

## Policies and Procedures

Department: Operations	Issued By: Operations
Topic: Safety Vest	Origination Date: October 10, 2013
Page 1 of 1	Effective/ Revised Date: Nov. 10 <sup>th</sup> , 2017

### Policy:

Safety vest are required to be worn when doing any loading or unloading or pushing of equipment in the streets. Safety vests are also required when working in an area with poor visibility or in any moving machinery.

### Regulations:

ANSI/ISEA 107-2010: American National Standard for High Visibility Safety Apparel and Headwear

### Responsibility for use and enforcement:

#### A. Employee

1. Are required to have Safety vest on at all times while work is being conducted during loading / unloading or pushing of equipment in streets.
2. Safety vests are required when working in an area with poor visibility or in any moving machinery.
3. Safety vests are to be worn anytime visibility can be increased by being worn.

#### B. Supervisor

1. It is the supervisor's responsibility to see that employees have been issued and wear safety vests when required. Disciplinary action, in accordance with the Safety Vest Policy, may be taken against employees who fail to wear safety vests when required.
2. Ensure contractors know and apply this policy.

### Requirements:

Workers who work near roadways where there is moving vehicles or machinery. Workers who are operating any type of moving machinery or vehicle.

#### A. Maintenance and care of the safety vests

1. Safety vests shall be inspected before each time of usage, look for:
  - a. Damage due to rough treatment or wear

#### B. Safety vests must be worn as designed.