

## Ocean Drilling Program Prescription Safety Glasses Policy

The Ocean Drilling Program will reimburse for the purchase of prescription safety glasses for employees who normally require prescription glasses and perform tasks directly related to their normal job description where eye protection has been deemed necessary for safety considerations. Department Managers shall designate those positions or personnel\* authorized to receive safety glasses. Department Managers must notify the Supervisor of Human Resource/Insurance Services when a new employee is authorized to receive safety glasses in order to give the employee information regarding the most convenient and cost effective vendor.

Upon employment, personnel in authorized positions should proceed to an approved vendor with a current prescription to obtain safety glasses prior to performing any task in which safety glasses are required. ODP will allow up to \$150.00 for single, \$175.00 for bifocal or progressive, and \$200.00 for trifocal vision lenses, frames and side shield protectors. Additional reimbursement for the cost of transitional lenses for employees whose work requires them to move frequently between brightly lit and dark areas will be considered on an individual basis. Employees have the option to select more expensive frames and lenses, however charges exceeding the allotted amounts will be at the employee's expense. Any frame selected must incorporate or be adaptable to accept side shield protectors. The Ocean Drilling Program is not responsible for charges associated with eye examinations to determine the need for vision correction.

ODP will not be responsible for replacement or repair to prescription safety glasses that are lost or damaged through negligence, misuse, or theft.

ODP will replace prescription safety glasses that are damaged in the course of job performance for the allotted amount.

ODP will replace prescription safety glass lenses at the allotted rate due to a change in a prescription as determined by optical examination. However, ODP is not responsible for the cost of the examination.

Employees on the Alternate Sea Pay Policy (ASPP) may obtain prescription safety glasses from vendors who are not on the approved list. Employees must submit receipts to their Department Manager to be reimbursed for the allotted amount.

### Local Prescription Safety Glasses Vendors

<p><b>Brazos Professional Opticians</b> 2901 East 29<sup>th</sup> Street Suite 105 Bryan, TX. 77802 776-7111</p>	
<p><b>Budget Optical of America (1st loc.)</b> 1121 Briarcrest Drive Bryan, TX. 77802 776-1555</p>	<p><b>Budget Optical of America (2nd loc.)</b> 404 University Drive East College Station, TX. 77840 693-2891</p>

<p><b>TSO (1st loc.)</b>  3030 East 29<sup>th</sup> Street  Bryan, TX. 77805  731-8446</p>	<p><b>TSO (2nd loc.)</b>  2414-A Texas Avenue  College Station, TX. 77840  764-0010</p>
<p><b>Eye Care Center</b>  3201 Texas Avenue  Bryan, TX. 77802  779-9000; (800) 810-2010</p>	<p><b>Eye Masters</b>  Post Oak Mall - Harvey Road  College Station  693-8680</p>

\*Students and Graduate Student employees are eligible if their Department Managers grant approval.