

Sample Addendum to the Accident Prevention Program Outdoor Heat Exposure (May – September*)

(Employers: Evaluate and consider the specific conditions (i.e., temperature and type of clothing worn) during your worksite activities to successfully tailor this addendum and the procedures.)

Purpose: To help prevent heat-related illnesses and injuries.

Which workers does this program cover?

Anyone working outdoors more than 15 minutes in any 60-minute period in temperatures:

- As low as 52°F when wearing clothing that is non-breathable or provides a vapor barrier like rain gear, chemical resistant suits, or Level A suits.
- Starting at 77°F when wearing double layer woven clothing like sweatshirts, coveralls, and jackets on top of other clothes.
- At 89°F when wearing any other type of clothing like typical shirts and pants.

Some individuals are more susceptible to heat stress than others. For example, individuals who aren't acclimatized or who come to work dehydrated.

Workers doing the following jobs or tasks at our worksites are considered to meet the descriptions above:

Job: (For example, fruit pickers, forklift drivers, masons, outdoor parking lot attendants, delivery drivers, maintenance workers performing outdoor tasks)

Job:

Prevention measures to follow:

Workers and supervisors share responsibility for safety at the jobsite. This includes watching out for yourself and others because heat illness can become a life-threatening condition quickly if unnoticed or ignored. Speak up if you notice anything that could be unsafe or result in someone getting hurt or sick.

Start the day safe, do the work safe and go home safe.

1. Setting up the worksite for shade

(Describe how to utilize shade in work and/or break areas to reduce the heat. Include details to accomplish the task. For example: Before work begins, the supervisor will

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assess shade options for each job site. Use available shade such as trees, walls and/or set up shade structures like a portable canopy when no other options are available. Fans can help as long as the air temperature doesn't go above 95°F, but if air-conditioned spaces are available, like cabs, they can be utilized to cool individuals off. The job supervisor is responsible to ensure that equipment is available, functional, transported, and set up properly.)

2. Work scheduling to reduce heat exposure

(Detail an established work/rest schedule for routine and heavy work. Consider changes in shift timing to avoid working during the hottest period of the day. For example, night work, early half days or stopping work completely. Include additional precautions in the event of a heat wave or a temperature change of 10 degrees or more.)

3. Hydration

Don't wait to be thirsty to drink water, and don't drink it all at once. In fact, it's best to start drinking water before work. Drink small amounts often throughout the day to stay hydrated. Additional water breaks are allowed during hot days.

Drink at least 1 cup every 15-20 minutes

Sport drinks low in sugar are okay. Avoid drinks with caffeine and high sugar content like sodas because they won't hydrate you.

We make sure there is enough water to allow each employee to drink at least a quart of water each hour.

(Describe how you will ensure this. Determine how much water will be needed for each employee or crew, and how to make it accessible and keep it cool to encourage frequent drinking. On hotter days employees may drink more water so plan accordingly.)

Identify who is in charge of setting up and carrying supplies, who checks water level and replenishes the supplies (e.g. disposable cups, etc). If reusable containers are used then include details to ensure proper cleaning. Explain how you ensure employees only drink potable water. Emphasize not sharing cups/bottles, not dipping cups in water, and not drinking from non-potable water sources like lakes or from hoses not labeled as safe for drinking.)

4. Adjusting to heat (acclimatization)

It takes about two weeks to fully adjust to hot working conditions. This adjustment is lost if you are away from the hot conditions for a week or more. Acclimatization is especially critical for heavy work in hot temperatures.

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(Detail your acclimatization plans for workers and supervisors to follow. Start with light physical work and/or short duration of work time and slowly increase each day. The following example shows how time is increased by 20% (of the total shift) each day for non-acclimatized workers.)

Day 1: *(Example, 96 minutes per 8 hours of work)*

Day 2: *(Example, 192 minutes per 8 hours)*

Day 3:

5. Training

Each year before May, employees working on the jobs listed above will be provided with safety training on the dangers of outdoor heat exposure, the steps we take to protect them, and actions they must follow to prevent heat-related illness. *(You may want to pair an experienced worker to a new employee to monitor each other and ensure they can put the training into practice.)*

Additional training will be scheduled and provided for those that missed the session or when a new employee is hired.

(Describe who will do the training and where and how it will occur. Handouts and online videos and other training resources can be found by visiting www.Lni.wa.gov and searching for the "[Outdoor Heat Exposure](#)" resource page. You may need to provide translation from someone the employee feel comfortable with to ensure they understand and feel okay about asking questions.)

Employees need to be aware of:

- How heat can make them sick, and how to recognize the common signs and symptoms of heat-related illness in themselves and coworkers. Four most common conditions are heat rash, heat cramps, heat exhaustion and heat stroke.
- The environmental factors that increase risk for heat-related illness such as higher temperatures, humidity, sunlight (working under direct sunlight makes it feel about 15 degrees hotter), additional sources of heat like powered equipment and asphalt, no wind, level of physical activity, and wearing of personal protective equipment (PPE) or layers of clothing.
- Personal factors that may increase susceptibility to heat-related illness including age, not being acclimatized, having medical conditions such as hormonal and heart issues and diabetes, dehydration, and use of substances that can affect the body's response to heat like drugs, alcohol, caffeine, nicotine, and medications.
- The importance of removing heat-retaining PPE such as non-breathable chemical resistant clothing during all breaks to allow their body to cool down.

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- How to stay well hydrated by drinking small quantities of water or other acceptable beverages frequently throughout the day.
- The importance of acclimatization (to get used to the conditions). It takes about 5 days to start and two weeks to be fully acclimated.
- How to immediately report signs or symptoms of heat-related illness they experience or observe in coworkers, and how to **immediately** respond to prevent the situation from becoming a medical emergency. How to identify and what to do during a heat-related medical emergency (e.g., potential heat stroke).

Supervisors need to know the following (in addition to what is detailed for employees above):

- The procedures to follow to implement the heat-related illness prevention plan including the acclimatization schedule, how to keep track of environmental conditions throughout the day, when to increase the number of breaks or stop work early, to check that workers are accessing shade and water (especially for mobile operations), encourage them to stay hydrated, and communicate with lone workers to ensure they are safe. (*The free [OSHA-NIOSH Heat Safety Tool app](#) could be helpful.*)
- When to provide personal protective equipment like cooling vests and gel-filled bandanas.
- What the Supervisor needs to do if an employee shows signs and symptoms of possible heat-related illness including appropriate emergency response procedures including how to transport any affected employees to a medical service provider.

6. Responding to reports or observations of heat-related illness.

Let a supervisor or someone nearby know if you or a co-worker is experiencing any signs or symptoms of heat-related illness, and take immediate action to ensure things don't get dangerously worse.

1. Time is critical. Get the worker away from the hot area into a cool shaded area. Quick action increases the chances for a full recovery.
2. Let the worker rest and drink cool water. (*List other practices adopted to reduce heat and to help cool affected individuals such as removing PPE. List available supplies such as ice packs and other first aid supplies.*)
3. Never leave an employee who is experiencing heat-related problems alone, things could get worse. (*For lone workers, you may want to specify the*

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supervisor staying on the line to monitor their recovery and the need to contact emergency services.)

4. If the employee does not respond quickly, call emergency medical services.
(Describe the method to access emergency medical services. Include a map and clear directions to give if emergency services are called.)
5. *(If the employee is in a remote or non-developed area with unidentified roads, create procedures for moving or transporting them to a place where they can be reached by emergency medical services. For example, you may need to have the supervisor or another person meet emergency services at the closest point to guide them to the victim's location.)*

If the employee receives medical attention get a written authorization from the provider that the worker can get back to work and if there is any restriction or limitations.

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