SAN DIEGO
Community College District

San Diego Community College District
Risk Management Office

Heat Illness Prevention Program

PROGRAM AUTHORIZATION

_____ Chancellor	
_____ Trustee _____ Trustee _____ Trustee	_____ Trustee _____ Trustee
_____ Vice Chancellor, Facilities	_____ Vice Chancellor, Human Resources
_____ Risk Manager	
Date:_____	

REVISION RECORD

Revision Date	Revision #	Initials	Contents of Revision
10/29/15	--	--	New
11/10/15	1	--	Unknown
11/19/15	2	--	Unknown
12/09/15	3	--	Unknown
	1707	TAW	Comprehensive update
01/01/25	4	MFC	Comprehensive update

Table of Contents

I. PURPOSE 1
II. REGULATORY CITATIONS 1
III. DISTRICT POLICIES AND PROCEDURES 1
IV. AUTHORITY 1
A. Chancellor's Designees 2
B. Risk Management Office 2
C. Facilities Services 2
D. Supervisors 2
E. Employees 3
F. Students 3
V. CRITICAL TEMPERATURES 3
A. Application 3
B. Determining Heat Index 4
C. Heat Index of 80 Degrees F or higher 4
D. Heat Index Exceeding 95 Degrees F 5
E. Protective Clothing 6
VI. HEAT ILLNESS MEDICAL RESPONSE PROCEDURES 7
A. Dizziness and Cramps 7
B. More Advanced Symptoms 7
1. Heat Exhaustion 7
2. Heat Stroke 8
VII. CONTROL MEASURES 9
A. Acclimatization 9
B. Fans 9
C. Work Schedules 9
D. Personal Protective Equipment 10
E. Stationary Assignments 10
VIII. TRAINING 11
A. General Provisions 11
IX. RECORDS 11
Appendix A: Heat Index 12
Appendix B: Types of Heat Illnesses 13
Appendix C: Safety Poster 16

TRAINING RECORD **18**

I. PURPOSE

The San Diego Community College District, recognizing that the health, safety, and well-being of its employees are of paramount importance in the management of the District, affirms its commitment to create and maintain a safe and healthful working environment.

The San Diego Community College District's *Heat Illness Prevention Program* provides guidance to reduce the negative effects of heat on employees whose job classifications involve tasks outdoors or in hot environments.

The human body's physiological processes are designed to work in a very narrow temperature range, centered at about 98.6 degrees F. During times of elevated heat or humidity, such as those that can occur in San Diego nearly year-round, the human body has a reduced capacity to efficiently remove heat. As the body temperature rises, the body can start to feel negative health effects. If not properly addressed, extreme cases of heat-induced illness can result in death.

This *Program* outlines methods to avoid heat-related illnesses as well as outline the District's responsibility to affected employees in times of elevated temperatures.

II. REGULATORY CITATIONS

California Code of Regulations, Title 8, § 3395
California Code of Regulations, Title 8, § 3396
National Institute of Occupational Safety and Health, *Occupational Exposure to Heat and Hot Environments*

III. DISTRICT POLICIES AND PROCEDURES

SDCCD Board Policy 6800

IV. AUTHORITY

The Chancellor has ultimate authority and responsibility for the health and safety programs within the District. Creating broad-based safety accountability is the responsibility of the Chancellor and District leadership.

The Chancellor has designated the Vice Presidents of Administrative Services and the Regional Facilities Officers to act as the *Heat Illness Prevention Program* administrators at each College within the District. At the District Office, the designees are the Risk Manager and District Architect while at the District Facilities Services Center; it is the Director of Facilities.

To ensure effective implementation of this *Program*, all personnel with designated specific responsibilities are expected to understand and implement the procedures outlined in this

document, together with the specific contents of this *Heat Illness Prevention Program* for their assigned facility.

A. Chancellor's Designees

The Vice Presidents of Administrative Services and Facility Directors have the authority and are responsible for the implementation and maintenance of this *Program*, including:

1. Developing or adopting the necessary policies and programs to adequately maintain a safe and healthful work and learning environment at the facilities of their responsibility
2. Providing equipment and monitoring as specified in this *Program*
3. Recommending to the Site Safety Committee any additions or changes to the *Heat Illness Prevention Program*
4. Assisting supervisors in conducting workplace hazard assessments to identify, evaluate, and reduce heat-related hazards
5. Providing for training to those employees required to abide by this *Program*
6. Assigning designees to fulfill all aspects of this *Program*.

B. Risk Management Office

The District Risk Management Office is responsible for the oversight and maintenance of this *Program*, including:

1. Reviewing the *Program* annually and updating, as necessary
2. Evaluating the adequacy and consistency of heat illness prevention training in the District
3. Providing technical expertise to all Chancellor's Designees, as requested and required
4. Monitoring Cal/OSHA standards for relevant regulatory changes
5. Conducting periodic program audits and inspections at District facilities to evaluate compliance with all Federal, State, County, District, Facility, and College heat-related regulations and recommendations
6. Monitoring weather forecasts to identify days where the provisions of this *Program* must be implemented.

C. Facilities Services

The Facilities Services Department is responsible for the implementation of this *Program*, including:

1. Identifying job classifications that fall under the scope of this *Program*
2. Properly maintaining potable water sources

D. Supervisors

Supervisors are responsible for implementing and enforcing the provisions of this *Program*, including:

1. In coordination with Risk Management, Identify locations and work activities which fall under the scope of this *Program*
2. Training employees in recognizing the signs and symptoms of heat illness as well as applicable first aid for symptoms of heat illness
3. Developing and implementing administrative controls, whenever possible, to reduce prolonged employee exposure to heat and humidity
4. Ensuring employees are notified when temperatures will trigger the provisions of this *Program*
5. Maintaining and stocking appropriate equipment to reduce the impact of heat and humidity as required by this *Program*
6. Providing technical expertise to employees
5. Assigning designees to fulfill all aspects of this *Program*.

E. Employees

Employees are responsible for

1. Completing all necessary training
2. Complying with all relevant aspects of the *Heat Illness Prevention Program*
3. Identifying tasks that may potentially fall under the scope of this *Program*
4. Monitoring themselves and others for signs and symptoms of heat illness
5. Knowing and understanding how to address heat illnesses
6. Reporting any *Program* deficiencies to their supervisor or the Risk Management Office.

F. Students

While students are not specifically covered under the provisions of the regulations due to their non-employee status, students shall be made aware of heat hazards they may encounter during the course of their studies. Blatant disregard for the provisions of this *Program* could result in administrative action.

V. CRITICAL TEMPERATURES

The *Heat Illness Prevention Standards* (8 CCR 3395 and 8 CCR 3396) require employers to take action at three critical temperatures.

A. Application

The elements of this *Program* apply to the following activities

1. Outdoor work, exposed to direct sunlight
2. Outdoor work of a hard, physical nature such as digging, chopping, or using hand

tools for more than two (2) hours either in direct sunlight or in shaded areas
3. Tasks that require protective clothing ensembles outdoors or in elevated temperature areas.
4. Indoor work at certain temperature limits

B. Determining Heat Index

OSHA-NIOSH HEAT SAFETY TOOL is a convenient application available for download which uses the location data from the device to determine applicable weather conditions.

1. Risk Management Office will determine whether heat illness prevention measures shall be taken if temperatures are forecast to exceed eighty (80) degrees F.
    a. If the Assistant Director or their designee is unavailable, then this responsibility will move to the first person listed below that is present for the work shift
        1) Grounds Supervisor
        2) HVAC Supervisor
        3) Maintenance Supervisor
    b. The results of this determination shall be communicated to all relevant supervisors and crews as soon as possible.
2. The heat index may be found on the National Weather Service website (www.weather.gov).
    a. From the home page, enter the zip code where the outdoor work is to occur.
    b. In the middle of the results page, there is an entry labeled 'Heat Index'
3. The heat index may be determined using the table in Appendix A.
    a. To determine the heat index, the following information is required
        1) Temperature
        2) Relative humidity
    b. Where the forecast temperature column and humidity row intersect, the listed value is the heat index.
4. The heat index was developed for shaded conditions with light winds.
    a. For outdoor employees working in direct sunlight with no shade and no breeze, the supervisor should add thirteen (13) degrees to the calculated heat index temperature
5. The provisions of this section should also take effect during heat waves.
    a. For this *Program*, a heat wave occurs when the predicted high temperature exceeds either of the trigger temperatures and is at least ten (10) degrees F higher than the average over the preceding five (5) days (8 CCR 3395 (g)(1)).

C. Heat Index of 80 Degrees F or higher

Managers and supervisors must take the following heat illness precautions when the

forecast heat index exceeds 80 degrees F (8 CCR 3395 (c) and (d)).

1. Allow access to water and shade during regularly scheduled breaks (at least every two (2) hours).
    a. As all District facilities are urban. Therefore, the District meets the requirements for access by:
        1) Being fully landscaped with trees that provide shade
        2) Having buildings that provide large areas of shade
        3) Having accessible climate-controlled buildings which employees can enter at their leisure
        4) Having some combination of plumbed water faucets, restroom facilities, and food service that have potable water readily available at all Facilities.
    b. Misting apparatus may be provided (8 CCR 3395 (d)(4) exception #2)
    c. In the event of plumbing system failure or work in remote areas more than a ten (10) minute walk to any building, supervisors shall arrange for water to be made available at the work activity location.
        1) Employees may provide their own reusable containers and be allowed to fill them periodically throughout the day.
        2) Water must be provided at the beginning of the shift and enough cool, potable, and fresh water to supply each employee with one (1) quart per hour of work at the site.
            a) The entire supply of water need not be present at the beginning of the work as long as the supervisor has made arrangements for the appropriate amount to be supplied as required (8 CCR 3395 (c)).
2. Employees shall be allowed to access water as needed and shade for cool-down rest periods when they feel they require relief from the heat (8 CCR 3395 (d)(3)).
    a. Employees who request a break shall be monitored for signs and symptoms of heat illness
        1) Refer to Appendix B for the various types of heat illnesses.
    b. Employee breaks shall be a minimum of five (5) minutes and long enough for signs and symptoms to diminish

D. Heat Index Reaching 87 Degrees F Indoors (8 CCR 3396)

For Indoor spaces, when the temperature or heat index reaches 87 degrees (or temperature reaches 82°F for workers working in clothing that restricts heat removal or high-radiant-heat areas)

1. Indoor work near heat-producing equipment, such as boilers, furnaces, or ovens
    a. For indoor work, supervisors must take temperature readings in the vicinity of the heat producing device prior to employees beginning their tasks and periodically monitor the temperature throughout the shift if conditions or activities change.
    b. If historical data is available and the equipment or tasks have not been changed in five (5) years, then updated readings are not required.

2. Supervisors shall notify their employees of the estimated temperature ranges they may encounter and the application of the provisions of this Program at the time of their initial assignment.
    a. Such areas that are subject to heat provisions should be labeled with a heat stress warning sign at the entrance or near the equipment.

E. Heat Index Exceeding 95 Degrees F

The District, although not required, elects to abide by the high heat provisions for outdoor workers when the heat index exceeds ninety-five (95) degrees F (8 CCR 3395 (a)).

1. When possible, outdoor, high work load, or high-heat tasks should be rescheduled earlier in the shift or shift start times should be modified to perform work in the cooler part of the day.
2. If flexible scheduling is not possible or practical, then supervisors shall
    a. Conduct pre-shift meetings to remind employees about high temperature procedures, identifying signs and symptoms of heat illness, applicable first aid, and emergency medical procedures
    b. Remind employees throughout the shift to drink water, regardless of perception of thirst
        1) Recommend at least 4 ounces (1/2 cup) per hour during hottest periods of the day.
    c. Implement a communication system for employees to contact emergency services in case of a heat illness and for the supervisor to periodically check on employees
    d. Implement a buddy-system for each high heat task.
3. Employees shall take a minimum of a ten (10) minute break every two hours in the shade with access to water (8 CCR 2295 (e)(6)).
    a. This provision does not replace or extend regularly scheduled meal or rest breaks.
4. Strenuous work tasks and those requiring impermeable chemical protective clothing and full-face respirators should be rescheduled if the heat index exceeds one hundred fifteen (115) degrees F.
    a. If the work is critical to maintaining the operations of the District or is an emergency situation, the supervisor shall consult with the Risk Management Office for additional precautions.

F. Protective Clothing

The temperature thresholds for this *Program* are established for employees wearing their 'normal work uniform' consisting of a long-sleeved shirt and long pants. However, in performing some activities, such as working with hazardous materials, painting, or applying pesticides, employees may wear chemical protective clothing which inhibits the body's ability to remove heat via sweating.

1. In instances where employees must wear chemical protective coveralls, air-

purifying respirators, or an additional layer of clothing (such as for welding), the action levels stated in this Section shall be reduced by five (5) degrees (e.g., 75 and 90 degrees).

2. When the heat index exceeds seventy-five (75) degrees, employees wearing protective clothing shall be allowed to take no less than a five (5) minute rest break each hour.
    a. The break shall be in an area where protective clothing is not required to allow for the garment to be opened, allowing body heat to escape.
    b. The break shall be in a shaded area.
        1) If shade is not available in the immediate area, a shade structure shall be provided by the supervisor.
3. When the heat index exceeds ninety (90) degrees, employees wearing protective clothing shall be allowed to take no less than a ten (10) minute break each hour.
    a. In addition to the provisions noted above, employees shall take water or sports drinks during this break to avoid dehydration.

VI. HEAT ILLNESS MEDICAL RESPONSE PROCEDURES

Employees who show signs and symptoms of heat illness shall be treated depending on the level of heat stress. Some typical signs and symptoms related to heat illnesses are found in Appendix B.

A. Dizziness and Cramps

Dizziness and cramps are most often signs of dehydration and loss of electrolytes.

1. Employees experiencing heat induced dizziness or cramps shall be moved to a shaded or air-conditioned area until the signs and symptoms have gone away, but no less than five (5) minutes (8 CCR 3395 (d)(3)).
    a. They shall be accompanied by the supervisor or another employee.
    b. If the employee recovers, they may resume their activities.
    c. The employee should be provided with electrolyte sports drinks to replenish salt levels lost during sweating.
        1) Energy drinks do not replenish electrolytes and may make the symptoms worse.
2. If the signs and symptoms do not decrease after five (5) minutes or get worse, the employee shall be referred to Student Health Services or the District's contracted medical provider.

B. More Advanced Symptoms

If the employee's symptoms persist or they experience more advanced symptoms of heat illness, more aggressive treatment and even medical assistance may be required.

1. Heat Exhaustion

Employees who experience a rapid heart rate that does not subside after one (1) minute in the shade or becomes pale, weak, or nauseous may be experiencing heat exhaustion (Mayo Clinic http://www.mayoclinic.org/diseases-conditions/heat-exhaustion/basics/treatment/con-20033366).

a. The employee shall be moved to a cool, shaded place
    1) The supervisor shall be notified immediately and shall respond to the location to monitor the employee.
b. The employee shall be treated for shock by having them lie down and elevate the legs
c. The employee shall be given cool, not cold, water or sports drink
    1) Energy drinks do not replenish electrolytes and may make the symptoms worse.
d. The employee's body temperature needs to be reduced
    1) Cool towels, fans, misters, or cool showers should be used as soon as possible.
e. Remove unnecessary clothing including socks and footwear, other clothing should be loosened
f. If the employee does not feel better within one (1) hour, emergency medical services should be contacted for assistance
g. If the employees' symptoms improve, they shall be sent home for the rest of the shift and may not be exposed to hot conditions for at least one (1) additional day.

2. Heat Stroke

Employees showing signs of cognitive impairment, having trouble walking or difficulty communicating, having a rapid heartbeat, red skin, and trouble breathing may be experiencing a medical emergency. Employees who lose consciousness are experiencing a medical emergency.

a. The employee shall be immediately moved to a cool, shaded place
    1) The supervisor shall be notified immediately and shall respond to the location to monitor the employee.
b. **Emergency medical services shall be contacted as soon as possible by contacting College Police or 911**
c. The employee shall be treated for shock by having them lie down and elevate their legs
d. The employee shall be given cool, not cold, water or sports drink
    1) Energy drinks do not replenish electrolytes and may make the symptoms worse.
e. The employee's body temperature needs to be reduced as quickly as possible
    1) Ice packs, cold baths or pools, or cool showers should be applied as soon as possible.
f. Remove unnecessary clothing including socks and footwear, other clothing should be loosened

g. The employee will likely need to recover for a couple of days and should not be exposed to heat for at least one (1) week after they return to work or per the physician's recommendation (http://www.aafp.org/afp/2005/0601/p2141.html) .

VII. CONTROL MEASURES

Controls can be used to prevent or reduce the effects of heat on employees.

A. Acclimatization

Acclimatization is the gradual exposure to elevated temperatures over a period of time.

1. During heat waves (as defined in Section V.B.4.a), supervisors or designees shall institute more frequent daily observations or communications with exposed employees due to the sharp increase in temperature.
2. For new employees starting work in the warm weather months, they shall be closely observed by a supervisor or designee during the first fourteen (14) days while working in elevated temperatures.
3. Older employees, employees who have been on vacation or other leave for more than one (1) week, and employees currently ill or just returning from illness should also be monitored during periods of elevated temperatures.
4. Whenever possible, supervisors should gradually increase the outdoor or heat exposure workload over a period of one (1) to two (2) weeks when temperatures begin to be consistently over seventy-five (75) degrees F.

B. Fans

In rooms or areas with the potential for heat exposure, area fans can be used to increase air flow and reduce the heat index if they do not create or exacerbate other hazards.

C. Work Schedules

Particularly in instances of anticipated high heat exposures (heat index exceeding 95 degrees F), work should be scheduled early in the day, in the evening, or at night to avoid the maximum daytime temperatures.

1. Employees may be placed on work/rest cycles to reduce the effects of heat.
    a. A 'rest' cycle does not necessarily imply a contractual break but a time of reduced work intensity.
        1) The employee is removed from exposure to heat, in complete shade or an air-conditioned space, and has access to water but may perform other light duties while the body recovers in preparation for returning to the hot environment.
    b. Rest/work cycles shall increase the rest period and decrease the work period as

1) Temperature rises
2) Humidity rises
3) Air movement decreases
4) Toward the early afternoon/hottest part of the day
5) When protective clothing is worn
6) When the work activity increases in intensity
7) Employees are not recovering adequately from exposure
    a) To monitor recovery, employees shall take their pulse at the wrist for thirty (30) seconds at the beginning of a break and multiply by two (2).
        i. If the pulse exceeds one hundred ten (110), the next work cycle should be reduced by one third and the rest period shall remain the same.
        ii. At the next rest period, if the measured pulse still exceeds one hundred ten (110) beats per minute, the rest cycle shall be increased by one third.
        iii. This process shall be repeated until the rest periods exceed the work periods at which the task shall be rescheduled, if possible.

D. Personal Protective Equipment

There are several devices which can be used by individuals to reduce their body temperature, such as

1. Cooling vests
2. Ice packs
3. Heat reflective garments
4. Personal fans and misters.

E. Stationary Assignments

In certain instances, employees may not be allowed to leave the location of their activity for rest breaks when one of the trigger temperatures is reached, such as security details or traffic control.

1. In instances where an employee must remain at their location due to the nature of the assignment or for health and safety reasons, a portable shade structure and drinking water shall be provided for them.
    a. The supervisor shall determine whether the nature of the assignment requires portable shade and water.
    b. The supervisor shall arrange for water and shade to be provided prior to the first rest or break period.
    c. If the employee can be relieved to allow for breaks, shade and water do not need to be provided.

VIII. TRAINING

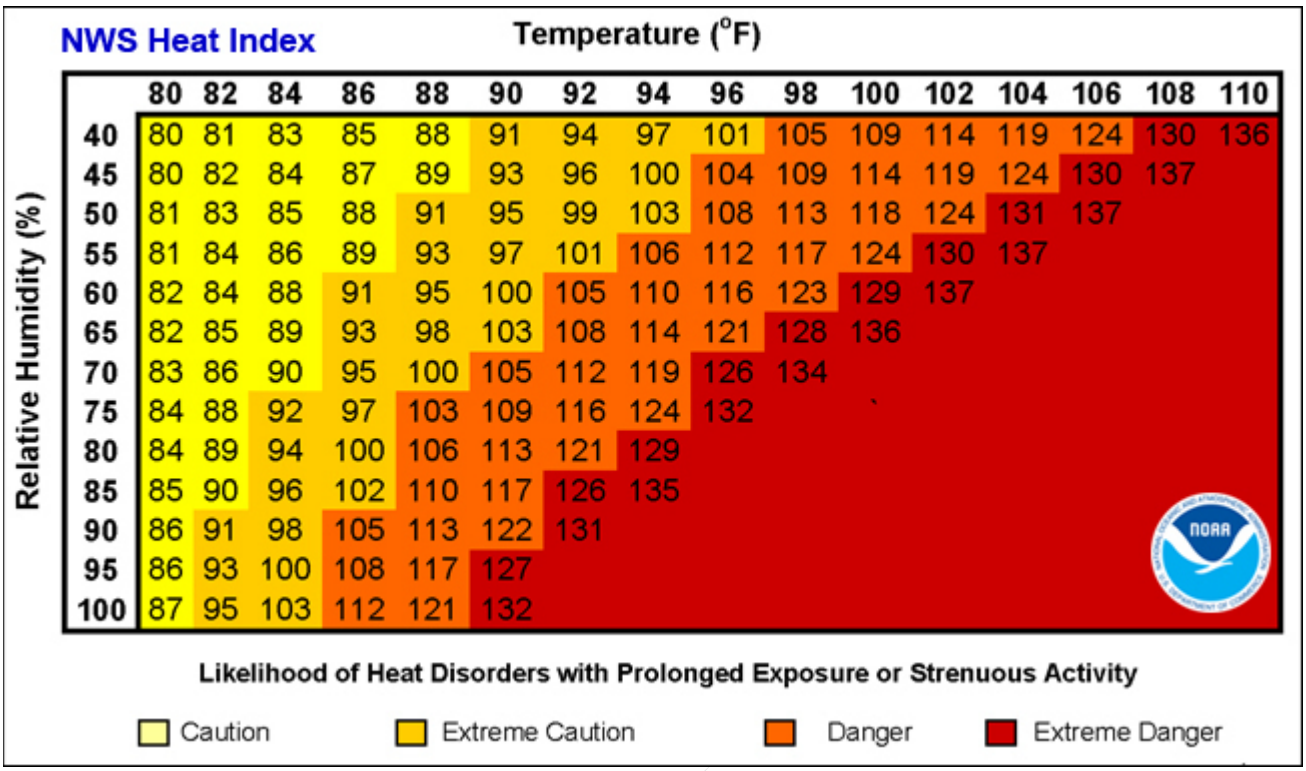
A. General Provisions

1. All employees who may work outside or in hot environments shall receive training upon their initial assignment. Heat Illness Prevention training is provided on the Keenan SafeColleges platform
    a. Training shall include (NIOSH)
        1) Heat stress hazards
        2) Predisposing factors- weight, physical condition, health conditions, etc.
        3) Signs and symptoms of heat illness
        4) Health effects of heat
        5) First aid and advanced medical notification procedures
        6) Proper precautions, including access to water and shade
        7) Concept of acclimatization
        8) Worker's responsibilities
        9) Effects of pharmaceuticals, alcohol, and caffeine on the body's ability to handle heat
        10) Effects of personal protective equipment
2. In addition to the above, all supervisors whose employees fall under the scope of this program shall be trained in (8 CCR 3395 (h)(2))
    a. Supervisor's responsibility during times of high heat
    b. How to respond to employees experiencing heat illness, including when to contact emergency medical services
    c. How to monitor weather and determine heat index including the OSHA-NIOSH HEAT SAFETY TOOL app available for personal electronic devices
3. A review of these topics should occur annually.
4. Brief reviews should also occur periodically throughout the summer months (May through September).
    a. Brief ('tail-gate') reviews need not be recorded on a training log.
    b. An example Safety Poster which can be posted and reviewed is available in Appendix C

IX. RECORDS

The appropriate supervisor shall retain copies of training logs for their employees for no less than three (3) years.

APPENDIX A: National Weather Service Heat Index



Retrieved from https://www.weather.gov/images/safety/heatindexchart-650.jpg

Note: For outdoor employees working in direct sunlight with no shade and no breeze, the supervisor should add thirteen (13) degrees to the calculated heat index temperature

APPENDIX B: Types of Heat Illnesses

Heat stress is the body's physiological response to heat load. The heat load includes external sources (such as direct sun exposure, temperature and humidity) and internal sources such as work rate. As the body temperature rises, the body becomes less able to remove excess heat to maintain a stable, internal body temperature. As the body's core temperature rises, the body begins to show signs and symptoms of heat related illness.

The following heat illnesses are listed as least to most serious. Heat illness may move through a progression, from least to most serious. In other instances, employees may not progress through all stages and may only show signs when the illness has become serious.

A. Heat Rash

Heat rash is defined as a skin irritation that is caused by excessive sweating during hot and humid weather. Some symptoms of heat rash include having a red cluster or pimples or small blisters on the skin located around the neck, chest, groin, under the breast, and in elbow creases.

B. Heat Syncope

Heat syncope is the collapse and/or loss of consciousness during heat exposure without an increase in body temperature or cessation of sweating.

Dehydration and lack of acclimatization are factors that contribute to heat syncope, and the following are related symptoms:

- Light−headedness
- Dizziness
- Fainting.

C. Rhabdomyolysis

Rhabdomyolysis is a disorder of skeletal muscle breakdown caused by muscle injury or myocyte membrane damage that leads to the release of myocyte contents into the bloodstream. The following are related symptoms:

- Muscle cramps
- Muscle pain most often in the shoulders, thighs, or lower back
- Abnormally dark (tea or cola-colored) urine
- Weakness
- Exercise intolerance

D. Heat Cramps

A heat-related illness characterized by spastic contractions of the voluntary muscles (mainly arms, hands, legs, and feet), usually associated with restricted salt intake and profuse sweating without significant body dehydration.

Heat cramps result from sweating during strenuous activity. As an individual sweats more, the body is depleted of salt and moisture levels. Low salt levels in the muscles can cause painful cramps.

E. Heat Exhaustion

A heat-related illness characterized by elevation of core body temperature above 38°C (100.4°F) and abnormal performance of one or more organ systems, without injury to the central nervous system. Heat exhaustion may signal impending heat stroke.

Heat exhaustion is when the body's response to an excessive loss of water and salt through sweating. Workers who are most prone to heat exhaustion are the elderly, employees with high blood pressure, and working in a hot environment. The symptoms of heat exhaustion include the following:

- Heavy sweating
- Extreme weakness or fatigue
- Dizziness, confusion
- Nausea
- Clammy, moist skin
- Pale or flushed complexion
- Muscle cramps
- Slightly elevated body temperature
- Fast and shallow breathing

F. Heat Stroke

Heat stroke is a condition when the body becomes unable to control its temperature; the body's temperature rises rapidly, sweating mechanisms fail, and the body is unable to cool down. Heat stroke can cause death or permanent disability.

An acute medical emergency caused by exposure to heat from an excessive rise in body temperature [above 41.1°C (106°F] and failure of the temperature-regulating mechanism. Injury occurs to the central nervous system characterized by a sudden and sustained loss of consciousness preceded by some or all of the following

- Vertigo
- Nausea
- Bizarre behavior
- Hot, dry skin or profuse sweating

  - Note- the skin may not be dry to excessive sweating as the victim has progressed through other stages of heat illness.
- Hallucinations
- Chills
- Headaches
- High body temperature
- Confusion/dizziness
- Slurred speech.

Source: NIOSH *Occupational Exposure to Heat and Hot Environments*

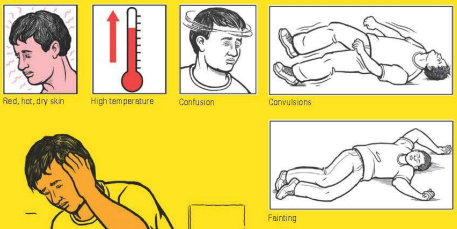
APPENDIX C: Safety Poster

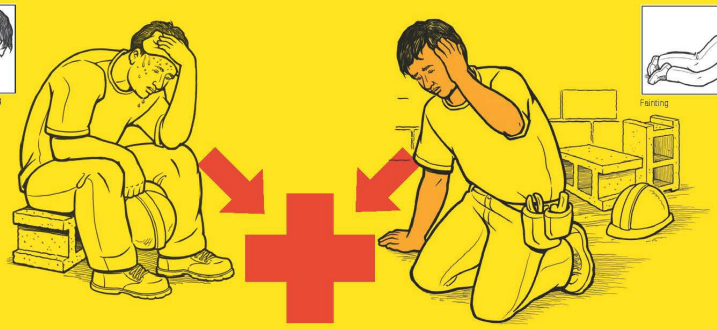
Health effects of heat

Two types of heat illness:

Heat Exhaustion

Heat Stroke





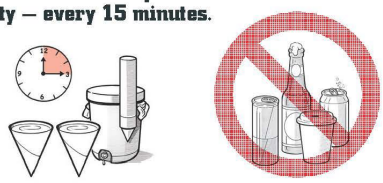
Watch out for early symptoms. You may need medical help. People react differently — you may have just a few of these symptoms, or most of them.

1

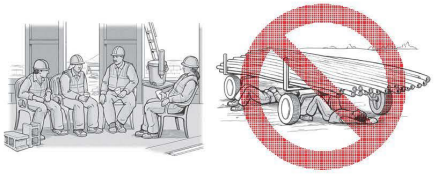
Stay safe and healthy!

WATER. REST. SHADE. *The work can't get done without them.*

Drink water even if you aren't thirsty — every 15 minutes.

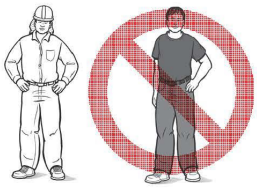


Rest in the shade.



Watch out for each other.

Wear hats and light-colored clothing.

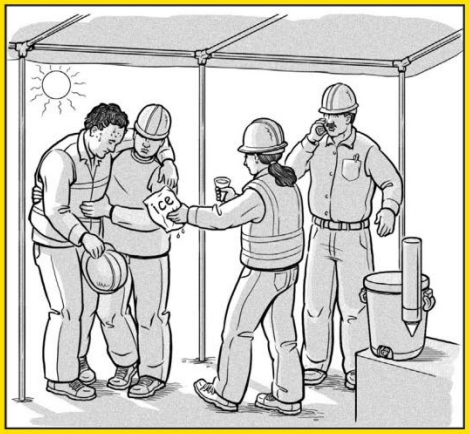


"Easy does it" on your first days of work in the heat. You need to get used to it. Rest in the shade – at least 5 minutes as needed to cool down.

2

Be prepared for an emergency

Heat kills -- get help right away!

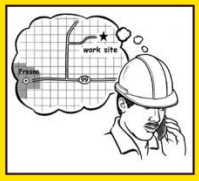


If someone in your crew has symptoms:

1) Tell the person who has a radio/phone and can call the supervisor – you need medical help.
2) Start providing first aid while you wait for the ambulance to arrive.
3) Move the person to cool off in the shade.
4) Little by little, give him water (as long as he is not vomiting).
5) Loosen his clothing.
6) Help cool him: fan him, put ice packs in groin and underarms, or soak his clothing with cool water.

When you call for help, you need to:

- Be prepared to describe the symptoms.
- Give specific and clear directions to your work site.

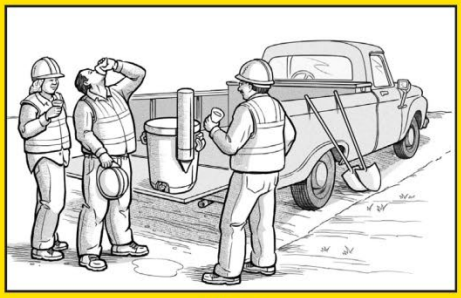


Workers do not pay for ambulances or medical care.

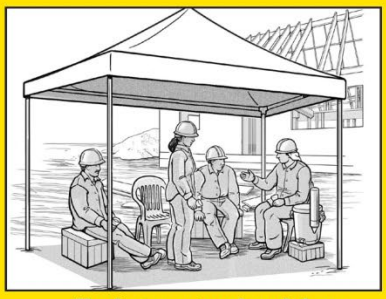
3

Heat illness can be prevented!

At our work site, we have:



Water



Shade to rest and cool down

We are extra careful when there is a heat wave or temperature goes up. Then we may change our work hours, and we all need more water and rest.

Training and emergency plan

4

TRAINING RECORD

Facility: _____

Date	Time	Instructor

Name (print)	Signature	Department	Supervisor