



Safety Footwear Assessment Procedure

The following procedure is to assist departments in determining if the position being assessed and whether the employee in the position is entitled to the safety footwear allowance.

The procedure includes the following steps:

1. Assessment of Risk Factors
2. Safety Footwear Hazard Assessment
3. Department rationale
4. Corporate Health and Safety review

1. Assessment of Risk Factors

Departments should consider the potential hazard areas that the worker may be exposed to. The assessment is based upon the workplace environment and specific work activities.

2. Safety Footwear Hazard Assessment Worksheet

The worksheet is meant to assist departments in determining whether safety footwear is a **requirement** of the position being assessed.

Questions to consider for the questionnaire:

- "Is this a hazard for my workplace?"
- "Will the footwear provide protection from this hazard?"

NOTE - Following the hierarchy of controls, a means to mitigate the hazard to the foot and ankle is the wearing of appropriate personal protective equipment (PPE) safety footwear.

3. Department Rationale

The department rationale is supported by the Assessment of Risk Factors, the Safety Footwear Hazard Assessment Worksheet and consideration of length of time exposed to the hazard.

CSA Standard Z195.1-02 *Guideline on Selection, Care, and Use of Protective Footwear* section 5.1 table provides a [Footwear Protection Guide Suggested Protection for Various Hazards](#). This table is replicated in the Additional Information section of this document for reference.

4. Corporate Health & Safety Review

A review of the identified risk factors, assessment worksheet and department rationale will be undertaken by the Corporate Health & Safety Unit for process and completion.

1. Assessment of Risk Factors



Assess and identify yes or no to the potential hazard areas:

	YES	NO
Risk of objects falling onto or striking employees' feet	<input type="checkbox"/>	<input type="checkbox"/>
Material or equipment might roll over employees' feet	<input type="checkbox"/>	<input type="checkbox"/>
Sharp or pointed objects might cut the top of employees' feet	<input type="checkbox"/>	<input type="checkbox"/>
Foreign objects may penetrate the bottom or side of foot	<input type="checkbox"/>	<input type="checkbox"/>
Exposure to corrosive or irritating substances	<input type="checkbox"/>	<input type="checkbox"/>
Exposure to explosive atmospheres	<input type="checkbox"/>	<input type="checkbox"/>
Risk of static electrical discharges igniting an explosion or fire	<input type="checkbox"/>	<input type="checkbox"/>
Risk of damage to sensitive electronic components or equipment due to discharge of static electricity	<input type="checkbox"/>	<input type="checkbox"/>
Risk of coming into contact with energized conductors of low to moderate voltage (eg, 220 V or less)	<input type="checkbox"/>	<input type="checkbox"/>
Risk to ankles from uneven walking surfaces or rough terrain (in which ankle support is required)	<input type="checkbox"/>	<input type="checkbox"/>
Risk of foot injury due to exposure to extreme hot or cold environments / substances / surfaces	<input type="checkbox"/>	<input type="checkbox"/>
Risk of slips and falls on slippery walking surfaces	<input type="checkbox"/>	<input type="checkbox"/>
Exposure to water or other liquids that may penetrate the footwear causing damage to the foot and the footwear	<input type="checkbox"/>	<input type="checkbox"/>
Risk of exposure to rotating or abrasive machinery (eg, chainsaws or grinders)	<input type="checkbox"/>	<input type="checkbox"/>

Length of time exposed to hazards: _____

Action – transfer any “YES” to the Safety Footwear Hazard Assessment Worksheet and identify the protection required.



2. Safety Footwear Hazard Assessment Worksheet

Employee Name: _____

Position: _____

Worksheet Completed By: _____

Date: _____

Hazard Types	Toe Impact	Metatarsal Impact	Puncture / Penetration	Chainsaw Cutting	Electric Shock	Electrical Conduction	Static Dissipation
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



3. Rationale

Provide a rationale for the decision:

Supervisor: _____

Date: _____

Department: _____

4. Corporate Health & Safety Review

Comments:

Reviewed by: _____

Date: _____



Additional Information

Definitions

HAZARD – Any source of potential damage, harm or adverse health effect on something or someone under certain conditions at work

RISK – Is the chance or possibility that a person will be harmed or experience an adverse health effect if exposed to a hazard

Yukon Occupational Health and Safety Regulations

1.08 All workers shall provide and wear
c) appropriate footwear including safety footwear as described in subsection 1.13 (c) of these Regulations, where there is risk of injury to the feet.

Footwear Protection Guide - Suggested Protection for Various Hazards

Copied from CSA Z195. 1-02

Hazard Types	Protection							Comments
	Protective Toe	Protective Sole	Metatarsal Protector	Electrical Insulation	Static Dissipation	Conductive Sole	Chainsaw Protection	
Falling objects	✓✓		✓✓					Metatarsal guards are recommended where heavy objects may fall on foot.
Rolling objects	✓✓		✓✓					Select Grade 1 toe protection.
Sharp objects	✓✓	✓✓	✓✓					Protect against sharp objects penetrating sole and top of foot.
Hot objects	✓	✓	✓					Select Thermal insulating footwear in high-heat conditions.
Electric shock				✓✓	X	X		SD and conductive footwear offer no protection
Static discharge Micro-circuits				X	✓✓			Insulating footwear is hazardous to circuits.
Static ignition				X		✓✓		In addition, ground all containers and equipment.
Saw cutting	✓✓	✓	✓				✓✓	Select footwear for environmental conditions.

- ✓✓ Highly recommended.
- ✓ Recommended (depending on degree of hazard).
- X Do not use.