Safety Shoes and Eyeglasses Instructions

Those requiring Safety Shoes must send a request to Achim Franz at <u>afranz@bnl.gov</u> in order to complete an *ePro Requisition*. Once he send you the Safety Shoes Voucher, it must then be submitted to the Safety Shoes and Eyeglasses Office in Building 30.

Prescription Safety Glasses form can be pick up in room 2-183. The form must then be submitted to the safety glass representative in building 30.

Office hours are according to the following schedule and effective 11/18/14:

Shoes

Open Tuesday & Thursday ONLY 9AM to 12:30PM & 1:30PM to 4:30PM (Closed for lunch 12:30 to 1:30) CLOSED Monday, Wednesday & Friday

Glasses

Open Wednesday ONLY 9AM to 12:30PM & 1:30PM to 4:30PM (Closed for lunch 12:30 to 1:30) CLOSED Monday, Tuesday, Thursday & Friday

For more information, please go to https://intranet.bnl.gov/safety/shoes-glasses.php