

\_\_\_\_\_ (Name of Employer) is committed to providing a safe workplace free from potential risk of injury for its employees. Based on the nature of our industry, injuries from slips, trips, and falls are one of the primary risks for our employees. The purpose of this policy is to provide employees with footwear requirements, as well as detail employee and supervisor responsibilities to ensure the proper footwear is used to reduce the risk of injury from a slip, trip, or fall.

## GUIDELINES

- The employee’s shoes shall be identified by the manufacturer as slip-resistant.
  - A rubber sole with random patterns perpendicular to the direction of travel are most slip-resistant.
  - The shoes must be closed-toe and closed-heel.
- Shoes must be designed to protect against the presence of job-specific hazards (e.g.,oil, grease, etc.)

## RESPONSIBILITIES

### Employee:

- Wearing proper footwear is part of the required daily uniform.
- Shoes should be inspected daily for cleanliness and presence of contaminants in the treads.
- Tread that’s worn smooth greater than the diameter of a penny or AA battery indicates the shoe should be replaced.

### Supervisor:

- Monitor employees to ensure they’re wearing the appropriate footwear. Conduct random footwear inspections to ensure replacement when appropriate.
- Assess employee work areas for slip, trip, and fall hazards and if needed, facilitate correction/removal.

This policy has been established to minimize injury and promote a safe workplace. Your participation is essential to the success of our safety program and is also a condition of employment. If you have any questions, please contact your supervisor for assistance.

I have read and understand the established footwear policy. I also understand that failure to comply will result in appropriate disciplinary procedures.

**Employee  
Signature:**

\_\_\_\_\_

**Date:**

\_\_\_\_\_

**Supervisor  
Signature:**

\_\_\_\_\_

**Date:**

\_\_\_\_\_