ARTICLE VIII REIMBURSEMENT PROGRAMS

Section 4. <u>Boots</u> (Section 3. for the Office Services Unit and Section 5. for the Supervisory Management Unit)

E. The parties agree to establish a working group to identify additional classifications or to develop a policy for identifying classifications and/or positions qualifying for safety boot reimbursement.

A Department Head in conjunction with Risk Management and/or the Department Safety Manager may authorize provision of safety work boots through a boot-mobile, voucher, or a reimbursement of a maximum of \$150 per fiscal year for the term of this MOU for additional classifications/employees per the following parameters:

- As a result of their duties, the employees are required to wear safety compliant work boots.
- There is written documentation on file of the Risk Management and/or the Department Safety
 Manager assessment and the justified business need for the employees to wear safety compliant work boots.
- There is written documentation on file detailing the classifications that qualify for safety work boots. The documentation shall be based on classifications within the department or specific division/s unit/s.
- If the safety work boots are not required to be worn frequently (e.g., twice weekly, the Department Head may authorize provision of safety work boots on a less frequent basis).
- The department is able to absorb any increased costs within its existing budget.
- If a department implements a program to provide safety work boots through a boot mobile and/or voucher system, the employees will no longer be entitled to the safety work boot reimbursement.
- F. During the first year of this contract, a Department Head in conjunction with Risk Management may authorize provision of safety work boots through a boot-mobile, voucher, or a reimbursement of a maximum of \$150 per fiscal year for additional positions/employees that as a result of their duties are required to wear safety compliant work boots on a regular basis.

Each department has the option to implement specific safety work boot policies for employees in the designated and/or approved classifications who are required to wear compliant protective footwear.