

UNIVERSITY OF TOLEDO

SUBJECT: FOOT PROTECTION / EYE PROTECTION
(SAFETY SHOES / PRESCRIPTION SAFETY GLASSES)

Procedure No: S-08-021

PROCEDURE STATEMENT

In accordance with 29CFR1910.133 and 29CFR 1910.136, the University of Toledo will provide foot and eye protection to those employees who are identified, by the nature of their job and the types of tasks they perform, as having a need for them.

PURPOSE OF PROCEDURE

To ensure University of Toledo employees have the proper personal protective equipment to prevent foot, toe and eye injuries.

PROCEDURE

Foot Protection

High-risk tasks have been identified in the following departments: Facilities Maintenance, Environmental Services/Building Services, Receiving and Stores, DLAR and Grounds. Department managers in each of the above-mentioned areas will be responsible for determining whether a staff member in the department needs safety footwear; Department managers may add and remove employees from their identified list of high-risk employees as their circumstances change. The following guidelines are used for determining if an employee needs safety footwear:

There is reasonable probability that serious injury to the feet or toes can be prevented or limited by the providing of safety footwear. The employee has environmental exposure to falling or rolling objects, electrical hazards, objects that can pierce the sole, or slippery conditions; and the employee spends any part of his/her work day in areas where packages, boxes, pallets, building materials or other items of considerable weight are stored, transferred for distribution or loaded for disbursement.

When safety footwear is required to be worn, the safety footwear shall be provided by the University of Toledo at no cost to the employee. Safety footwear must meet the current ANSI Z41-1999 Standard. Reimbursement is done independently between both campuses as follows:

Health Science Campus: Required employees are entitled to one pair of steel toed shoes per year with a maximum reimbursement of \$125 at the expense of the Environmental Health and Radiation Safety Department. An original receipt must be submitted to the Environmental Health and Radiation Safety Department in order to be reimbursed.

Main Campus: Required employees are entitled to one pair of steel toed shoes every two years with a maximum value of \$135 at the expense of the employee's department. Employees will receive a voucher that can be used at one of the selected vendors. Grounds and qualifying Building Services employees will be provided winter footwear in the first year of the union agreement.

Department managers should request a Job Hazard Analysis (JHA) for a consultation with the Environmental Health and Radiation Safety Department to determine an employee's protective needs; refer to S-08-032 Personal Protective Equipment. This will ensure an assessment of the workplace hazards as well as the proper selection of safety footwear for those specified hazards.

When an employee is identified as being at risk for foot or toe injury, and safety shoes have been provided for that employee, the wearing of safety shoes shall be mandatory. The department manager shall have the right to initiate disciplinary action against any employee who puts himself/herself at risk of injury by not wearing safety shoes that have been provided to that employee for his/her protection. Safety shoes that are prematurely worn through normal

use will be replaced as needed, if deemed necessary by the department manager, in consultation with the Environmental Health and Radiation Safety Department.

Prescription Safety Glasses

The University of Toledo will provide prescription safety glasses to all employees required to wear safety glasses that also require vision correction. The prescription safety glasses must meet the ANSI Z87.1–2010 Standard. Reimbursement is done independently between campuses as follows:

Health Science Campus: Required employees are entitled to one pair of prescription safety glasses every two years at the expense of the Environmental Health and Radiation Safety Department. Only basic frames and lenses are allowed (no no-line bifocals, no tinted or photogray lenses, no high-index lenses). An original receipt must be submitted to the Environmental Health and Radiation Safety Department in order to be reimbursed.

Main Campus: Required employees are entitled to one pair of prescription safety glasses every two years at the expense of the employee's department. The coverage amounts are as follows:

Single Vision	-	\$140 maximum
Bi-focal vision	-	\$155 maximum
Tri-focal vision	-	\$163 maximum
Progressive lenses	-	\$194 maximum

Source: Safety & Health Committee

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