

Safety Briefing Guide

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SB# 01 – 2020

Subject: 2020 Safety Boot Program

The new 2020 Safety Boot Program is one of the most comprehensive safety boot programs in the rail industry. The carefully selected offerings of safety boots and overshoes help employees perform their jobs safely, efficiently and injury free. The Anacostia Affiliate – 2020 Safety Boot Program provides eligible employee with a subsidy toward purchase of approved safety boots and anti-slip overshoes. Effective immediately, all boots and overshoes will be ordered through an on-line selection and ordering process. Details of this process are outlined in the “NEW – Online Safety Boot Ordering Process” document.

See the below for frequently asked questions and answers on the 2020 Safety Boot Program.

Questions and Answers – Q&A

- Q. What is new in the 2020 Safety Boot Program (the “Program”)?
- A. The Program features an expansive selection of high-quality boots and overshoes that are designed to withstand the rigors of railroad operation. There is an expanded selection of the very popular Ariat boots (8 styles) and the Timberland brand (12 styles) available. There is also a selection of Avenger, Carolina, Danner, Justin, Terra and Snowgear overshoes or boots.
- A new [on-line safety boot selection and ordering process](#) has been introduced. The online process allows employees to view detailed pictures of the various boots. Significant information about the boots is offered on the web site. Contact your supervisor or Safety Boot Program Administrator if you are in need to new safety boots or overshoes.
- Q. Does the railroad subsidize the cost of safety boots and overshoes?
- A. Yes. The railroad will pay up to \$110.00 toward the cost of eligible safety boots that are purchased through the Program. The 70% subsidy keeps employee costs for 19 out of the 28 boots at \$71 or less, including shipping. As in the past, the boot vendor will continue to include a complimentary pair of high-quality socks (\$4 value) with each boot order. Overshoes are subsidized at 80% of the total cost. Chet’s Shoes offers a no cost return/exchange policy.
- Q. How do I know what brand and model of footwear will work best for me?
- A. The new on-line web site includes information about the footwear in the program. Chet’s Shoes also has a Boot Hotline (1- 800-499-5476) and will be pleased to offer advice on the brands/styles of footwear that may work best for your work situation. All boots and overshoes are proven products that perform well in railroad environments.



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Q. How do I order safety boots and/or overshoes through the new on-line ordering process?

A.

1. Secure approval to order new boots from your supervisor or the Safety Boot Program Administrator.
2. Contact Chet's Shoes during normal business hours at (866) 251-5928 or sales@chetshoes.com to obtain personalized login information for online registration*.
3. Follow registration steps and log into the online order site at - AnacostiaBoots.com.
4. Select the safety boot and/or overshoes you desire, complete the on-line order form and submit. You will be contacted if there are any issues with your order.
5. After placing an order, you will receive a confirmation e-mail from Chet's Shoe and UPS order tracking information. The boots will typically arrive in a few days at the designated address.

* You will only need to go through the registration process the first time you order online.

Note: See the "Online Safety Boot Ordering Process" document for more details. The document is available on the Anacostia.com web site under the "Employee" tab.

Q. Is it possible to have the safety boots and/or overshoes sent to my home or another location other than the railroad terminal?

A. If you desire to send boots to an alternate location, check with your railroad's Safety Boot Program Administrator.

Q. How do I know if I am eligible to receive a subsidy for safety boots and/or overshoes?

A. Railroad employees are eligible to receive a subsidy for safety boots and/or overshoes if their work requires them to be in areas that require footwear as identified in the railroad Safety Rules. The Program offers a new subsidy to employees once their current footwear wears out or becomes unusable. Supervisors or Safety Boot Program Administrators shall make the judgment if the footwear needs to be replaced. This approach makes good use of resources by targeting subsidies for those employees who walk extensively or are especially hard on their footwear.

Q. I am concerned that I will order the wrong size or not like the safety boots once I receive them. How can these concerns be addressed?

A. If you are concerned about boot size, contact the Boot Hotline at 1-800-499-5476. Chet's Shoes has years of experience fitting boots and will work with you to identify a size and brand/style that may work best for you. If after you receive the boots they do not fit, or you do not like the boots they can be returned to the vendor [via a pre-paid mailer](#) (must be in like-new condition). Railroads that have implemented this type of mail order boot program have extremely low return rates (~2%) for safety boots and overshoes.

Q. Why are only taller lace-up boot styles available through the Program and allowed by Company safety rules?

A. Wearing taller lace-up boots is a key part of injury prevention. Taller safety boot styles (minimum 8



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inches) help reduce the risk of ankle and leg injuries.

Q. I noticed that Red Wing and Irish Setter boots are no longer on the Safety Boot Poster Program. Why were they dropped from the Program?

A. Chet's Shoes is an authorized seller of Red Wing boots at their retail stores, but Red Wing Shoes has restricted Chet's Shoes from selling their boots through on-line ordering. Red Wing Shoes owns Irish Setter and has applied the same restrictions to that brand.

Q. I see that Chippewa and Thorogood boots are no longer available in the boot program. Why has this change been made?

A. Unfortunately, Chippewa and Thorogood boots are no longer included in the program given the very limited supply and selection by the manufacturers. Due the popularity of these brands, Chet's Shoes will monitor availability and re-introduce these brands if they become available.

Q. What if I like a brand and style of safety boots that are not part of the Program?

A. The railroad will only subsidize footwear that are purchased through the Program. The variety of boots offered through the Program is extensive and meet the Safety Rules requirements. If you choose to purchase boots outside the Program the full cost of the safety boots will be your responsibility. If you have a recommendation for alternate boots, that should be considered for the program, please send an e-mail to Thomas Leopold (tleopold@anacostia.com) – Chief Safety and Compliance Officer.

Q. I have a certain medical condition and any sores or cuts that develop on my feet may cause or aggravate my health issues. How do I ensure these new boots do not cause foot problems for me?

A. Employees with certain medical conditions, such as diabetes or various skin conditions need to take extra care to obtain safety boots that fit well. The Program has available a special selection of boots to assist employees with significant foot issues. If you have a foot issue and desire alternate footwear contact Tom Leopold (tleopold@anacostia.com / cellular: 312-590-0613) or Stephen Moore (smoore@anacostia.com / cellular: 310-261-1236) for assistance..

Q. Why do I have to wear safety toe boots? I have never smashed a toe while working at the railroad.

A. For most field jobs in the rail industry, being able to walk is integral to the performance of the job. Wearing high quality safety toe boots will decrease the risk of sustaining foot injury. Many people in the rail industry have avoided crushed toes and feet and other injuries through the wearing of sturdy work boots. The applicable safety rules for your location identifies where safety boots are required.

Q. What are the requirements related to safety boots?

A. Safety rules require that safety boots include the following characteristics:

1. Lace-up work boots.
2. Eight-inch high minimum.
3. Steel, aluminum or composite toe.
4. Near 90-degree heel notch (no wedge heels); and
5. Leather or leather-like uppers.



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- Q. I am concerned that I may order the wrong size of studded overshoes. How can I be sure to get the right size?
- A. The Snowgear brand overshoes are designed for use over steel/composite toe work boots. Order the same size overshoe as the work boot you currently wear. You may also discuss your boot size needs by calling the Boot Hotline at 800-499-5476. Chet's Shoes has years of experience fitting boots and overshoes. If you receive overshoes that do not fit, you can return them to the vendor via a pre-paid mailer (must be in like-new condition).
- Q. Do the studded overshoes and Due North Traction Aids pose a slip hazard when walking on steel decks or concrete?
- A. Extensive experience on Class I railroads indicates Snowgear overshoes provide reasonably good traction on steel decks and concrete. The rubber surface on the bottom of the boot will make contact with such surfaces and helps maintain traction. As always, it is important to maintain three-point contact when climbing ladders and working on locomotive walkways.
- Q. Why are studded overshoes included in this Safety Boot program?
- A. Overshoe use has been shown to be extremely effective in preventing slips and falls during wet, snowy or icy conditions. Studded overshoes provide great traction on ice/snow (10 times better than most safety boots) and the tungsten studs are durable. The overshoes offer the added benefit of keeping the user's feet warm and dry.
- Q. Who is the Safety Boot Program Administrator at my railroad?

A.

Affiliate	Safety Boot Program Administrator(s)
Anacostia Rail Holdings Company (ARH)	Thomas Leopold
Chicago South Shore & South Bend Railroad Company (CSS)	Dawn Bailey
Gulf Coast Switching Company, LLC (GCSC)	Kobi Walters - Angleton, Aaron Frazier - Dayton
Louisville & Indiana Railroad Company (LIRC)	Karen Walker
New York & Atlantic Railway Company (NYA)	Amy Louk
Norther Lines Railway, LLC (NLR)	Mark Muraski
Pacific Harbor Line, Inc. (PHL)	Kalena Guimary or Elvia Maciel

