

BUSINESS AFFAIRS MEMORANDUM 2013 - 12

TO: All Departments

FROM: Gregory M. Lovins
Vice Chancellor for Business Affairs

DATE: December 16, 2013

REFERENCE: Safety Shoe Allowance Adjustment

Based on a request from the Division of Safety, Workers' Compensation and Wellness of the Office of State Human Resources, the Safety Shoe allowance for state employees is being adjusted. Effective January 1, 2014, the safety shoe allowance for state employees will **increase** to \$100 (from \$80 per year). It is the intent of this adjustment to ensure that state employees are provided ample opportunity to purchase the proper and necessary safety shoes required by the job for adequate foot protection.

If you have specific questions regarding the new safety shoe allowance rate, please contact the Environmental Health and Safety Office at 262-4008.

GML/shoes