HEAT ILLNESS PREVENTION PLAN

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**A. PURPOSE**

(EMPLOYERS NAME) has adopted its Heat Illness Prevention Plan to ensure that employees are aware of the hazards associated high heat temperatures and/or humid periods. The plan is to ensure work place safety and compliance with Cal-OSHA standards.

**B. DEFINITIONS**

**Acclimatization:** means temporary adaptation of the body to work in the heat that occurs gradually when exposed to it.

**Heat Illness:** means a serious medical condition resulting from the body’s inability to cope with a particular heat load, and includes heat cramps, heat exhaustion, and heat stroke.

**Environmental risk factors for heat illness:** means working conditions that create the possibility that heat illness could occur, including air temperature, relative humidity, radiant heat from sun and other sources, conductive heat sources such as the ground, air movement, workload severity and duration, protective clothing and personal protective equipment worn by employees.

**Personal risk factors for heat illness:** means factors such as age, degree of acclimatization, health, water consumption, alcohol consumption, caffeine consumption and use of prescription medication that affects the body’s water retention or other physiological responses to heat.

**Shade:** means blockage of direct sunlight. Shade is not adequate when heat in the area of shade defeats the purpose of shade, which allows the body to cool shade may be provided by natural or artificial means that does not expose employees to unsafe or unhealthy conditions.

**C. POLICY**

The following precautions are required to be followed by all (EMPLOYERS NAME) employees who perform work in area where heat illness may occur. All (EMPLOYERS NAME) employees will be made aware of the following (EMPLOYERS NAME) Heat Illness Prevention Plan, upon date of hire and annually before the first heat wave or heat spike of the year.

**D. GENERAL RESPONSIBILITIES**

**Superintendents/Forman:** are responsible to see that all employees under his/her supervision are trained in the Heat Illness prevention plan before the first day to reach 80 degrees at the site. They will monitor and ask employees if they are experiencing any symptoms of heat illness. They will encourage employees on breaks to remain in the shade as needed. They will not order an employee to work if they have signs of heat illness.

**Employees:** Employees must follow all procedures as outlined in this chapter by Cal-OSHA standards and annual training recommendations. Employees will be notified this program is available for their review anytime in the IIPP.

**Safety Officer:** will assist in providing all crew leaders and employee, with training and auditing facilities for compliance with this chapter and Cal-OSHA standard.

**Safety Committee:** The safety committee will include a review of the Heat Illness Prevention Program in their quarterly inspection activities.

**E. PROVISIONS OF WATER**

• Drinking water will be provided at the site, so that at least two quarts per employee are available at the start of the shift. All employees whether working individually or on a crew, will have access to this drinking water.

• Drinking water will be provided to the employees free of charge and will be kept clean, fresh and suitably cool.

• As part of the Effective Replenishment Procedures, the amount of drinking water will be checked periodically every hour and more frequently when temperatures rise. The drinking water will be stored in a cool place to ensure the water stays cool and is not allowed to become too warm.

• Containers of drinking water will be placed as close to the employees, (given the work conditions and layout of the worksite), to encourage the frequent drinking of water. The purpose of bottled water is so that the employee can have drinking water readily available.

• Containers of drinking water will be relocated to follow along with the crews, so that drinking water will be readily accessible.

• Drinking water will be kept in sanitary condition, fresh, pure and suitably cool.

• Daily-workers will be reminded of the location of the bottled water and the importance of drinking water frequently. When the temperature exceeds or is expected to exceed 80 degrees Fahrenheit, brief “tailgate” meetings will be held at the beginning of each shift, to review with employees the importance of drinking water frequently, the number and schedule of water and rest breaks and the signs and symptoms of Heat Illness.

• Verbal notifications will be used to remind employees to drink water.

• When temperatures equal or exceed 95 degrees Fahrenheit or during a heat wave, the number of water breaks will be increased, and workers will be reminded throughout the shift to drink water.

• During employee training and tailgate meetings, the importance of drinking water frequently will be stressed.

**F. ACCESS TO SHADE**

• Shade structures will be opened and placed as close as practical to the employee, when the temperature equals or exceeds 80 degrees Fahrenheit. When the temperature is below 80 degrees Fahrenheit, access to shade will be provided promptly, when requested by an employee. The interior of a vehicle will only be used as a source of shade when the air-conditioner is on.

• Enough shade structures will be available at the site, to accommodate all of the employees on a shift at any one time, which includes employees taking on site meals.

• Preventative Cool-Down Rest Periods employees will be informed of the

location of the shade structures and will be encouraged to take a 5 minute cool-

down rest in the shade daily.

• Shade structures will be relocated to follow along with the crew and they will be placed as close as practical to the employees, so that access to shade is provided at all times.

• In situations where it is not feasible to provide shade, a note will be made of these unsafe or unfeasible conditions, and of the steps that will be taken to provide alternative cooling measures but with equivalent protection as shade.

**G. MONITORING THE WEATHER**

• Crew leaders will be trained and instructed to check in advance the extended weather forecast, by internet, calling the National Weather Service or by checking the Weather Channel TV Network. The daily work plan will be planned in advance, taking into consideration whether high temperatures or a heat wave is expected. This type of planning will take place during the summer months.

**CALIFORNIA Dial-A-Forecast (Examples)**

Eureka 707-443-7062

Hanford 559-584-8047

Los Angeles 805-988-6610 (#1)

Sacramento 916-979-3051

San Diego 619-297-2107 (#1)

San Francisco 831-656-1725 (#1)

• Prior to each workday, the crew leader will monitor the weather either on the internet or with the aid of a simple thermometer. This critical weather information will be taken into consideration, to determine, when it will be necessary to make modifications to the work schedule.

• A thermometer will be used at the jobsite to monitor for sudden increases in temperature, and to ensure that once the temperature exceeds 80 degrees Fahrenheit, shade structures will be opened and made available to the employees. In addition when the temperature equals or exceeds 95 degrees Fahrenheit, additional preventative measures such as the High Heat Procedures will be implemented.

**Heat Waves**

• During a heat wave or heat spike, the work day will be cut short or rescheduled.

• During a heat wave or heat spike, and before starting work, a tailgate meeting will be held, to review the company heat illness prevention procedures, the weather forecast and emergency response. In addition, if schedule modifications are not possible, employees will be provided with an increased number of water and rest breaks and will be observed closely for signs and symptoms of heat illness.

• Each employee will be assigned a “buddy” to be the lookout for signs and symptoms of heat illness and to ensure that emergency procedures are initiated when someone displays possible signs or symptoms of heat illness.

**H. HIGH HEAT PROCEDURES**

**HIGH HEAT PROCEDURES ARE ADDITIONAL PREVENTATIVE**

**MEASURES THAT (EMPLOYERS NAME) WILL USE WHEN THE TEMPERATURE EQUAL OR EXCEED 95 DEGREES FAHRENHEIT.**

• Effective communications by voice, observation, or electronic means will be maintained, so that employees at the worksite can contact a crew leader when necessary. If the crew leader is unable to be near the employees, then an electronic device such as a cell phone or text messaging device may be used for this purpose if reception in the area is reliable.

• Frequent communication will be maintained with employees working by themselves or in smaller groups, to be on the lookout for possible symptoms of heat illness.

• Employees will be observed for alertness and signs and symptoms of heat illness.

• When the crew leader is not available, an alternate responsible person will be assigned, to look for signs and symptoms of heat illness. This designated observer will be trained and know what steps to take if heat illness occurs.

• Employees will be reminded throughout the work shift to drink plenty of water.

• New employees will be closely supervised, or assigned a “buddy” or more experienced coworker for the first 14 days of their employment ( Unless the employees indicates they have been doing similar outdoor work in the past 10-30 days).

**I. ACCLIMATIZATION PROCEDURES**

**IN COMMON TERMS, THE BODY NEEDS TIME TO ADAPT WHEN**

**TEMPERATURES RISE SUDDENLY, AND AN EMPLOYEE RISKS**

**HEAT ILLNESS BY NOT TAKING IT EASY WHEN A HEAT WAVE**

**STRIKES OR WHEN STARTING A NEW JOB THAT EXPOSES THE**

**EMPLOYEE TO HEAT TO WHICH THE EMPLOYEE’S BODY HAS**

**NOT YET ADJUSTED.**

**INADIQUATE ACCLIMATIZATION CAN BE SIGNIFICANTLY MORE**

**PERILOUS IN CONDITIONS OF HIGH HEAT AND PHYSICAL STRESS.**

**(EMPLOYERS NAME) IS RESPONSIBLE FOR THE WORKING CONDITIONS OF OUR**

**EMPLOYEES, AND WE MUST ACT EFFECTIVELY WHEN**

**CONDITIONS RESULT IN SUDDEN EXPOSURE TO HEAT OUR**

**EMPLOYEES ARE NOT USED TO.**

• The weather will be monitored daily. The crew leader will be on the lookout for sudden heat waves, or increases in temperatures to which employees have not been exposed to for several weeks or longer.

• During a heat wave or heat spike, the work day will be cut short, or will be rescheduled, or if possible cease for the day.

• For new employees, the intensity of the work will be lessened during a two week break-in period (slower paced work, less physically demanding work during the hot parts of the day). Steps taken to lessen the work load of the new employee will be documented.

• Crew leaders will be extra-vigilant with new employees and stay alert to the presence of heat related symptoms.

• New employees will be assigned a “buddy” or experienced coworker to watch each other closely for discomfort or symptoms of heat illness.

• During a heat wave, all employees will be observed closely. To be on the lookout for possible symptoms of heat illness.

• Employees and crew leaders will be trained on the importance of acclimatization, how it is developed and how these company procedures address it.

**J. EMERGENCY RESPONSE PROSEDURES**

• Prior to assigning a crew to a particular worksite, employees and crew leaders will discuss and decide on clear and precise directions, to avoid a delay of emergency medical services.

• Prior to assigning a crew to a particular worksite, efforts will be made to ensure that a qualified, appropriately trained and equipped person is available at the site to render first-aid if necessary.

• Crew leaders and supervisors will carry cell phones or other means of communication, to ensure that emergency services can be called. All devices will be checked for operational function prior to each shift.

• When an employees is showing symptoms of possible heat illness, steps will be taken immediately to keep the stricken employee cool and comfortable once emergency services have been called.

• Crew leaders will designate an employee or employees to physically go to the area where emergency services will see them. If daylight is diminished the designated employee or employees will be wearing reflective vests or flashlights to direct emergency services to the location of the worksite.

• During a heat wave or hot temperatures, employees will be reminded and encouraged to immediately report to their crew leader any signs or symptoms they are experiencing.

• Employee and crew leader training will include every detail of these written emergency procedures.

**Handling a sick employee**

• **When an employee displays possible signs or symptoms of heat illness, a trained first-aid employee will check the sick employee and determine whether resting in the shade and drinking cool water will suffice or if emergency services will need to be called. A sick employee will never be left alone in the shade, as he or she can take a turn for the worse!**

• When an employee displays signs or symptoms of heat illness and no trained first-aid employee or crew leader is available at the site, **Emergency Service will be called.**

• **Emergency Services will be called immediately if an employee displays any of the following signs or symptoms:** 1. Loss of consciousness

2. Incoherent speech

3. Convulsions

4. Red or hot skin

5. Does not look OK or get better after drinking cool water and resting in shade.

• **While emergency services are in route, the following first-aid will be initiated:** 1. Cool the employee

2. Place the employee in the shade

3. Remove excess layers of clothing

4. Place an ice pack in the armpits and groin area

5. Fan the victim

• **Do not let a sick employee leave the site, as they can get lost or die before reaching the hospital!**

**Consumption of Alcoholic Beverages, Caffeinated Drinks and medications**

• The consumption of these beverages can cause additional dehydration. Persons taking certain medications (high blood pressure, diuretics or water pills) should consult their doctors in order to determine if any side effects could occur during excessive heat exposure. Daily fluid intake must be sufficient to prevent significant weight loss during the work shift and over the week.

**J. TRAINING**

• Crew leaders will be trained before being assigned to supervise other employees. Training will include (EMPLOYERS NAME)’s written procedures and the steps crew leaders will follow when an employee exhibits symptoms consistent with heat illness.

• Crew leaders will be trained on how to track the weather at the job site, Crew leaders will be instructed on, how weather information will be used to modify work schedules, to increase number of water and rest breaks or cease work early if necessary.

• All employees and crew leaders will be trained prior to working outside, training will include (EMPLOYERS NAME)’s written prevention procedures.

• Employees will be trained on the steps that will be followed for contacting emergency services, how clear and precise directions to the site will be provided and the importance of making visual contact with emergency services at the designated meeting area to direct them to the worksite.

• When temperatures exceed 80 degrees Fahrenheit, short tailgate meetings will be held to review the weather report, to reinforce heat illness prevention with all employees, to provide reminders to drink water frequently, to inform them that shade can be made available upon request and to remind them to be on the lookout for signs and symptoms of heat illness, not only in themselves but there coworkers also.

• New employees will be assigned a “buddy” or experienced coworker to ensure that they understand the training and follow (EMPLOYERS NAME) procedures.

• This training will be given at the time of hire and annually before the first day of the year which will exceed 75 degrees.