

Louisiana State University

Facility Services

Operating Instruction 4003A

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SUBJECT: SAFETY FOOTWEAR PROCEDURES/FOOT PROTECTION

I. General

Safety Footwear is required when working in areas where there is a danger of foot injuries due to slipping hazards, falling/rolling objects, objects piercing the sole, and when the use of protective footwear will protect the affected employee from an electrical hazard, such as static discharge or electric shock hazard. Situations which also require the use of protective footwear include:

- Handling heavy objects and/or tools that could be dropped
- Work activities that involve manual material handling carts, heavy pipes, or bulk rolls, all of which could potentially roll over an employee's feet

B. Foot protection shall comply with ASTM F2412-2005 or F2413-2005 as referenced in OSHA 29 CFR 1910.136(b)(1)(i). Link below:

<https://www.osha.gov/laws-regs/regulations/standardnumber/1910/1910.136>

C. Facility Services mandates the wearing of safety shoes for employees in cases where a hazard exists that is capable of causing injury or impairment to the body and the use of protective footwear would protect against the hazard

D. Basic footwear should be of sturdy construction and support, made of leather, rubber or synthetic material, and have a slip-resistant sole

E. Prohibited footwear includes, but is not limited to, sandals, rubber flip flops, open toed shoes, or shoes with heels more than 2" high

II. Protective Footwear Selection and Distribution

A. The Director of each Facilities group is responsible for performing a hazard assessment, with the assistance of LSU Environmental Health & Safety (EHS), to determine which type

of protective footwear is required for the department

- B. The Director will make the selected “Special Task” protective footwear available to all employees who require it during performance of their job duties
- C. Protective footwear should be replaced as it becomes worn or damaged during an employee’s work routine.

III. Responsibilities

- A. As directed, each employee is responsible for wearing and maintaining safe footwear. If an employee loses or intentionally damages their LSU-issued protective footwear, the employee will be responsible for replacing it.
- B. LSU will provide an annual stipend/funding for purchase of safety footwear through an LSU approved vendor.
 - New employees will be provided a stipend to purchase safety footwear through an LSU approved vendor at time of employment
- C. Each supervisor will be held accountable for ensuring that safety footwear is worn and that unsafe footwear that will result in accidents or injuries to the employee is not worn.
- D. If LSU safety footwear is required, the employee must wear either LSU-issued or self-provided safety footwear during work hours.

IV. Examples of Protective Footwear

- A. **Steel/Composite Safety Toe Boots**- Provides protection to the toes when personnel are exposed to injury as a result of heavy falling or rolling objects on a regular basis, such as tools, equipment, and materials handling
- B. **Metatarsal Guards**- Provides protection to the top of the foot, as well as toes. Guards are available as a temporary accessory when protection is needed only for a brief period of time
- C. **Rubber Boots/ Rubber Boots with Steel Toe**- Utilized to keep feet dry and comfortable in wet conditions
- D. **Floor Stripping Shoes**- Provides extra traction during the process of floor stripping and waxing
- E. **Electric Hazard Shoes**- Electrical insulators that prevent or reduce the flow of electrical

current from the feet to the ground. Electric Hazard rated shoes can also prevent electric shock from stepping on a live conductor

- F. **Puncture Resistant Shoes**- Midsole of the shoe is protected from sharp objects that can pierce or penetrate the sole of the shoe
- G. **Cut Resistant Shoes**- Shoes are cut resistant to protect workers while they are using a chainsaw or other cutting tool

V. Departmental Shoe Requirements

A. Building Services:

- **Custodian** - Slip resistant shoes
- **Floor Finishing Crew**- Rubber stripping over shoes to be worn while refinishing floors
- **Pressure Washing Crew**- Safety toe rubber boots
- **Moving Crew**- Safety toe shoes required

B. Landscape Services:

- **Grounds/Concrete Crew** - Safety toe and puncture resistant shoes required
 - Safety toe and puncture resistant rubber boots are only required while working with concrete or in areas requiring use of rubber boots
- **Arborist Crew** - Safety toe, puncture resistant, and cut resistant footwear required
- **Hurricane Cleanup Crew**- Safety toe, puncture resistant, and cut resistant boots required for chainsaw use

C. Architectural Systems:

- **Carpenters, General Maintenance Repairers**- Safety toe shoe required
- **Roofing / Sheet Metal Group (Sheet Metal Masters & Maintenance Repairers**- Safety toe shoe and fire resistant/leather boots required
- **Plasterers & Painters** – Slip resistant shoe required
- **Locksmith** – Slip resistant shoe required

D. Mechanical Systems:

- **Plumbing**- Safety toe, leather, and defined heel required
 - Safety toe rubber boots required when working in tunnels/excavations/pits
- **HVAC** - Safety toe shoe required
- **Boiler Operation** - Safety toe, leather, and defined heel required

E. Electrical Systems:

- **Electricians (ALL)** - Safety toe and electrical hazard footwear required
 - Safety toe and electrical hazard rubber boots required when working in tunnels/excavations/pits

- **Fire Alarms** – Slip resistant shoe required

F. **Auto Shop**- Safety toe and slip resistant shoe required

Appendix A OSHA 29 CFR 1910.136(b)(1)(i)