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| Policy Area | Health, Safety & Environment (HSE) | | |
| Title of Policy | PERSONAL PROTECTIVE EQUIPMENT (PPE) POLICY | | |
| Reference No. | | | |
| Version | 1.0 | | |
| Policy Owners | All Staff of BEDC | | |
| No. of Revision | 0 | | |
| Date of Draft | 05 th October 2022 | | |
| Effective Date | | | |
| Approve By | <i>Role</i> | <i>Name</i> | <i>Signature/Date</i> |
| | MD/CEO | Dr. Henry Ajagbawa | |
| | Board of Directors | | |

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Benin Electricity Distribution Company (BEDC) is committed to the health and safety of all employees, contractors and visitors in our facilities. All employees will be provided the required PPE when they are hired and instructed on its proper use and care. Employees are responsible for keeping PPE in good working condition and notifying their supervisor if any PPE no longer meets safe standards.

To achieve this objective:

- Selected personal protective equipment must be in line with National Legislation/Standards and other appropriate international standards;
- Management shall provide personnel with appropriate uniform and personal protective equipment for each task, activity and area at no cost to the personnel after having carried out a risk assessment;
- Employee shall sign for all uniform and personal protective equipment received except for those that are disposable;
- Heads of Department shall be responsible for enforcing the use of the appropriate personal protective equipment;
- Contractors and visitors must conform to our Personal Protective Equipment Policy in areas of our facilities where it is required. They shall be provided with adequate information and direction to ensure their safety;
- Every employee shall be responsible for the use of appropriate personal protective equipment;
- Management shall replace uniforms and other personal protective equipment at specified frequency;
- Any employee found violating the use of appropriate uniform and personal protective equipment will face disciplinary action;
- The structure and responsibilities for the implementation of this policy shall be available for reference by all employees as required;
- Personal Protective Equipment shall be audited periodically for compliance. The implementation of this policy shall be monitored and reviewed as necessary by
- Company HSE Manager to ensure its relevance and effectiveness.