



<b>Title: Safety Clothing and Footwear</b>	<b>Policy No.: 20-02</b>	<b>E</b>
<b>Section: 03</b>	<b>Page No.: 1 of 3</b>	

<b>Legislation Reference:</b>	Alberta Provincial Statutes
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<b>Purpose:</b>	To promote the importance of safety clothing and proper footwear according to the County’s Safety Manual.
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**Policy Statement and Guidelines:**

**1. OBJECTIVE:**

- 1.1 This policy applies to all staff that are in a position that are required to wear safety clothing and/or safety boots.
- 1.2 To promote the importance of good safety clothing in making a safer work environment for all employees.

**2. GUIDELINES:**

**2.1 Safety Clothing Reimbursement Summer:**

Smoky Lake County employees that are required to wear coveralls and/or safety vests according to their job description, be given the opportunity to purchase two pairs of coveralls with reflective markings or reflective shirts, which the County will subsidize **50% (fifty) percent** of the cost of the coveralls and/or reflective shirts.

This subsidization can only be used once (1) every calendar year.

**2.2 Safety Clothing Reimbursement Winter:**

Smoky Lake County employees that are employed throughout the winter months that require to wear safety clothing be given the opportunity to purchase one (1) pair of winter wear with reflective striping. The County will subsidize **50% (fifty) percent** of the cost of the winter wear.

This subsidization can only be used once every two (2) calendar years.

**2.3 Safety Clothing Fire Service:**

Smoky Lake County employees that are identified to assist in the field of fire protection be given one pair of fire protection clothing to be used only for this purpose. The County will cover **100% (one hundred) percent** of the cost of the fire protection wear.

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<b>Policy Statement and Guidelines:</b>	
2.4	<p><b>Safety Footwear:</b></p> <p>Smoky Lake County employees that are required to wear steel-toed footwear for the purpose of their job description be reimbursed for the cost of the footwear to a maximum cost of <b>\$50.00 (fifty) dollars.</b></p> <p>This reimbursement can only be used once (1) throughout the calendar year.</p> <p>2.4.1 Employees shall be required to complete and submit <i>Schedule "A": <u>Boot Reimbursement Form</u></i> and provide a copy of the receipt of purchase to receive the refund.</p>

	Date	Resolution Number
Approved	<b>August 27, 1987</b>	# 685 - Page # 4804
Amended	<b>January 21, 2010</b>	# 258-10 - Page # 9215
Amended		
Amended		

