

Prescription Safety Glasses Policy

POLICY STATEMENT

To ensure that all personal protective equipment fits appropriately increasing its efficiency and that the Shire of Cunderdin continues to promote a high degree of health and safety in the workplace.

APPLICATION

This policy applies to all Shire employees in the Works and Services/Depot department with the exception of employees on casual contracts, independent contractors and volunteers.

Reimbursing an employee for prescription safety glasses will only be approved when the safety glasses provided by the Shire, designed to fit over prescription glasses, do not fit properly and are therefore not fit for purpose.

Glasses purchased must comply with the Australian/ New Zealand standards:

1. AS/NZS 1337:1992 Eye protectors for industrial applications; and
2. AS/NZS 1338:1992 Filters for eye protectors.

Approved reimbursements will be based on the above criteria.

The Shire will reimburse employees for the cost of prescription safety glasses up to a maximum value of \$200.

Employees may purchase glasses with a value over \$200, however the employee shall be responsible for any expenses in excess of \$200. If the amount is less than the prescribed \$200 amount and or the employee obtains a rebate of any kind, which brings the total costs incurred for the purchase of the glasses, the Shire will only reimburse the employee for their out-of-pocket expenses.

Employees wishing to be reimbursed will be required to produce:

1. A receipt for the glasses; and /or
2. A private health insurance or other rebate receipt (if applicable).

Prescription safety glasses may be replaced where:

1. They are lost or stolen;
2. They are scratched or damaged during regular work duties; or
3. The employees prescription changes.

Employees are entitled to one (1) pair of prescription safety glasses per financial year. Additional replacements within the same annual financial year will only be considered under extenuating circumstances as assessed by the employee's manager.

Attending appointments and cost of eye examination is the sole responsibility of the employee.

OBJECTIVE

To comply with the *Work Health and Safety Act 2020* in providing appropriate personal protective equipment (PPE) for employees.

To provide prescription safety glasses for employees where optical aids are required and their regular duties require the use of safety glasses.

STATUTORY CONTEXT

Local Government Act 1995

Work Health and Safety (General) Regulations 2022

CORPORATE CONTEXT

Shire of Cunderdin Policy Manual

9.1 Occupational Safety & Health – Employees Volunteers, Contractors, Visitors.

HISTORY

Adopted 20 December 2023

REFERENCES

Nil.