



Foot Protection (Safety Shoe) Personal Protective Equipment and Uniform Policy

8 April 2022

Safety Shoe Revised June 1, 2022

In order to protect the foot area against the possibility of injury in work classifications where injury to the foot may be of high risk, the following operating units: Maintenance, Steam Plant and Grounds personnel are required to wear appropriate footwear encompassing the entire foot as required by OSHA 1910.136. Foot protection (safety shoes) must comply with ASTM F2412-2005/F2413-2005 as amended.

The University will reimburse you up to the total sum of \$200.00 towards the purchase of either a single pair or multiple pairs of safety shoes. Reimbursement is per twelve (12) month period, and appropriate proof of purchase including ANSI Z41-1991 certification tag(s) must be submitted for the reimbursement.

Personal Protective Equipment June 24, 2013

All employees are required to wear appropriate Personal Protective Equipment (PPE) per OSHA 1910.132 (eye, ear and hand protection) which is provided by the University.

Uniform June 24, 2013

Villanova University provides uniform clothing to all Facilities employees. All employees are required to wear Facility Management issued uniforms. Upon completion of probation, each employee receives a \$250 uniform allowance. Employees will be expected to wear the logo on outer garment. Thus, summer uniform will be a shirt or t-shirt bearing the logo. In cool or cold weather, the jacket, coat, or other outer garment should be the issued logo garment. As items wear out, they may be presented to management for approval of replacement. Employees must be dressed in their appropriate uniform before 7:30am. No changing will be permitted after work begins except during lunch or break times.

Trousers shall be denim and they are not part of the uniform issue. Shorts are ONLY permitted in the **Grounds Department** in the Summer months after Graduation.

Shorts must be denim, have a factory hem no shorter than mid thigh with belt loops, NO elastic waist bands or drawstrings are permitted. They must be clean and neat with no rips, patches, or frayed at the bottom. Grounds employee's wishing to wear shorts must keep a pair of regular work trousers in their locker at all times in the event they are asked to do a task that requires trousers. Shorts may **NOT** be worn while operating chain saws or weed trimmers. Management reserves the right to suspend this privilege if an employee fails to comply with the above rules.

Employees shall arrive for work in a neat, clean uniform. Anyone not wearing appropriate foot protection, PPE or Villanova uniforms may be sent home without pay for that day or until they return with proper equipment or uniform.