1. **Purpose** – ASU Employee method to obtain safety glasses at the Arizona State University MacroTechnology Works located at 7700 S. River Parkway, Tempe, AZ

2. **Applicable Regulations**
   b. ANSI Z87.1-2003

3. **Reference Documents**
   a. NA

4. **Safety Glasses**
   a. Departments are responsible for providing and paying for safety glasses
   b. Departments can order safety glasses from any supplier, and **ALL** Safety Glasses must meet the requirements of ANSI Z87.1
   c. For employees with prescription glasses, departments can either purchase “Over-the-Glasses Safety Glasses” for employees to wear, or may reimburse employees as follows:
      i. Employee is responsible for obtaining their eye exam and current prescription, which they can use their own ASU healthcare vision program
      ii. ASU recommends departmental reimbursement of $100.00 for prescription safety glasses lenses and frame (ANSI Z87.1). Anything above $100.00, employee is responsible for payment
      iii. Employees can use any vision care provider to obtain prescription safety glasses
      iv. Employees must get ANSI Z87.1 prescription safety glasses
      v. Employees must get side shields with their prescription safety glasses; they can be permanently affixed or removable side shields
      vi. Employees must save receipt, and turn into Department Administrator for reimbursement

5. **Notes**
   a. Employees should shop carefully for their safety glasses. It may be possible to obtain a pair of prescription safety glasses (lenses and frame) for less than $100.00. You can check WalMart stores with a vision centers, your eye care provider, etc.
   b. ASU recommends a new pair of prescription safety glasses every 2 years, or if a work related incident damages their prescription safety glasses.

6. **Revision Update**
   a. Document created by James Kotonias on 4-4-05
   b. Revised to indicate that this is an MTW document – Dave Yost, 12/2/08, 1/8/09