
Procedure Title: PPE Allowance
Policy: 1900-12
Adopted: June 13, 2006
Amended:



POLICY STATEMENT:

The purpose of this policy is to ensure that safety measures are in place and affordable for all employees of the Village of Mannville.

GUIDELINES AND PROCEDURES:

The Village of Mannville is committed to contribute to the safety of all employees while serving the community in daily tasks. Personal Protective Equipment is an integral part of the Village Safety Program. Recognized Safety Boots are one type of personal protective equipment and will be provided to all employees using the following guidelines:

- The Village of Mannville will contribute up to *one-hundred-dollars (\$100.00)* annually towards the purchase of one pair of CSA approved Recognized Safety Boots
- The Supervisor in each department will *provide approval* for each respective staff member prior to purchasing Safety Boots
- Employees must provide the *original receipt* to be reimbursed for the purchase of Safety Boots
- In the event of termination or dismissal of an employee, the supervisor may advise the payroll clerk to deduct the cost of the safety boots from the final pay cheque of an employee