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|  | Policy: Safety Glasses | Effective Date: January 1, 2005 |
| | | Revision Effective Date: |
| | Policy Number: HR-44 | Page 1 of 2 |
| | _____ S. Douglas Spell, City Manager | <u>Human Resources/Health and Safety</u> Responsible Party |

1. Purpose of Policy

It is the policy of the City of Monroe to ensure the safety of our employees by providing safety glasses for those in positions where safety glasses are required.

2. Requirements

Activities where safety glasses are required include, but are not limited to, the following tasks for all employees:

- Cutting of any type of pipe when using a gas- powered pipe saw;
- Cutting of concrete or asphalt, which usually requires use of a water spray bottle by a second employee, who must also wear safety glasses;
- Grinding with either a portable or bench grinder;
- Using a sledgehammer to break concrete or rock;
- Cutting of lumber or plywood with any type of power saw;
- Sanding of any wood or metal surface with a power sander;
- When operating a chainsaw or weed trimmer.

3. Double Protection

A “double protection” barrier is required for the following high-risk activities. (Double protection means wearing another shield outside of the standard safety glasses, e.g. either snug fitting goggles over prescription glasses, or a full face safety shield.);

- Cutting of any type of pipe when using a gas powered pipe saw;
- Grinding with either a portable or bench grinder;
- Using a sledgehammer to break concrete or rock;
- When wearing prescription safety glasses in order to protect the lenses from getting scratched;
- Any time the danger of ricocheting debris exists.

4. Prescription Safety Glasses

- The City will provide prescription safety glasses for employees who must wear corrective lens glasses on a regular basis and who perform tasks that regularly require the use of safety glasses. The following Departments are currently committed to this program:

- Water Resources - Construction Division;
- Water Resources - Maintenance Division;
- Energy Services - Electric Division;
- Energy Services - Natural Gas Division;
- Fire Department

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- The City will offer a variety of frames and lenses that are approved for safety glasses. The frames must meet current ANSI Z87.1 standards for impact protection and side shields;
- Employees that qualify for safety glasses will be expected to take extra care to avoid scratching of lenses or damage to frames. Most safety glasses will not fit in hard glass cases because of the side shields. However, glasses should be kept in flexible glass cases at all times when not in use. Proper cases will be available where glasses are purchased;
- The lenses will be Polycarbonate Industrial lenses with TD2 scratch resistant coating. Bifocals and transition lenses are available;
- Replacement of safety glasses will be every two (2) years. Every two years the condition of the glasses will be reviewed by a third party to determine if replacement is necessary;
- The minimum dollar allowance per pair is \$200.00 for single vision glasses and \$300.00 for bifocal glasses. The cost of the examination will be covered by the City's health insurance plan.
- Departments have the option of payment through a Safety & Health account or through their Miscellaneous account;
- Eye Wear Vendors – use the following medical providers when purchasing eyewear:
 - Charlotte Eye, Ear Nose and Throat
701 E. Roosevelt Blvd.
Monroe, NC
(704) 295-3725
 - Aycock Eye Associates
120 E. Phifer Street
Monroe, NC
(704) 283-2179
- Employees that discontinue employment prior to completing their probationary period will have the cost of any City supplied prescription eyeglasses deducted from their final check.

References: ANSI Z87.1