

## Receipt of Personal Protective Equipment (PPE) & Tools

The company is providing the following personal protective equipment for use during work:



**Metal Strap Cutting Scissors:**

Metal Strap Cutting Scissors are provided to employees and must be used as required. In order to replace employee must provide previous damaged item. If lost, employee must pay replacement fee of \$55.00.



**A subsidy of \$150.00 for Steel Boots and/or Back Support:**

Boots must be always worn inside the warehouse area. Back support is optional. Submit purchase receipt to manager to receive reimbursement.



**Bump Cap:** Hat or Cap must be

always worn inside the warehouse area. In order to replace employee must provide previous damaged item. If lost, employee must pay replacement fee of \$16.00.



**Wrench Bar:** Wrench Bars are

provided to employees and must be used as required. In order to replace employee must provide previous damaged item. If lost, employee must pay replacement fee of \$10.



**Cutting Resistant Jacket:**

Jacket must be worn every time employee is handling glass. In order to replace employee must provide previous damaged item. If lost, employee must pay replacement fee of \$250.00



**Company Polo Shirts:**

Employee is provided with 6 shirts per calendar year to be worn every day of the week.

**I acknowledge receipt of the company's property listed above. I will maintain the property in good condition and will return it upon termination of employment or earlier upon request. I will report any loss or damage immediately. I agree that I will use the property for work-related purposes only.**

Employee Signature: \_\_\_\_\_ Employee Name: \_\_\_\_\_ Date: \_\_\_\_\_