**Process Operations Program**

**Laboratory & Process Demonstrators Safety Document**

Attire:

When working in or around the HOT unit lab or any other active process simulators/ demonstrators students will wear the proper attire.

* No oversize, lose or baggy clothing.
* Long sleeve shirts, preferably cotton.
* Full-length pants, preferably cotton/denim.
* Shoes with rubber soles that fully enclose the feet and toes and come over the ankles.
  + Steel toe safety shoes preferred but not required.
* All jewelry (rings, watches, etc.) will be removed or taped over if not removable.
* All long hair will be secured and restrained to prevent dangling or obscuring vision.

Personal Protective Equipment (PPE):

When working in or around the HOT unit lab or our other live process simulators/ demonstrators students will wear the proper PPE.

Students utilizing school provided PPE are responsible for maintaining them in good working order and return them to the proper storage locations.

Should school provided PPE discovered to be or become damaged the student shall not use or immediately cease utilizing the equipment and notify the instructor.

* Safety Glasses with side shields
  + Nonprescription safety glasses will be provided by the school; prescription safety glasses are the responsibility of the student.
* Gloves
  + Students will provide and wear properly fitting mechanics work gloves while performing work on any of the process simulators.
* Full Face Shield
  + Students will wear the provided full face shield(s) while taking process samples or breaking process lines.