

UNITED STATES POST OFFICE

DATE: June 11, 1990
OUR REF: CED03:SAS:jaw
SUBJECT: FOOTWEAR POLICY

TO: ALL EMPLOYEES

Supervisor's Safety Handbook, EL 801
Appendix A (p. 9 & 10) - Footwear

A.1 Wearing good shoes is important to Postal personnel, whether they walk many miles on a route or handle mail in the workroom. Since materials handling and walking make up the bulk of postal work, special care should be taken in the selection of shoes by all postal employees. The shoes should:

- a. Be fully enclosed at the heel, toe, and sides.
- b. Be constructed of leather or substantial synthetic poromeric material. Canvas or nylon are not acceptable.
- c. Provide adequate protection to the feet from accidental injury.
- d. Shoes should be equipped with heels no higher than 1-1/2 inches (measured from the back) to prevent leg muscle strain. An exception may be warranted when special shoes are required for orthopedic reasons.
- e. Soles of shoes should not be excessively thin, either by design or from excessive wear. The thinner the sole by design, the harder the composition of the sole should be.
- f. Heels and soles of all shoes should be slip-resistant. Heels with steel taps must not be allowed on the workroom floor.
- g. Sandals, clogs, platforms, sneakers, athletic or jogging shoes without leather or poromeric uppers, mules, house slippers, boots with under slung heels, open-toed and high-heeled or spike heeled shoes are unacceptable for use in postal operations.

Employees wearing unacceptable footwear must be advised of postal policy on shoes and prohibited

from wearing such footwear in work areas. The responsibility for determining whether a particular style of shoe is acceptable footwear on the work-room floor properly belongs to the supervisor having jurisdiction over the work location.

Norman W. Grice, Jr.
for Thomas C. Johnson
Field Division General Manager/Postmaster
USPS - Des Moines Division
Des Moines, IA 50318-9998