



# Your PPE Checklist

As a Distributor of the Year, BSIF Registered Safety Supplier Scheme Member (RSSS), and trusted supply partner, we provide the knowledge and expertise to keep you safe at work. We are proud to be your source of health and safety support, advice, and PPE and safety equipment information.

It's essential to buy products from a BSIF RSSS member. The scheme is there to help those specifying, sourcing, and using PPE and safety equipment to reduce the risk of purchasing products. Scheme members commit to trading ethically and only providing conforming and fit for purpose products.

We also fully support the BSIF's motto to Check, Select, and Protect:



Check that your supplier is a BSIF Registered Safety Supplier.



Select the correct PPE, using the guidance provided by us.










Protect your most valuable asset – your people.

## Checking your PPE

Regularly checking your PPE is essential in making sure it is meeting the required standards. PPE can ONLY provide the protection it was designed for if it is adequate for the hazard, suitable for the wearer, used correctly and stored and maintained in line with the manufacturer's instructions.

Failing to check your PPE is fit for purpose could leave people vulnerable and unprotected. So how do you ensure that your PPE is fit for purpose? The following checklist will help you and your business make sure that your PPE complies with the law and conforms to the PPE Regulation, 2016/425.

## General PPE Checklist

Product Markings	Examples			Yes	No	N/A
Does the PPE have a CE or UKCA Mark applied to it? (Obligatory requirement)						
If the PPE is Category III, does it have the 4-digit number of the certifying body shown? The numbers shown in this illustration are random examples and do not relate to any specific certifying bodies.	 0001	 0001				
Does it detail the standards to which it has been approved?	BS EN ISO 21420:2020					
Does it show relevant pictograms and performance scores (may be on the label or immediate packaging)?	 4.X.2.2.D	 Type C: K	 Class 2			
Are the markings clear and able to be understood?						

Required Documentation	Yes	No	N/A
Was the PPE issued with User Instructions included?			
Was the PPE issued with a Declaration Of Conformity included?			
If not, was there a link (URL) or QR Code where the Declaration Of Conformity can be downloaded included in the User Instructions or on the immediate packaging?			
Are the documents issued in the primary language of the Country where they will be used or in a language that is easily understood?			
Were the User Instructions issued with the smallest available unit of commercial sale?			

Product Condition	Yes	No	N/A
Is the PPE clean, undamaged and suitable for use?			
Has the PPE been suitably maintained as advised within the User Instructions?			

Storage	Yes	No	N/A
Was the PPE stored correctly, according to the User Instructions?			
If it is damaged or unfit for use, do you know how to dispose of it?			
Have you or the employees for whom you are responsible been trained in how to use, care for and maintain the PPE?			
Was there a risk assessment carried out prior to PPE being specified?			

If you have answered 'No' to any of the questions above or are unsure as to the answer, then you should seek further support from Tower. The person responsible for Health & Safety in your business should also be able to provide some direction and your supplier of the PPE should be able to assist.

PPE should only ever be specified following a full risk assessment of the working environment. For further help and information, you can call the Tower team on **01202 718000** or visit our website **[www.wearetower.com](http://www.wearetower.com)**. You can also follow us on LinkedIn to hear the latest news and information.