

# State of Hawaii

## SAFETY SHOE PURCHASE AUTHORIZATION

Department \_\_\_\_\_ Division: \_\_\_\_\_ Island \_\_\_\_\_ Employee: \_\_\_\_\_

Branch: \_\_\_\_\_ Baseyard \_\_\_\_\_ Phone: \_\_\_\_\_ Position Title: \_\_\_\_\_

TYPE OF PROTECTION	IMPACT & COMPRESSION			WATER RESIS-TANT	HIGH CUT REQUIRED		ALLOW-ANCE \$	FOR VENDOR USE ONLY		
	30	50	75		6"	8"		Brand	Model	Cost \$
<i>Example: Sole Puncture</i>			X				90	<i>Iron Age</i>	<i>5234</i>	<i>64.75</i>
Impact & Compression (PT)										
Metatarsal (MT)										
Electrical Hazard (EH)										
Sole Puncture (PR)										
Rubber Boots with Safety Toe				X						
Rubber Boots with out Safety Toe	N/A	N/A	N/A	X						

**OTHER REQUIREMENTS:** \_\_\_\_\_

**ASSESSMENT OF HAZARD:** A Certification of Hazard has been completed. The position requires the type of foot protection indicated above. The amount of allowance to be paid by the state shall not exceed amount pursuant to memorandum of agreement dated: \_\_\_\_\_.

\_\_\_\_\_  
 Division/Branch Chief/Management Representative Date Phone Number

**VENDOR CERTIFICATION:** Print Name of Vendor \_\_\_\_\_ certifies that the shoes provided to employee listed above meets the requirements as indicated and agrees to the "Condition of Sale" provisions (reverse side of this form) by means of accepting payment by means of purchase order, check, or other acceptable means of sale.

\_\_\_\_\_  
 Print Name of Vendor Representative Position or Job Title Signature Date Phone

Form Distribution. Original: DAGS - Pre-Audit Branch. Copies: Vendor, Employee department, Department of Human Resources Development - Safety Branch.

## Conditions of Sale

1. All safety shoes shall meet ANSI Z-41-1991 standards for foot protection (except water-resistant boots with out safety toe requirement).
2. The quality and specifications shall be as specified in the manufacturer's catalog or brochure and shall be free from defects in material and workmanship. Any item found defective will be repaired or exchanged on a one-for-one basis at no additional charge.
3. Where protection is required for more than one category such as electrical and sole or metatarsal and sole protection the higher base allowance shall be used to determine maximum allowable for foot protection purchase. Where severity rate differ, the higher protection requirement shall prevail.
4. The seller is responsible for collecting all costs from the employee that is more than the amount stated.
5. The seller shall forward invoices in triplicate directly to the ordering agency and shall invoice the agency the unit price stated (which includes the Hawaii General Excise Tax).
6. The seller guarantees shoes against defects in workmanship and materials for a minimum of six months. Shoe soles shall be guaranteed by the seller to withstand normal wear and tear on a daily use basis for a period not less than six months.
7. The seller is responsible for ensuring that the safety shoes are of the proper type, fit, and selection for foot protection stated.
8. The state shall pay for the actual cost of the safety shoes or up to the maximum amount shown on the Safety Shoe Purchase Authorization form for the type of safety shoes indicated.
9. Section 103-10, Hawaii Revised Statutes, provides that the state shall have thirty (30) days after receipt of invoice or satisfactory delivery of goods, or performance of the services.
10. The state shall withhold payment, stop payment or seek restitution, for seller misrepresentation, over charges, workers' compensation third party claims arising out of failure of safety shoes to provide reasonable fit or failure to provide foot protection per ANSI 41-1991
11. The state may restrict purchases of safety shoes from vendors that violate conditions of sale stated herein.