action
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Execution tip: Check actual overhead, falling-object, struck-by, and electrical-contact hazards in production, maintenance, warehouse, and construction-like...

4. Foot and lower-leg protection

19

Confirm employees use protective footwear where falling or rolling objects, sole puncture, or residual electrical hazards can injure the feet.

CRITICAL

PPE AUDIT

Compliant

Needs action

Critical

LIVE PHOTO | Add

Execution tip: Match footwear to the actual hazard: impact, compression, puncture, metatarsal, slip, chemical, thermal, static-dissipative, or electrical...

20

Verify protective footwear is selected for the specific hazard and meets an accepted applicable performance standard or equivalent protection level.

PPE AUDIT

Record / item	Current status	Owner	Evidence	Action
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Execution tip: Match footwear to the actual hazard: impact, compression, puncture, metatarsal, slip, chemical, thermal, static-dissipative, or electrical...

21

Inspect toe protection, metatarsal protection, soles, uppers, closures, tread, chemical resistance, and electrical/static features for wear, separation, puncture, contamination, or damage.

PPE AUDIT

Compliant

Needs action

Critical

LIVE PHOTO | Add

Execution tip: Match footwear to the actual hazard: impact, compression, puncture, metatarsal, slip, chemical, thermal, static-dissipative, or electrical...

22

Confirm footwear is the correct size and provides secure fit, ankle stability, traction, and compatibility with the work surface and task.

PPE AUDIT

C

PC

NC

NA

Execution tip: Match footwear to the actual hazard: impact, compression, puncture, metatarsal, slip, chemical, thermal, static-dissipative, or electrical...

23

Verify chemical-resistant boots, gaiters, leggings, or other lower-leg protection are used where splashes, molten material, hot surfaces, or similar exposures require additional coverage.

CRITICAL

PPE AUDIT

Compliant

Needs action

Critical

LIVE PHOTO | Add

Execution tip: Match footwear to the actual hazard: impact, compression, puncture, metatarsal, slip, chemical, thermal, static-dissipative, or electrical...

24

Confirm wet, heavily contaminated, damaged, or compromised protective footwear is cleaned, decontaminated, repaired only when permitted, or removed from service.

PPE AUDIT

Record / item	Current status	Owner	Evidence	Action
---------------	----------------	-------	----------	--------

Execution tip: Match footwear to the actual hazard: impact, compression, puncture, metatarsal, slip, chemical, thermal, static-dissipative, or electrical...

5. Hand and arm protection

25

Confirm appropriate hand protection is used where hands are exposed to harmful skin absorption, severe cuts, lacerations, abrasions, punctures, chemical burns, thermal burns, or harmful temperature extremes.

CRITICAL

PPE AUDIT

Compliant

Needs action

Critical

LIVE PHOTO | Add

Execution tip: Review the material, tool, temperature, sharp edge, pinch point, chemical, and dexterity needs. A glove that protects against one hazard can...

26

Verify glove and sleeve selection considers the hazard, task, chemicals or materials handled, duration of use, conditions, fit, dexterity, and manufacturer limitations.

CRITICAL

PPE AUDIT

Record / item	Current status	Owner	Evidence	Action
---------------	----------------	-------	----------	--------

Execution tip: Review the material, tool, temperature, sharp edge, pinch point, chemical, and dexterity needs. A glove that protects against one hazard can...

27

Check chemical-resistant gloves are compatible with the specific chemical and expected contact type, and change-out criteria are defined where breakthrough or degradation is possible.

CRITICAL

PPE AUDIT

Record / item	Current status	Owner	Evidence	Action
---------------	----------------	-------	----------	--------

Execution tip: Review the material, tool, temperature, sharp edge, pinch point, chemical, and dexterity needs. A glove that protects against one hazard can...

28

Inspect gloves and sleeves before use for tears, holes, pinholes, hardening, swelling, contamination, damaged coatings, seam failure, or loss of protective properties.

PPE AUDIT

Compliant

Needs action

Critical

LIVE PHOTO | Add

Execution tip: Review the material, tool, temperature, sharp edge, pinch point, chemical, and dexterity needs. A glove that protects against one hazard can...

29

Confirm gloves are not used near rotating or entanglement hazards when glove use would increase the risk, unless an approved risk control specifically addresses the task.

CRITICAL

PPE AUDIT

C

PC

NC

NA

Execution tip: Review the material, tool, temperature, sharp edge, pinch point, chemical, and dexterity needs. A glove that protects against one hazard can...

30

Verify reusable hand and arm protection is cleaned, dried, stored, and replaced according to manufacturer instructions and site criteria.

PPE AUDIT

Record / item	Current status	Owner	Evidence	Action
---------------	----------------	-------	----------	--------

Execution tip: Review the material, tool, temperature, sharp edge, pinch point, chemical, and dexterity needs. A glove that protects against one hazard can...

6. Hearing protection and hearing-conservation controls

31

Confirm employees exposed at or above the hearing-conservation action level are included in the required programme and provided suitable hearing protectors as applicable.

CRITICAL

PPE AUDIT

Record / item	Current status	Owner	Evidence	Action
---------------	----------------	-------	----------	--------

Execution tip: Use current noise measurements and employee exposure data. Verify hearing protectors are part of the hearing-conservation programme, not a...

32

Verify hearing protectors are available in suitable types and sizes and employees can select devices that fit and can be worn correctly for the task.

PPE AUDIT

Compliant

Needs action

Critical

LIVE PHOTO | Add

Execution tip: Use current noise measurements and employee exposure data. Verify hearing protectors are part of the hearing-conservation programme, not a...

33

Confirm hearing protection attenuation is evaluated for the specific noise environment and is adequate to reduce exposure to the required level.

CRITICAL

PPE AUDIT

Record / item	Current status	Owner	Evidence	Action
---------------	----------------	-------	----------	--------

Execution tip: Use current noise measurements and employee exposure data. Verify hearing protectors are part of the hearing-conservation programme, not a...

34

Observe insertion, fitting, and wearing of earplugs or earmuffs and verify employees maintain protection during the full exposure period.

PPE AUDIT

Compliant

Needs action

Critical

LIVE PHOTO | Add

Execution tip: Use current noise measurements and employee exposure data. Verify hearing protectors are part of the hearing-conservation programme, not a...

35

Inspect earmuff cushions, headbands, plugs, communication-headset seals, and reusable devices for contamination, compression set, damage, or loss of fit.

PPE AUDIT

Compliant

Needs action

Critical

LIVE PHOTO | Add

Execution tip: Use current noise measurements and employee exposure data. Verify hearing protectors are part of the hearing-conservation programme, not a...

36

Verify employees in the hearing-conservation programme receive required recurring training and have access to current information on protector use and limitations.

PPE AUDIT

Record / item	Current status	Owner	Evidence	Action
---------------	----------------	-------	----------	--------

Execution tip: Use current noise measurements and employee exposure data. Verify hearing protectors are part of the hearing-conservation programme, not a...

7. Respiratory protection

37

Confirm respirators are used only within a written respiratory-protection programme that is administered by a suitably qualified programme administrator where required.

CRITICAL

PPE AUDIT

Record / item	Current status	Owner	Evidence	Action
---------------	----------------	-------	----------	--------

Execution tip: Respirator compliance depends on the complete programme: exposure evaluation, selection, medical evaluation, fit testing, user seal checks,...

38

Verify respirator selection is based on the respiratory hazard, exposure level, oxygen status, work conditions, assigned protection factor, maximum use concentration, and emergency or IDLH considerations.

CRITICAL

PPE AUDIT

Record / item	Current status	Owner	Evidence	Action
---------------	----------------	-------	----------	--------

Execution tip: Respirator compliance depends on the complete programme: exposure evaluation, selection, medical evaluation, fit testing, user seal checks,...

39

Confirm employees required to wear respirators have completed the required medical evaluation before fit testing or required respirator use.

CRITICAL

PPE AUDIT

Record / item	Current status	Owner	Evidence	Action
---------------	----------------	-------	----------	--------

Execution tip: Respirator compliance depends on the complete programme: exposure evaluation, selection, medical evaluation, fit testing, user seal checks,...

40

Verify employees using tight-fitting facepieces receive the required fit test for the same make, model, style, and size, and perform a user seal check each time the respirator is donned.

CRITICAL

PPE AUDIT

C

PC

NC

NA

Execution tip: Respirator compliance depends on the complete programme: exposure evaluation, selection, medical evaluation, fit testing, user seal checks,...

41

Inspect facepieces, valves, straps, filters, cartridges, canisters, hoses, batteries, alarms, and seals before use and verify defective components are removed from service.

CRITICAL

PPE AUDIT

Compliant

Needs action

Critical

LIVE PHOTO | Add

Execution tip: Respirator compliance depends on the complete programme: exposure evaluation, selection, medical evaluation, fit testing, user seal checks,...

42

Confirm cleaning, disinfection, storage, change-out schedules, breathing-air quality where applicable, programme evaluation, and employee training are current and documented.

CRITICAL

PPE AUDIT

Record / item	Current status	Owner	Evidence	Action
---------------	----------------	-------	----------	--------

Execution tip: Respirator compliance depends on the complete programme: exposure evaluation, selection, medical evaluation, fit testing, user seal checks,...

8. Protective clothing, body protection, and visibility PPE

43

Confirm protective clothing is selected where residual chemical, thermal, molten-material, contamination, abrasion, cut, or other body hazards require coverage beyond normal workwear.

CRITICAL

PPE AUDIT

Compliant

Needs action

Critical

LIVE PHOTO | Add

Execution tip: Walk the actual process and consider splash direction, heat, molten material, contamination, arc/flash hazards, moving vehicles, and...

44

Verify aprons, suits, sleeves, coveralls, chemical garments, heat-resistant clothing, or other body PPE are compatible with the specific exposure and work task.

CRITICAL

PPE AUDIT

Record / item	Current status	Owner	Evidence	Action
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Execution tip: Walk the actual process and consider splash direction, heat, molten material, contamination, arc/flash hazards, moving vehicles, and...

45

Inspect garments for holes, tears, broken closures, contamination, damaged seams, worn reflective material, chemical degradation, heat damage, or unauthorized alteration.

PPE AUDIT

Compliant

Needs action

Critical

LIVE PHOTO | Add

Execution tip: Walk the actual process and consider splash direction, heat, molten material, contamination, arc/flash hazards, moving vehicles, and...

46

Confirm loose garments, high-visibility vests, sleeves, drawstrings, jewelry, or PPE accessories do not create entanglement hazards around machinery and moving equipment.

CRITICAL

PPE AUDIT

C

PC

NC

NA

Execution tip: Walk the actual process and consider splash direction, heat, molten material, contamination, arc/flash hazards, moving vehicles, and...

47

Verify high-visibility garments are used where the site risk assessment or traffic-control rules require conspicuity around mobile equipment or vehicle routes.

PPE AUDIT

Compliant

Needs action

Critical

LIVE PHOTO | Add

Execution tip: Walk the actual process and consider splash direction, heat, molten material, contamination, arc/flash hazards, moving vehicles, and...

48

Confirm contaminated protective clothing is removed, contained, laundered or decontaminated, and replaced using controls that prevent secondary employee or area exposure.

PPE AUDIT

Record / item	Current status	Owner	Evidence	Action
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Execution tip: Walk the actual process and consider splash direction, heat, molten material, contamination, arc/flash hazards, moving vehicles, and...

9. Electrical PPE and personal fall-protection equipment

49 Confirm employees exposed to electrical hazards use electrical protective equipment appropriate for the body part and work being performed.

CRITICAL

PPE AUDIT

Compliant

Needs action

Critical

LIVE PHOTO | Add

Execution tip: Treat electrical PPE and fall-arrest equipment as safety-critical assets: verify rating, compatibility, inspection, testing, storage, and removal from...

50 Verify rubber insulating gloves, sleeves, blankets, covers, line hose, and related electrical protective equipment are correctly rated, marked, maintained, and tested at the required intervals.

CRITICAL

PPE AUDIT

Record / item	Current status	Owner	Evidence	Action
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Execution tip: Treat electrical PPE and fall-arrest equipment as safety-critical assets: verify rating, compatibility, inspection, testing, storage, and removal from...

51 Inspect electrical PPE before use for holes, tears, cuts, ozone damage, embedded objects, swelling, contamination, moisture, or other defects that can compromise insulation.

CRITICAL

PPE AUDIT

Compliant

Needs action

Critical

LIVE PHOTO | Add

Execution tip: Treat electrical PPE and fall-arrest equipment as safety-critical assets: verify rating, compatibility, inspection, testing, storage, and removal from...

52 Where personal fall protection is used, verify harnesses, lanyards, self-retracting devices, connectors, anchorages, lifelines, and related components are compatible and approved for the application.

CRITICAL

PPE AUDIT

Record / item	Current status	Owner	Evidence	Action
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Execution tip: Treat electrical PPE and fall-arrest equipment as safety-critical assets: verify rating, compatibility, inspection, testing, storage, and removal from...

53 Confirm personal fall-protection systems are inspected before initial use during each workshift and defective or impact-loaded components are removed from service until appropriately evaluated.

CRITICAL

PPE AUDIT

Compliant

Needs action

Critical

LIVE PHOTO | Add

Execution tip: Treat electrical PPE and fall-arrest equipment as safety-critical assets: verify rating, compatibility, inspection, testing, storage, and removal from...

54 Verify rescue arrangements, anchorage requirements, connector use, fall-clearance considerations, storage, and employee training are addressed for tasks using personal fall protection.

CRITICAL

PPE AUDIT

Record / item	Current status	Owner	Evidence	Action
---------------	----------------	-------	----------	--------

Execution tip: Treat electrical PPE and fall-arrest equipment as safety-critical assets: verify rating, compatibility, inspection, testing, storage, and removal from...

10. PPE issue, fit, hygiene, inspection, training, records, and corrective action

55

Verify each employee has access to the correct PPE size, model, accessories, and replacements needed for assigned tasks and that shared items are controlled hygienically.

PPE AUDIT

Record / item	Current status	Owner	Evidence	Action
---------------	----------------	-------	----------	--------

Execution tip: Finish by following PPE from issue to daily use, inspection, cleaning, storage, replacement, training, and closure of any finding with objective...

56

Observe employees donning, adjusting, combining, using, removing, and storing PPE and confirm compatibility between multiple PPE items does not reduce protection.

CRITICAL

PPE AUDIT

Compliant

Needs action

Critical

[LIVE PHOTO](#) | [Add](#)

Execution tip: Finish by following PPE from issue to daily use, inspection, cleaning, storage, replacement, training, and closure of any finding with objective...

57

Confirm employees receive training on when PPE is necessary, what PPE is required, how to don, doff, adjust and wear it, its limitations, and proper care, maintenance, useful life, and disposal.

CRITICAL

PPE AUDIT

Record / item	Current status	Owner	Evidence	Action
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Execution tip: Finish by following PPE from issue to daily use, inspection, cleaning, storage, replacement, training, and closure of any finding with objective...

58

Verify employees demonstrate understanding and are retrained when workplace changes, PPE changes, or inadequate knowledge or use indicates previous training is not retained.

PPE AUDIT

Record / item	Current status	Owner	Evidence	Action
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Execution tip: Finish by following PPE from issue to daily use, inspection, cleaning, storage, replacement, training, and closure of any finding with objective...

59

Confirm PPE inspection, issue, fit testing where applicable, medical evaluation where applicable, cleaning, testing, replacement, training, and hazard-assessment records are current and retrievable.

PPE AUDIT

Record / item	Current status	Owner	Evidence	Action
---------------	----------------	-------	----------	--------

Execution tip: Finish by following PPE from issue to daily use, inspection, cleaning, storage, replacement, training, and closure of any finding with objective...

60

Record final compliance status, unresolved critical PPE risks, immediate controls, corrective-action owners, due dates, verification evidence, reviewer approval, and next inspection date.

CRITICAL

PPE AUDIT

FINAL STATUS | Enter

DATE / TIME | Enter

APPROVAL | Enter

Execution tip: Finish by following PPE from issue to daily use, inspection, cleaning, storage, replacement, training, and closure of any finding with objective...