

STATE OF HAWAII
DEPARTMENT OF PERSONNEL SERVICES
825 MILILANI STREET
HONOLULU, HAWAII 96813

May 8, 1974

MEMORANDUM

TO: All Department Heads

FROM: Director of Personnel Services

SUBJECT: Provisions of Prescription Safety Glasses

This Memorandum supersedes the DPS Memorandum dated October 19, 1973 on the issuance of prescription safety glasses.

The following guidelines should be followed in order to have uniformity among Departments.

The employing agency or department will provide prescription safety glasses to employees when the following conditions are met:

- The employee already wears or is required to wear prescription glasses.
- The employee is required to perform work where machines, environment, or operations present eye hazards of harmful liquids or flying materials or any kind.
- There is a reasonable probability of injury to the employee's eyes that can be prevented by use of prescription safety glasses.

After the department approves the issuance of the prescription safety glasses in accordance with the above conditions, the agency or department, at its expense, shall provide for the cost of standard prescription safety glasses, which includes a standard non-cosmetic safety frame. The cost for the eye examination (including the prescription) shall be paid by the employee. Sick leave shall be allowed for eye examination which the employee cannot schedule for non-work time. All prescription safety glasses shall meet the requirements of the American National Standard for Occupational and Educational Eye and Face Protection, Z87.1-1968.

Employees already possessing safety glasses meeting the required specifications shall not be issued an additional pair of glasses under this policy.

The agency or department will provide for the replacement cost of standard prescription safety glasses and or frame when it is damaged or lost in the performance of duty. When the employee needs a replacement because of changes in his vision, the agency or

department will provide for the replacement cost of the safety lenses. The cost of the eye examination (including the new prescription) shall be paid by the employee. Any employee wilfully damaging or losing prescription safety glasses will be responsible for the entire cost of replacement.

All employees provided prescription safety glasses or any eye protective equipment shall be required to use such protective equipment while exposed to possible hazardous working conditions. Failure to use personal protective equipment as directed may be grounds for disciplinary action.

It is further emphasized that employees, who, for any reason are not provided with prescription safety glasses, are not exempted from rules covering eyewear. Such employees will use coverall goggles or other appropriate eyewear whenever they are in eye hazardous areas.

/s/ (Mr.) JAMES H. TAKUSHI
Director of Personnel Services

cc: All Department Personnel Officers
UPW
HGEA
HNA
Personnel Director
City & County of Honolulu
County of Hawaii
County of Maui
County of Kauai

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