**P.4. Sight Conservation**

1. Purpose: The purpose of this program element is to establish programs that reduce or eliminate, if possible, hazards in the work environment to protect and conserve employee eyesight.
2. Introduction: This directive contains requirements for procedures and work practices to shield employees from equipment and any physical or environmental hazards to employees’ eyes, through engineering controls, administrative control and/or personal protective equipment. Methods may include personal protective equipment (mandatory safety glasses, goggles, and face shields), point of operation equipment guards, non-hazardous tools, proper illumination and other similar engineering controls.
3. Procedure Elements:
4. Hazard Assessment: Conduct an assessment of the workplace to determine if hazards are present, or are likely to be present, which necessitate controls for sight conservation.
   1. The assessment methods to address a Sight Conservation Program are contained in section P.1 Electrical and Machine Safeguarding and P.2. Personal Protective Equipment and of the requirement guide.
5. Applicable Standards: The following list includes several of the possible standards that may apply, but it is not inclusive.
6. Occupational Safety and Health Administration (OSHA) Standards.
7. OSHA 29 CFR 1910 Subpart I – Personal Protective Equipment.
8. OSHA 29 CFR 1926 Subpart E – Personal Protective and Life Saving Equipment.
9. OSHA 29 CFR 1910 Subpart Q – Welding, Cutting and Brazing
10. OSHA 29 CFR 1910.151 – Medical Services and First Aid
11. ANSI (American National Standards Institute).
    1. ANSI Z87.1-2003, Occupational and Educational Personal Eye and Face Protection Devices
    2. ANSI Z358.1-1998, Emergency Eyewash and Shower Equipment
12. ASTM (American Society for Testing and Materials).
    1. ASTM F1776-01, Standard Specification for Eye Protection Devices for Occupational Use
13. National Fire Protection Association (NFPA)
14. National Fire Protection Association (NFPA) 70-E.
15. NFPA 1500-1997, Fire Department Occupational Safety and Health Program, Section 5-10, Eye and Face Protection
16. NFPA 1971-2000, Standard on Protective Ensemble for Structural Fire Fighting
17. Material Safety Data Sheet guidelines.
18. Written Procedure: If a Sight Conservation program is applicable, develop a written policy / procedure to include, at minimum, the following areas:
19. The requirements and methods necessary to address a Sight Conservation Program are contained in section P.1 Electrical and Machine Safeguarding and P.2. Personal Protective Equipment of the requirement guide. Agencies must ensure that all sight hazards are addressed in their written programs for the protocols P.1 and P.2.

1. If applicable, develop appropriate procedures for eye and face protection.
2. Ensure that affected employees use appropriate eye or face protection when exposed to hazards from flying particles, molten metal, liquid chemicals, acids or caustic liquids, chemical gases or vapors, or potentially injurious light radiation.
3. Ensure employee uses eye protection that provides side protection when there is a hazard from flying objects.
4. Ensure appropriate eye protection is provided for employees who wear prescription lenses.
5. Ensure employees use filter lenses with an appropriate shade number for protection from light radiation.
6. Provide emergency eyewash and showers where needed.
7. Training: Develop and provide training to employees that are required use sight conservation safeguards or PPE. At minimum, the training shall included the following:
8. The nature of actual and potential eye hazards that may exist in their jobs.
9. The controls in place to prevent harm from eye hazards.
10. The remaining components of their sight conservation program.
11. Checklists and Forms: There may be the need to provide and/or develop checklists and/or forms to assist with sight conservation safeguards or PPE. The checklists or forms may involve hazard assessment, care, use, or inspections.
12. Program Effectiveness Review and Response: The effectiveness of this program in preventing workplace injuries and illnesses should be evaluated at least annually with appropriate actions taken to address any program deficiencies found.