FREQUENTLY ASKED QUESTIONS

Q. Am I eligible for safety shoe?

Q. Do I have to be a full time employee of the University to be eligible for safety shoe?

Q. As a student employee of the University, am I eligible for safety shoe?

Q. How can a new/existing employee be enrolled in the safety shoe program?

Q. When should I request for my first safety shoe?

Q. How do I know my next due date for shoe replacement?

Q. How much is the approved rate for safety shoe purchase?

Q. Where and how can I purchase safety shoes?

Q. How do I get a safety shoe if I am a new hire, and the next shoe mobile visit is beyond 30 days?

Q. What is considered an acceptable or approved safety shoe?

Q. Who are the University’s approved vendors?

Q. Can I get a second shoe replacement within the same year?

Q. I could not make the shoe mobile visit as scheduled, can I still use my shoe voucher after that day?

Q. My safety shoes were in good condition at the time a replacement voucher was issued—which I declined, will I get another voucher at the next shoe mobile visit?

A. An employee is eligible for safety shoe when such employee job exposes the foot to injuries due to falling or rolling objects, objects piercing the sole, electrical hazard etc., as confirmed by the employee supervisor or EH&S.

A. No. Safety shoe is open to full time, part time and temporary employees of the University.

A. Students are not included in the safety shoe program. However, EH&S may include student employee if departments are willing to have the charges posted to their FOAP account. Students whose assignments expose them to foot injuries are encouraged to wear approved foot protection for safety.
A. Concern department or office should send details of eligible employee(s) which must include: employee full names, Banner ID, and the department’s account FOAP information to EH&S office for enrollment.

A. Eligible employee must purchase safety shoe within 30 days of hire.

A. Use the safety shoe tracker on the EH&S website or contact EH&S office if not found.

A. The current rate as approved by the Office of State Budget and Management is $100 per pair, per calendar year. Any additional cost exceeding this rate shall be borne by employee and must be paid at the time of purchase.

A. EH&S schedules shoe mobile visit to campus once every quarter. Schedule dates for each year are posted on the EH&S website. Shoe vouchers (worth $100) are distributed to eligible employee through their supervisors prior to each shoe mobile visit.

A. Employee may purchase “approved safety shoes” out of pocket for which a reimbursement will be provided. Upon purchase, employee should bring original receipt of purchase, and the safety shoe (for inspection) to the EH&S office for the reimbursement process.

A. Approved safety shoes are those that comply with the current ASTM F-2412-2005 and F-2413-2005 standards. This standard has currently replaced the ANZI-Z41-1999 standard, for more information see ASTM announcement. Any shoe purchase that does not meet this provision shall not be accepted and reimbursement will not be provided.

A. The University’s current approved vendors are Sutton’s Safety Shoe and Saf-Gard Shoe Company. Purchase can also be made at the Country Casual Discount Shoe Retail Warehouse located here.

A. No. Employees are encouraged to make good selection at the time of purchase and ensure shoes are well maintained within the period of validity (12 months). If replacement is necessary due to the job environment, employee should work with their supervisors to ensure adequate foot protection.

A. Yes. Shoe vouchers are valid for the entire month issued. Employee may present voucher at the Country Casual Discount Shoe Retail Warehouse for purchase. Shoe vouchers not used at the month issued become invalid by the 1st day of the next month.

A. Yes, but you will have to contact EH&S to let us know.