**Safe Work Practice**

**TASK – Care and Use of Safety Footwear**

****** *This task may only be performed by trained and authorized personnel.*

|  |  |  |
| --- | --- | --- |
| **Hazards Present:**   * Crushing * Falling objects * Sharp objects cutting or puncturing * Electrical discharge * Explosive atmospheres * Extreme temperatures * Slips and falls/slippery surfaces * Water exposure * Chemical exposure * Rotating or abrasive machinery | **Personal Protective Equipment**  **(PPE)**  **or Devices Required:**   * CSA Approved Safety foot Wear | **Additional Training**  **Requirements:** |

***NOTE:*  *All procedures obtained from mySafetyAssistant™, operator manuals or other samples must have the consultation of workers and be thoroughly reviewed to ensure they are accurate for your workplace and your jobs!***

***NOTE*: Workers must be trained in a way that demonstrates they are competent. JUST READING a SWP is NOT training. Workers must demonstrate they can safely perform task and trainer/supervisor must follow up regularly to ensure workers are performing task in a safe manner. Document each occurrence in the employee’s training record.**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Proper operation:**   1. **Fit of Safety Footwear**  * Before you buy a pair of safety shoes/boots, walk in them to ensure they are comfortable. * Boots should have sufficient toe room (approx. 12.5mm from the end of your toes to the front of the shoe) * Take socks with you that you would typically wear on the job, so the shoe is large enough to fit the sock. * Ensure laces are laced fully, so that shoes/ boots fit snuggly around heel and ankle. * High lace up boots are especially important to have snug, because they provide against rolled and sprained ankles.  1. **Care of Safety Footwear**  * Inspect footwear for damage before each use and replace if: * laces are broken * the sole is damaged * there are holes in the shoe/boot * tongue is missing * Protective coatings can be used to make footwear water resistant  1. **Storage**  * Follow manufacturer’s instructions. * Protect from excessive moisture, vermin, damaging chemicals, oils, greases or any other potential hazard that may have a detrimental effect on the footwear.   **Symbols on footwear** (These symbols will help you determine which footwear is appropriate for specific jobs.)   |  |  |  | | --- | --- | --- | | **Protection Markings** | **Safety Features** | **Recommended Use** | |  | **Green triangle** indicates sole puncture protection with a Grade1 protective toe to withstand impacts up to 125 Joules. Comparable to a 22.7 kg (50 lb) weight dropped  from 0.6 m. Sole puncture protection is designed to withstand a force of not less than 1200 Newtons (270 lbs)  and resist cracking after being subjected to 1.5 million  flexes. | For any industry, especially construction and heavy work environments where sharp objects, such as nails are present. | |  | **Yellow triangle** indicates sole puncture protection with a Grade 2 protective toe to withstand impacts up to 90 Joules. Comparable to a 22.7 kg (50 lb) weight dropped  from 0.4 m. Sole puncture protection is designed to withstand a force of not less than 1200 Newtons (270 lbs)  and resist cracking after being subjected to 1.5 million flexes. | For light industrial work environments requiring puncture protection as well  as toe protection. | |  | **Blue rectangle** indicates Grade 1 protective toe without sole puncture protection. Grade 1 protective toe  withstands impacts up to 125 Joules. Comparable to a 22.7 kg (50 lb) weight dropped from 0.6 m. | For industrial work environments not requiring puncture protection. | |  | **Grey rectangle** indicates Grade 2 protective toe without  sole puncture protection. Grade 2 protective toe  withstands impacts up to 90 Joules. Comparable to a  22.7 kg (50 lb) weight dropped from 0.4 m. | For institutional and nonindustrial  Work environments not requiring  puncture protection. | |  | **White label with green fir tree symbol** indicates chainsaw protective footwear. Protective features are designed into the boots to prevent a running chainsaw  from cutting all the way through the boot uppers so as to protect the shins, ankles, feet and toes. | For forestry workers and others exposed to handheld chain saws or other cutting tools. | |  | **White rectangle with orange Greek letter omega**  indicates soles that provide resistance to electric shock. Such certified footwear contains a sole and heel design assembly that, at the point of manufacturing, has electrical insulating properties intended to withstand 18,000 Volts and a leakage current not exceeding 1 mA. | For an industry where  accidental contact with live  electrical conductors can  occur.  Warning: Electrical Shock Resistance deteriorates with wear and in wet  environments. | |  | **Yellow rectangle with green “SD” and grounding symbol** indicates soles are static-dissipative. The outer  soles are made from an antistatic compound, chemically bound into the bottom components, capable of  dissipating an electrostatic charge in a controlled manner. The test criteria are 106 to 108 Ohms. Note that  SD footwear without toe protection will not have sole protection certified by CSA. | For any industry where a static discharge can create a hazard for workers or equipment. | |  | **Red rectangle with black “C” and grounding symbol**  indicates soles are electrically conductive. The outer soles are made from a conductive compound that is permanently bound to the bottom components to provide  electrical grounding of each foot. Test criteria are 0 to 500,000 Ohms. | For any industry where static discharge may create a hazard of  explosion. | |

***NOTICE:* Report all hazardous situations to your supervisor without delay!**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Guidance Documents / Standards / Applicable Legislation / Other:**  **Guidance Documents**:   * Manufacturer’s Instructions / Manual * MSDS   **CSA Standards**   * CSA-Z195-02 Protective Footwear * CSA Z195.1-02 Guideline on Selection, Care and Use of Protective Footwear   **Manitoba Workplace Safety and Health Regulation, MR 217/2006 as amended:**   * 2.1.1 Safe Work Procedures * 6.1 Personal Protective Equipment | **This Safe Work Practice will be reviewed any time the task, equipment, or materials change and at a minimum every three years.**   |  | | --- | | Completed / Approved By: | |  | | Date Completed: | |  | | SWP Last Reviewed / Revised by and date: | |  | |

**This Safe Work Practice has had the consultation of the following workers:**

Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Position \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_

Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Position \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_

Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Position \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_