



U.S. Department of Justice
Federal Bureau of Prisons

PROGRAM STATEMENT

OPI: CPD/CSB

NUMBER: 5576.05

DATE: October 16, 2017

Cut and Puncture Resistant Gloves

A handwritten signature in black ink, appearing to read "Mark S. Inch", is positioned above the printed name.

Approved: Mark S. Inch

Director, Federal Bureau of Prisons

1. PURPOSE AND SCOPE

This Program Statement authorizes and regulates the issuance and accountability of cut/puncture resistant gloves at all Bureau of Prisons institutions. Gloves are considered Personal Protective Equipment (PPE) for staff when required under this Program Statement. Being designated as PPE, the use of authorized gloves is intended to protect staff while conducting searches of inmates' housing units, work areas, and common areas of any institution. Gloves are mandated by the Occupational Safety and Health Administration (OSHA) to be worn during activities specified herein.

a. Program Objectives

- Gloves will be issued to, and will be the responsibility of, all Bureau of Prisons institution staff.
- Staff are mandated to wear gloves during searches identified in this policy.
- Due to the potential security risk associated with Cut and Puncture Resistant Gloves, all gloves when not in use must be properly secured and accounted for while inside the secure perimeter of the institution. Procedures for placement and storage of the gloves in work areas must be developed locally and consistent with the Master Agreement, Article 28, Section B.

b. **Institution Supplement.** None required. Should local facilities make any changes outside the required changes in the national policy or establish any additional local procedures to implement the national policy, the local Union may invoke to negotiate procedures or appropriate arrangements.

2. WEAR REQUIREMENTS

All staff, using sound correctional judgement, while working in *any* security level institution, are mandated to wear the BOP-issued cut/puncture resistant gloves *every* time they perform a “blind search” in the following areas: housing units, work areas, common areas, and when conducting area searches and searches of inmate property. A blind search is considered one where a staff member places his/her fingers or hands on inmate property or surfaces that cannot be seen or viewed safely. Sharp objects may be hidden anywhere – in mattresses, bedding, clothing, pillows, on top of lockers, under bed frames, under sinks, etc.

Failure to wear the authorized gloves for these activities violates OSHA regulations. Given the unpredictable nature of law enforcement correctional work – that could require any staff member to engage in search activities at any time – staff will have their issued PPE gloves with them and readily available every day they report for duty.

The Bureau-issued gloves meet certain national (ANSI) and international (ASTM) standards to help prevent cuts and punctures. The Bureau may adopt newer standards as they change. Any cut/puncture resistant gloves worn by staff must meet the ANSI/ISEA and ASTM reference above. Staff will obtain approval from the Office of Security Technology prior to wearing any gloves other than those issued by the Bureau.

3. ISSUANCE AND MAINTENANCE

The Captain will ensure all staff are issued gloves, which they will have with them every day they report for duty. For those rare occasions where staff may be in need of gloves for search activities (e.g., forgot gloves, damaged gloves, etc.) the Captain will ensure that several sets of gloves in varying sizes, along with the latex inserts, will be made available in each housing unit or other work area in the institution and can be “chitted out” as needed by staff at that site. All gloves provided to staff for such purpose will be returned at the end of the shift and accounted for on an inventory form. Each institution will keep additional loaner/replacement gloves in a reserve stockpile in the lock shop, Control Center, or an appropriately secure area outside the secure perimeter of the institution.

The Captain, or designee, is the point of contact (POC) for inquiries related to the issuance of gloves. He/she will answer questions or concerns in reference to the issuance of gloves.

A new employee will be fitted for gloves during Introduction to Correctional Techniques (ICT) training. A pair of gloves from current inventory will be provided until the new gloves arrive and then will be returned upon receiving the new gloves. Employees who transfer in will be required to transfer with their gloves that were issued as PPE at their previous institution. All staff will be issued a new set of gloves when they are determined to be expired per vendor specifications.

Staff are responsible for the accountability of gloves issued to them. Each staff member will be given the vendor's instructions for proper care and maintenance of the gloves. Staff are responsible for the routine cleaning and storage of the issued gloves.

4. REPLACEMENT

Management will determine the process of surveying and disposing of gloves that are returned by staff for any reason (warranty expiration, damaged, etc.) and will inform staff of this process. During regular reissuance periods, staffs are expected to return expired PPE gloves before obtaining a new issue.

If a staff member loses his/her gloves at any time, he/she must report the missing gloves – in writing – to the Captain or designee, immediately upon becoming aware of their missing status. Management will provide a temporary set of gloves until the lost gloves are recovered or replaced.

If an employee asserts that his/her gloves have become unserviceable, in accordance with Article 28, section e, of the Master Agreement, he/she will notify the Captain or designee and request a replacement. If indicated, a new set of gloves will be issued from current inventory or within a reasonable time. If replacement gloves are not immediately available, the Captain or designee will provide temporary gloves to the employee.

REFERENCES

Program Statements

- P1600.11 National Occupational Safety and Health Policy (6/1/17)
- P3420.11 Standards of Employee Conduct (12/6/13)
- P5521.06 Searches of Housing Units, Inmates, and Inmate Work Areas (6/4/15)

Other References

- 29 CFR 1910.138 OSHA Standard
- ANSI/ISEA 105 Puncture Level 4
- ASTM F2878 28 gauge hypodermic needle >0.75 lbf

ACA Standards

- American Correctional Association Standards for Adult Correctional Institutions, 4th Edition: 4-4082, 4-4192
- American Correctional Association Performance Based Standards for Adult Local Detention Facilities, 4th Edition: 2-ALDF-2C-01, 4-ALDF-7B-08, 4-ALDF-7B-09, 4-ALDF-7B-10
- American Correctional Association Standards for Administration of Correctional Agencies, 2nd Edition: 2-CO-1D-05

Records Retention

Requirements and retention guidance for records and information applicable to this program are available in the Records and Information Disposition Schedule (RIDS) on Sallyport.