

# Employee Personal Protective Equipment (PPE) Checkout Log Form

The **Employee personal protective equipment (PPE) checkout log form** sample is designed to efficiently track the distribution and return of PPE to staff. This form ensures accurate record-keeping for safety compliance and inventory management. It helps maintain accountability and protects employees by documenting PPE issuance details.

Date Issued	Employee Name	Employee ID	Department	PPE Item	Quantity Issued	Condition (Issued)	Date Returned	Quantity Returned	Condition (Returned)	Employee Signature	Supervisor Signature
2024-05-12	Jane Doe	EMP12345	Maintenance	Safety Glasses	1	New	2024-06-01	1	Good		
2024-05-15	John Smith	EMP54321	Production	Hard Hat	1	New					

*Note: Employees are responsible for the return and condition of checked-out PPE. Please notify your supervisor in case of loss or damage.*