



City of New Hope, Minnesota **Safety Eyewear Program**

Policy

The City will provide all full time members with a prescription or non-prescription pair of Industrial Eye Protection Glasses using the American National Standard Institute (ANSI) 287.1-2003 Standard. This policy is extended to public works and parks and recreation supervisors and managers who may be in safety sensitive positions.

Guidelines & Procedures

Each employee will be given a copy of OSHA Standard 1910.133 at the start of their employment. Employees shall wear safety eye protection on the job where there is a potential danger of injury to the eyes from electrical flash or flying objects, or when performing safety sensitive jobs as described in OSHA 1910.133. The wearing of safety eyeglasses does not constitute protection offered where full goggles or other suitable type of eye protection must be worn.

A supply of non-prescription eyewear that meets the above specifications shall be kept on hand by management at all times for use by employees that do not require prescription eyewear.

For employees that require prescription eyewear, the employee may purchase a pair of safety glasses that meet the above specifications every other calendar year and be reimbursed for up to \$150 of the cost. Employees who normally wear prescription safety glasses while driving during the workday will be allowed to purchase prescription safety sunglasses in the off year for which they purchase safety glasses with up to \$150 reimbursement. If glasses purchased under this program are damaged performing a city job duty, replacement will be considered on a case-by-case basis.

The process for reimbursement shall be as follows:

- Employee provides detailed receipt of purchase showing that specified standards are met to public works operations manager.
- Operations manager will 1) validate standards are met, 2) time periods are met, then 3) submit employee expense form to director for signature and submission to finance.

Policy Maintenance

Discussed by Labor Management Committee on 2/10/2021

Review cycle: Every year – Next due 2/10/2022