



POLICY

Personal Protective Equipment Policy – Safety Boots

2A.008(1)

Section: 2.0 General Government and Administrative Services
- A. Governance

Authority: Chief Administrative Officer

Statement

The Municipal District of Bonnyville (M.D.) is committed to having all of its employees use proper Personal Protective Equipment (PPE) to do their job safely.

Purpose

To ensure employee job safety by contributing towards the purchase of PPE.

Procedure

- (1) Where appropriate, the following occupations may be supplied with safety footwear:
 - (a) Outside, full-time M.D. employees including working supervisors.
 - (b) Repair shop employees and other M.D. employees as determined by their manager.
- (2) All safety footwear shall be Canadian Standards Association approved.
- (3) Eligible employees will receive a voucher from “Marks Work Wearhouse” up to a total of \$200.00 per calendar year for a pair of safety footwear, or at the General Manager’s discretion a subsidy up to a total of \$200.00 will be paid upon submission of an expense claim with valid receipts attached. To be eligible for the subsidy, the safety footwear must be required for use on the job. Prior authorization is required before purchase.
- (4) Casual employees hired on the job requiring foot protection are to be advised that it is a condition of the employment that he/she provide their own safety footwear and will only be eligible for the safety footwear subsidy after being employed for six (6) months or more.

Review Period

Within five (5) years from date adopted / amended / reviewed.

For administrative use only:

Previous Policy Number: (prior to July 24, 2019)	10.12.17(1)
Related Documentation: (plans, bylaws, policies, procedures, etc.)	

Date Adopted: December 14, 2000

Resolution No: 00.672

Date Amended₍₀₄₎: April 26, 2017

Resolution No: 17.142