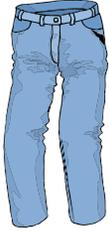


**PERSONAL PROTECTIVE EQUIPMENT (PPE)**  
**APPLICABLE TO GENERAL SERVICES ADMINISTRATION JOB DESCRIPTIONS MATRIX**

<b>BODY &amp; SKIN PROTECTION</b>	<b>Electricians</b>	<b>Grounds Personnel</b>	<b>Vehicle Mechanics</b>	<b>Carpenters / Painters</b>	<b>Housekeepers</b>
Reflective Clothing / Orange Vest 	<b>X</b>	<b>X</b>			
Sunscreen 	<b>X</b>	<b>X</b>			
Safety Glasses/Goggles 	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>
Face Shield 		<b>X</b>			
Welder Shield 			<b>X</b>		
Leather Gloves 	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>

<b>BODY &amp; SKIN PROTECTION</b>	<b>Electricians</b>	<b>Grounds Personnel</b>	<b>Vehicle Mechanics</b>	<b>Carpenters / Painters</b>	<b>Housekeepers</b>
Rubber Gloves 		X		X	X
Lineman's Insulated Gloves/Sleeves/ Leather Protectors 	X				
Hard Hat 	X	X			
Disposable Coveralls 	X			X	
Steel Toe Shoes/Boots 		X	X	X	X
Non-Conductive Safety Shoes/Boots 	X				
Earplugs/Earmuffs 	X	X	X	X	X

BODY & SKIN PROTECTION	Electricians	Grounds Personnel	Vehicle Mechanics	Carpenters / Painters	Housekeepers
Long-Sleeved Shirt 	X				
Long Pants 	X	X	X	X	X
Dust Mask 		X	X	X	X
Respirator 				X	
Asbestos Respirator 				X	

### Safety Shoes

Safety shoes give protection to your feet from the following hazards in your work places:

1. Protection from falling objects
2. Protection from slips, trips and falls
3. Protection from impact due to hitting with other objects
4. Protection from electric shock when you accidentally step on a broken live wire
5. Protection against burns when you step on a hot surface

Unlike normal footwear safety shoes are made in a special way to conform to different kinds of working conditions and generally have the following features:

- A Steel Toe Cap and a soft pad covering the edge of the toe cap
- A bottom sole of varying thickness and material according to the selection of hazardous type such as Oil Resistant, Slip Resistant, Anti-Static etc.
- A Steel mid sole to prevent penetration of sharp objects
- A shock absorbing insole to give comfort while working on a hard surface
- A high cut shoe provides protection against ankle injury

In those classifications where the employer requires that the employee wear safety shoes, the City shall issue allowance in the amount of \$75.00 for the purchase of an initial pair of safety shoes. At the discretion of the department director, the City shall provide an additional \$75 on an as-needed basis when the worn out or damaged pair of shoes is turned into the Department. For further details regarding the administration of safety shoes, please refer to Article 29 of the AFSCME 1907 contract.

As of the publishing of this manual, some departments (such as the Parks Department) are using the vendor Lehigh ([www.lehighsafetyshoes.com](http://www.lehighsafetyshoes.com)) to purchase safety shoes. A list of additional vendors that sell safety shoes can be provided by the Purchasing Department. The following City Departments purchase safety shoes: Police Department, Fire Rescue Department, Solid Waste, Code Enforcement, GSA, Public Facilities, Community Development, Public Works, Parks, NET, and Building.

