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DEPARTMENT OF SUBWAYS
OFFICE OF THE EXECUTIVE VICE PRESIDENT

DATE: December 22, 2025

TO: All Subways Employees

FROM: Laura Wiles, Senior Vice President & Chief Officer, Operations Support
Laura Wiles

SUBJECT: SUBWAYS BULLETIN 25-47
PRESCRIPTION SAFETY EYEWEAR – NEW PROCESS
(Supersedes DOS Bulletin #24-73)

Effective December 1, 2025, the process for ordering Prescription Safety Eyewear has been updated. Employees are now required to submit their requests through a new online portal.

Here is a step-by-step guide:

Step 1: Contact the Liaisons

Employees must reach out to the Liaisons via email at mcsafetyglasses@nyct.com to provide the following information:

- BSC ID
- First and Last Name
- Email address
- Phone Number
- Title

Step 2: Welcome Email

Within **1-2 business days** after contacting the Liaison, you will receive a **Welcome email** containing your **username** and a **temporary password**. If you do not receive the email within 48 hours, please check your spam/junk folder.

Step 3: Log In and Confirm Eligibility

1. Visit mtasafetyglasses.com
2. Select “Employee” from the drop-down menu.
3. Use the username (email) and temporary password from the Welcome email to log in.
4. Once logged in, access your Eligibility Dashboard.
 - If your status is “Eligible”, proceed to the next step
 - If your status is “Not Eligible”, please contact mcsafetyglasses@nyct.com for assistance.
5. Once you have confirmed your eligibility, click the “Shop Safety Eyewear” button. This will redirect you to the MTA Safety Glasses Store.
 - It is highly recommended to upload your prescription.

Employees are reminded that only authorized prescription safety eyewear may be worn in the performance of your duties. **The use of safety side shields on personal prescription eyewear is strictly prohibited.** Personal eyewear, even when fitted with aftermarket side shields, does not meet required safety specifications and does not provide adequate protection. Only NYCT approved prescription safety eyewear is authorized for use.

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Any questions can be addressed to DOSSafety@nyct.com or by scanning the QR code below.

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