



Heat Illness Prevention Program Standard

Twin Rivers Unified School District

Business Support Services

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I. PURPOSE

Twin Rivers Unified School District's Heat Illness Prevention Standard has been established to identify and control exposure to heat, which may be hazardous to District employees in their work environments, and to ensure appropriate precautions are taken to prevent Heat Illness.

II. AUTHORITIES

California Employers with any outdoor places of employment must comply with the Heat Illness Prevention Standard, California Code of Regulations – Title 8 Subchapter 7. General Industry Safety Orders Group 2. Safe Practices and Personal Protection Article 10. Personal Safety Devices and Safeguards §3395. Heat Illness Prevention. These procedures have been created to assist the employer in crafting their heat illness prevention procedures, and to reduce the risk of work related heat illnesses among their employees.

This section applies to the control of risk of occurrence of heat illness. This is not intended to exclude the application of other sections of Title 8, including, but not necessarily limited to, sections 1230(a), 1512, 1524, 3203, 3363, 3400, 3439, 3457, 6251, 6512, 6969, 6975, 8420 and 8602(e). This section applies to all outdoor places of employment and indoor without adequate air conditioning.

III. DEFINITIONS

"Acclimatization" means temporary adaptation of the body to work in the heat that occurs gradually when a person is exposed to it. Acclimatization peaks in most people within four to fourteen days of regular work for at least two hours per day in the heat.

"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, heat syncope 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 the 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 an individual's age, degree of acclimatization, health, water consumption, alcohol consumption, caffeine consumption, and use of prescription medications that affect the body's water retention or other physiological responses to heat.

"**Preventative recovery period**" means a period of time to recover from the heat in order to prevent heat illness.

"**Shade**" means blockage of direct sunlight. Canopies, umbrellas and other temporary structures or devices may be used to provide shade. One indicator that blockage is sufficient is when objects do not cast a shadow in the area of blocked sunlight. Shade is not adequate when heat in the area of shade defeats the purpose of shade, which is to allow the body to cool. For example, a car sitting in the sun does not provide acceptable shade to a person inside it, unless the car is running with air conditioning

IV. COVERED EMPLOYEES

Twin Rivers Unified School District has identified the following categories of employees as having exposure to heat due to outdoor work. They are as follows:

1. Coaches
2. Grounds Workers
3. Maintenance Workers
4. Campus monitors/yard duty workers
5. Custodians
6. Indoor employees with little to no air conditioning (eg. - Cafeteria workers)

V. RESPONSIBILITY

- 1) Risk Management has the following responsibilities:
 - a. Maintaining a written program in compliance with current Federal and State regulations, including annual updates.
 - b. Coordinate, implement, conduct and monitor any training required by the regulations, including:
 - i. The environmental and personal risk factors for heat illness;
 - ii. The employer's procedures for complying with the requirements of this standard;
 - iii. The importance of frequent consumption of small quantities of water, up to 4 cups per hour, when the work environment is hot and employees are likely to be sweating more than usual in the performance of their duties;
 - iv. The importance of acclimatization;
 - v. The different types of heat illness and the common signs and symptoms of heat illness;
 - vi. The importance to employees of immediately reporting to the employer, directly or through the employee's supervisor, symptoms or signs of heat illness in themselves, or in co-workers;
 - vii. The employer's procedures for responding to symptoms of possible heat illness, including how emergency medical services will be provided should they become necessary;

- viii. The employer's procedures for contacting emergency medical services, and if necessary, for transporting employees to a point where they can be reached by an emergency medical service provider;
 - ix. The employer's procedures for ensuring that, in the event of an emergency, clear and precise directions to the work site can and will be provided as needed to emergency responders..
 - c. Providing all employees in the departments listed in section IV with information about this Program.
 - d. Assisting employees and supervisors in implementing the requirements of Twin Rivers Unified School District's Standard.
 - e. Assisting sites and departments in identifying and implementing feasible engineering controls.
 - f. Maintaining records as required under the regulations.
 - g. Conduct facility audits to assess exposure in the workplace and use of engineering and administrative controls in order to ensure their effectiveness.
- 2) The Human Resources Department is responsible for:
- a. Ensuring compliance with this standard and all safe work practices after notice from Risk Management that an unsafe act has occurred and directing the immediate supervisor (administrator of classified manager) to meet with the employee involved to initiate its counseling and progressive discipline programs in accordance with established District policy and procedure.
- 3) Department Managers or Supervisors will be responsible for:
- a. Informing their staff of the location and availability of this written program, training materials, and information supplied to the District by the U.S. Department of Labor or Cal/OSHA.
 - b. Informing their staff of the equipment, operations or areas where there may be a concern.
 - c. Providing and ensuring their staff use engineering controls and/or wear appropriate clothing to prevent problems.
 - d. Provide materials and equipment to ensure fulfillment of their operational goals and objectives in a safe work environment.
 - e. Ensuring Risk Management is notified of a need to evaluate work conditions under this standard.
 - f. Maintaining records as required under the regulations.
- 4) The immediate supervisor (administrator or classified manager) is responsible for:
- a. Ensuring compliance with this standard by meeting with the employee involved and applying counseling and progressive discipline in accordance with established District policy and procedure.

- 5) Employees are responsible for:
 - a. Notifying their supervisor and or Risk Management of the need to evaluate work conditions that may cause issue.
 - b. Using engineering controls or wearing appropriate clothing to prevent issue in compliance with Safe Operating Procedures (SOPs), postings, instructions or training received.
 - c. Maintain physical fitness in order to meet the physical demands of his/her job.

- 6) District's IIPP Committee is responsible for:
 - a. Maintaining this program and conducting an annual review and update.
 - b. Reviewing incidents and causes of issues related to this Program.
 - c. Recommend strategies to reduce the occurrence of employee incidents and injuries.

VI. COMPONENTS OF STANDARD

The elements reflected within this Heat Illness Prevention guide are those contained in Title 8 of the California Code of Regulations, Section 3395 (T8 CCR 3395) and consist of the following:

1. Provision of Water
2. Access to Shade
3. Written Procedures
4. Training

1. PROVISION OF WATER:

Water is a key preventive measure to minimize the risk of heat related illnesses.

- Employees should be drinking small quantities of water at the beginning of their shifts and then frequently throughout the remainder of their day.
- Approximately 1 cup every 15 minutes or 4 cups every hour.
- This equals 2+ gallons per day.
- Caffeine drinks such as soda, energy drinks and coffee are not recommended since it is a diuretic and may cause the body to become dehydrated when working in the heat.
- Avoid drinking alcohol the day prior to working in heat
- Supervisor will provide frequent reminders to employees to drink frequently, and more water breaks will be provided.
- Frequently, the supervisor will hold short tailgate meetings to remind workers about the importance of frequent consumption of water throughout the shift.

2. ACCESS TO SHADE

Access to rest and shade or other cooling measures are important preventive steps to minimize the risk of heat related illnesses.

- Preventative Recovery Periods will be provided and should last at least 5 minutes.
- Employees should not wait until they feel sick to take a rest break.
- If employees do not have access to air conditioned buildings, coolest areas or shade should be provided for Recovery Periods that will block direct sunlight.
 - Canopies, Umbrellas, or other temporary structures or devices may be used to provide shade.
 - Objects cannot cast a shadow in the area of blocked sunlight in order to be considered sufficient.
 - Heat in the area of shade defeats the purpose of shade, which does not allow the body to cool.

3. WRITTEN PROCEDURES

Written procedures help reduce the risk of heat related illnesses, and ensure that emergency assistance is provided without delay.

Environmental Risk Factors – Working conditions that create the possibility that heat illness could occur –

- Air temperature
- Relative humidity
- Radiant heat from sun and other sources
- Conductive heat sources such as the ground, ovens, other heat producing sources
- Air movement
- Workload severity and duration
- Protective clothing and personal protective equipment worn by employees

Personal Risk Factors Include:

- Age
- Degree of acclimatization
- Health
- Water consumption
- Alcohol consumption
- Caffeine consumption
- Use of prescription medications
- Heat affects the body's water retention

- Heat affects other physiological responses to heat

Heat Cramps - the least severe condition. The first sign of distress. Symptoms are painful muscle spasms usually in the legs and abdomen.

- Care for Heat Cramps: Rest in a cool place, give cool water and stretch/massage the affected area. Watch for further signals.

Heat Exhaustion - More severe condition. Symptoms are cool, moist, pale, ashen or flushed skin; headache; nausea; dizziness; weakness; and exhaustion.

- Care for Heat Exhaustion: Move the person to a cooler environment, Loosen or remove excess clothing, fan the person, get the person into circulating air while applying wet towels. If conscious, give small amounts of cool water to drink. Call the Field Intervention Nurse at (916) 8091-9908. Be prepared to call 9-1-1.

Heat Syncope - Another stage in the same process as heat stroke. The basic symptom is a body temperature above 104° with fainting, or without mental confusion, which does occur in heat stroke. Caused by mild overheating with inadequate water. In young persons, it is far more common than true sunstroke. Heat syncope occurs when blood pressure is lowered as the body dilates (widens) capillaries (small blood vessels) in the skin to radiate heat.

Water is evaporated from the blood, reducing the blood's volume and lowering blood pressure further. The result is less blood to the brain, causing light-headedness and fainting.

- Care: the victim is positioned in a seating or laying position with legs raised. If the person is conscious, give small amounts of water slowly. Get the person to a cooler area.

Heat Stroke - The least common, but most severe. Usually results because previous signals were ignored. Body systems are overwhelmed by heat and begin to stop functioning. This is a SERIOUS medical emergency. Symptoms: sweating stops because the body can no longer rid itself of excess heat, mental confusion, delirium, loss of consciousness, convulsions or coma. Body temperature of 106° or higher, red skin either dry or moist; changes in consciousness; rapid, weak pulse; and rapid shallow breathing. Victims can die unless treated promptly

- Care: If caught in the early stages, can usually be reversed. Get the person out of the heat, loosen any tight clothing and apply cool, wet cloths (towels/sheets), spray the person with water and fan them, if the person is conscious, give small amounts of cool water. Call 9-1-1, notify your supervisor, and call the EIN @ 1-877-742-3467

When moving a victim of heat illness out of the heat and inside:

- Try to cool the person down gradually
- If putting the victim in a car, turn the air conditioning on, with the vents pointed away from the victim. Too much cold air on a person suffering from heat illness can cause the victim to go into shock.
- Give small amounts of cool, not ice, water to the conscious victim. Ice water could cause the victim to go into shock

To reduce the risk of heat-related illness (HI) and respond to possible symptoms of HI, the following steps will be taken:

1. All employees will be trained prior to working in extreme heat.
2. Working hours will be modified to work during the cooler hours of the day, when possible.
3. When a modified or shorter work-shift is not possible, more water and rest breaks will be provided.

To ensure that emergency medical services are provided without delay, the following steps will be taken:

1. Supervisors will continuously check all employees, and stay alert to the presence of heat related symptoms.
2. Supervisors will carry cell phones or other means of communication, to ensure that emergency services can be called, and check that these are functional at the worksite prior to each shift.
3. During periods of extreme heat, workers will be reminded about address and directions to medical facilities near the worksite and emergency procedures.

VII. TRAINING

Training is critical to help reduce the risk of heat related illnesses and to assist with obtaining emergency assistance without delay.

- All employees will receive heat illness prevention training prior to working outdoors or in higher temperature indoor areas. Especially all newly hired employees.
- On hot days, and during a heat wave, supervisors will hold short tailgate meetings to review this important information with all workers.
- All newly hired workers will be assigned a buddy or experienced coworker to ensure that they understood the training and follow the company procedures.
- Supervisors will be trained prior to being assigned to supervise outdoor or high temperature indoor workers.
- Primary and secondary employers will ensure that all employee's (including temporary) working outdoors are trained in heat illness prevention.

VIII. RECORDKEEPING

All medical information obtained under this policy will be treated in accordance with the Confidentiality of Medical Information Act (Civil Code Sections 56-56.37), and the General Industry Safety Orders, Section 3204. Medical information will be kept in separate files from Personnel records and shall be available for inspection by an employee upon request.

IX. REPORTING

“WHISTLEBLOWER” PROTECTION: California Labor Code Section 6310 prohibits employers from firing or discriminating against any worker because the worker has informed their employer, or filed a complaint with Cal/OSHA, about unsafe or unhealthy working conditions. Employees have a right to inform their employer or file a complaint with Cal/OSHA when unsafe conditions exist at their workplace, and this right is assured to them under the California Occupational Safety and Health Act of 1973.

To report an unsafe condition use the Injury & Illness Prevention Program (IIPP) form titled “Request for Evaluation of Unsafe Condition”. This form may be submitted anonymously if you prefer. You can locate this form in any IIPP binder at any site or on the EGUSD District’s Public Exchange Folders in the IIPP folder.

X. CONTRACTORS

Contractors shall maintain and enforce an Injury and Illness Prevention Program as required by State law, and in signing any contractual agreement with the District, makes the following certification:

“CONTRACTOR is aware of the provisions of California Labor Code, Division 5, and of the California Code of Regulations, Title 8, and shall maintain an active comprehensive Injury and Illness Prevention Plan – including applicable standards (e.g. ergonomic, haz-com) - in accordance with such provisions before commencing the performance of the contractual agreement. The Injury and Illness Prevention Plan shall be available to EGUSD upon request.”

APPENDIX A: California Code of Regulations – Title 8, §3395

California Code of Regulations – Title 8, Subchapter 7. General Industry Safety Orders, Group 2. Safe Practices and Personal Protection, Article 10. Personal Safety Devices and Safeguards §3395. Heat Illness Prevention.

(a) Scope and Application.

(1) This standard applies to all outdoor and high temperature indoor places of employment.

EXCEPTION: If an industry is not listed in subsection (a)(2), employers in that industry are not required to comply with subsection (e), High-heat procedures.

(2) List of industries subject to all provisions of this standard, including subsection (e):

(A) Agriculture

(B) Construction

(C) Landscaping

(D) Oil and gas extraction

(E) Transportation or delivery of agricultural products, construction materials or other heavy materials (e.g. furniture, lumber, freight, cargo, cabinets, industrial or commercial materials), except for employment that consists of operating an air-conditioned vehicle and does not include loading or unloading.

(F) Food Preparation.

(3) This section applies to the control of risk of occurrence of heat illness. This is not intended to exclude the application of other sections of Title 8, including, but not necessarily limited to, sections 1512, 1524, 3203, 3363, 3400, 3439, 3457, 6251, 6512, 6969, 6975, 8420 and 8602(e).

NOTE NO. 1: The measures required here may be integrated into the employer's written Injury and Illness Program required by section 3203, or maintained in a separate document.

NOTE NO. 2: This standard is enforceable by the Division of Occupational Safety and Health pursuant to Labor Code sections 6308 and 6317 and any other statutes conferring enforcement powers upon the Division. It is a violation of Labor Code sections 6310, 6311, and 6312 to discharge or discriminate in any other manner against employees for exercising their rights under this or any other provision offering occupational safety and health protection to employees.

(b) Definitions.

“Acclimatization” means temporary adaptation of the body to work in the heat that occurs gradually when a person is exposed to it. Acclimatization peaks in most people within four to fourteen days of regular work for at least two hours per day in the heat.

“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, heat syncope 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 the 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.

“Landscaping” means providing landscape care and maintenance services and/or installing trees, shrubs, plants, lawns, or gardens, or providing these services in conjunction with the design of landscape plans and/or the construction (i.e., installation) of walkways, retaining walls, decks, fences, ponds, and similar structures, except for employment by an employer who operates a fixed establishment where the work is to be performed and where drinking water is plumbed.

“Oil and gas extraction” means operating and/or developing oil and gas field properties, exploring for crude petroleum or natural gas, mining or extracting of oil or gas or recovering liquid hydrocarbons from oil or gas field gases.

“Personal risk factors for heat illness” means factors such as an individual's age, degree of acclimatization, health, water consumption, alcohol consumption, caffeine consumption, and use of prescription medications that affect the body's water retention or other physiological responses to heat.

“Shade” means blockage of direct sunlight. One indicator that blockage is sufficient is when objects do not cast a shadow in the area of blocked sunlight. Shade is not adequate when heat in the area of shade defeats the purpose of shade, which is to allow the body to cool. For example, a car sitting in the sun does not provide acceptable shade to a person inside it, unless the car is running with air conditioning. Shade may be provided by any natural or artificial means that does not expose employees to unsafe or unhealthy conditions and that does not deter or discourage access or use.

“Temperature” means the dry bulb temperature in degrees Fahrenheit obtainable by using a thermometer to measure the outdoor temperature in an area where there is no shade. While the temperature measurement must be taken in an area with full sunlight, the bulb or sensor of the thermometer should be shielded while taking the measurement, e.g., with the hand or some other object, from direct contact by sunlight.

(c) Provision of water. Employees shall have access to potable drinking water meeting the requirements of Sections 1524, 3363, and 3457, as applicable, including but not limited to the requirements that it be

fresh, pure, suitably cool, and provided to employees free of charge. The water shall be located as close as practicable to the areas where employees are working. Where drinking water is not plumbed or otherwise continuously supplied, it shall be provided in sufficient quantity at the beginning of the work shift to provide one quart per employee per hour for drinking for the entire shift. Employers may begin the shift with smaller quantities of water if they have effective procedures for replenishment during the shift as needed to allow employees to drink one quart or more per hour. The frequent drinking of water, as described in subsection (h)(1)(C), shall be encouraged.

(d) Access to shade.

(1) Shade shall be present when the temperature exceeds 80 degrees Fahrenheit. When the outdoor temperature in the work area exceeds 80 degrees Fahrenheit, the employer shall have and maintain one or more areas with shade at all times while employees are present that are either open to the air or provided with ventilation or cooling. The amount of shade present shall be at least enough to accommodate the number of employees on recovery or rest periods, so that they can sit in a normal posture fully in the shade without having to be in physical contact with each other. The shade shall be located as close as practicable to the areas where employees are working. Subject to the same specifications, the amount of shade present during meal periods shall be at least enough to accommodate the number of employees on the meal period who remain onsite.

(2) Shade shall be available when the temperature does not exceed 80 degrees Fahrenheit. When the outdoor temperature in the work area does not exceed 80 degrees Fahrenheit employers shall either provide shade as per subsection (d)(1) or provide timely access to shade upon an employee's request.

(3) Employees shall be allowed and encouraged to take a preventative cool-down rest in the shade when they feel the need to do so to protect themselves from overheating. Such access to shade shall be permitted at all times. An individual employee who takes a preventative cool-down rest (A) shall be monitored and asked if he or she is experiencing symptoms of heat illness; (B) shall be encouraged to remain in the shade; and (C) shall not be ordered back to work until any signs or symptoms of heat illness have abated, but in no event less than 5 minutes in addition to the time needed to access the shade.

(4) If an employee exhibits signs or reports symptoms of heat illness while taking a preventative cool-down rest or during a preventative cool-down rest period, the employer shall provide appropriate first aid or emergency response according to subsection (f) of this section.

Exceptions to subsections (d)(1) and (d)(2):

(1) Where the employer can demonstrate that it is infeasible or unsafe to have a shade structure, or otherwise to have shade present on a continuous basis, the employer may utilize alternative procedures for providing access to shade if the alternative procedures provide equivalent protection.

(2) Except for employers in the agricultural industry, cooling measures other than shade (e.g., use of misting machines) may be provided in lieu of shade if the employer can demonstrate that these measures are at least as effective as shade in allowing employees to cool.

(e) High-heat procedures. The employer shall implement high-heat procedures when the temperature equals or exceeds 95 degrees Fahrenheit. These procedures shall include the following to the extent practicable:

(1) Ensuring that effective communication by voice, observation, or electronic means is maintained so that employees at the work site can contact a supervisor when necessary. An electronic device, such as a cell phone or text messaging device, may be used for this purpose only if reception in the area is reliable.

(2) Observing employees for alertness and signs or symptoms of heat illness. The employer shall ensure effective employee observation/monitoring by implementing one or more of the following:

(A) Supervisor or designee observation of 20 or fewer employees, or

(B) Mandatory buddy system, or

(C) Regular communication with sole employee such as by radio or cellular phone, or

(D) Other effective means of observation.

(3) Designating one or more employees on each worksite as authorized to call for emergency medical services, and allowing other employees to call for emergency services when no designated employee is available.

(4) Reminding employees throughout the work shift to drink plenty of water.

(5) Pre-shift meetings before the commencement of work to review the high heat procedures, encourage employees to drink plenty of water, and remind employees of their right to take a cool-down rest when necessary.

(6) For employees employed in agriculture, the following shall also apply:

When temperatures reach 95 degrees or above, the employer shall ensure that the employee takes a minimum ten minute net preventative cool-down rest period every two hours. The preventative cool-down rest period required by this paragraph may be provided concurrently with any other meal or rest period required by Industrial Welfare Commission Order No. 14 (8 CCR 11140) if the timing of the preventative cool-down rest period coincides with a required meal or rest period thus resulting in no additional preventative cool-down rest period required in an eight hour workday. If the workday will extend beyond eight hours, then an additional preventative cool-down rest period will be required at the conclusion of the eighth hour of work; and if the workday extends beyond ten hours, then another preventative cool-down rest period will be required at the conclusion of the tenth hour and so on. For purposes of this section, preventative cool-down rest period has the same meaning as “recovery period” in Labor Code Section 226.7(a).

(f) Emergency Response Procedures. The Employer shall implement effective emergency response procedures including:

(1) Ensuring that effective communication by voice, observation, or electronic means is maintained so that employees at the work site can contact a supervisor or emergency medical services when necessary. An electronic device, such as a cell phone or text messaging device, may be used for this purpose only if reception in the area is reliable. If an electronic device will not furnish reliable communication in the work area, the employer will ensure a means of summoning emergency medical services.

(2) Responding to signs and symptoms of possible heat illness, including but not limited to first aid measures and how emergency medical services will be provided.

(A) If a supervisor observes, or any employee reports, any signs or symptoms of heat illness in any employee, the supervisor shall take immediate action commensurate with the severity of the illness.

(B) If the signs or symptoms are indicators of severe heat illness (such as, but not limited to, decreased level of consciousness, staggering, vomiting, disorientation, irrational behavior or convulsions), the employer must implement emergency response procedures.

(C) An employee exhibiting signs or symptoms of heat illness shall be monitored and shall not be left alone or sent home without being offered onsite first aid and/or being provided with emergency medical services in accordance with the employer's procedures.

(3) Contacting emergency medical services and, if necessary, transporting employees to a place where they can be reached by an emergency medical provider.

(4) Ensuring that, in the event of an emergency, clear and precise directions to the work site can and will be provided as needed to emergency responders.

(g) Acclimatization.

(1) All employees shall be closely observed by a supervisor or designee during a heat wave. For purposes of this section only, "heat wave" means any day in which the predicted high temperature for the day will be at least 80 degrees Fahrenheit and at least ten degrees Fahrenheit higher than the average high daily temperature in the preceding five days.

(2) An employee who has been newly assigned to a high heat area shall be closely observed by a supervisor or designee for the first 14 days of the employee's employment.

(h) Training.

(1) Employee training. Effective training in the following topics shall be provided to each supervisory and non-supervisory employee before the employee begins work that should reasonably be anticipated to result in exposure to the risk of heat illness:

(A) The environmental and personal risk factors for heat illness, as well as the added burden of heat load on the body caused by exertion, clothing, and personal protective equipment.

(B) The employer's procedures for complying with the requirements of this standard, including, but not limited to, the employer's responsibility to provide water, shade, cool-down rests, and access to first aid as well as the employees' right to exercise their rights under this standard without retaliation.

(C) The importance of frequent consumption of small quantities of water, up to 4 cups per hour, when the work environment is hot and employees are likely to be sweating more than usual in the performance of their duties.

(D) The concept, importance, and methods of acclimatization pursuant to the employer's procedures under subsection (i)(4).

(E) The different types of heat illness, the common signs and symptoms of heat illness, and appropriate first aid and/or emergency responses to the different types of heat illness, and in addition, that heat illness may progress quickly from mild symptoms and signs to serious and life threatening illness.

(F) The importance to employees of immediately reporting to the employer, directly or through the employee's supervisor, symptoms or signs of heat illness in themselves, or in co-workers.

(G) The employer's procedures for responding to signs or symptoms of possible heat illness, including how emergency medical services will be provided should they become necessary.

(H) The employer's procedures for contacting emergency medical services, and if necessary, for transporting employees to a point where they can be reached by an emergency medical service provider.

(I) The employer's procedures for ensuring that, in the event of an emergency, clear and precise directions to the work site can and will be provided as needed to emergency responders. These procedures shall include designating a person to be available to ensure that emergency procedures are invoked when appropriate.

(2) Supervisor training. Prior to supervising employees performing work that should reasonably be anticipated to result in exposure to the risk of heat illness effective training on the following topics shall be provided to the supervisor:

(A) The information required to be provided by section (h)(1) above.

(B) The procedures the supervisor is to follow to implement the applicable provisions in this section.

(C) The procedures the supervisor is to follow when an employee exhibits signs or reports symptoms consistent with possible heat illness, including emergency response procedures.

(D) How to monitor weather reports and how to respond to hot weather advisories.

(i) Heat Illness Prevention Plan. The employer shall establish, implement, and maintain, an effective heat illness prevention plan. The plan shall be in writing in both English and the language understood by the majority of the employees and shall be made available at the worksite to employees and to representatives of the Division upon request. The Heat Illness Prevention Plan may be included as part of the employer's Illness and Injury Prevention Program required by section 3203, and shall, at a minimum, contain:

- (1) Procedures for the provision of water and access to shade.
- (2) The high heat procedures referred to in subsection (e).
- (3) Emergency Response Procedures in accordance with subsection (f).
- (4) Acclimatization methods and procedures in accordance with subsection (g).

Note: Authority cited: Section 142.3, Labor Code. Reference: Section 142.3, Labor Code.

HISTORY

1. New section filed 8-22-2005 as an emergency; operative 8-22-2005 (Register 2005, No. 34). A Certificate of Compliance must be transmitted to OAL by 12-20-2005 or emergency language will be repealed by operation of law on the following day.
2. New section refiled 12-20-2005 as an emergency; operative 12-20-2005 (Register 2005, No. 51). A Certificate of Compliance must be transmitted to OAL by 4-19-2006 or emergency language will be repealed by operation of law on the following day.
3. New section refiled 4-19-2006 as an emergency; operative 4-19-2006 (Register 2006, No. 16). A Certificate of Compliance must be transmitted to OAL by 8-17-2006 or emergency language will be repealed by operation of law on the following day.
4. Certificate of Compliance as to 4-19-2006 order, including amendment of section heading and section, transmitted to OAL 6-16-2006 and filed 7-27-2006 (Register 2006, No. 30).
5. Amendment filed 10-5-2010; operative 11-4-2010 (Register 2010, No. 41).
6. Amendment filed 4-3-2015; operative 5-1-2015 pursuant to Government Code section 11343.4(b)(3) (Register 2015, No. 14).



APPENDIX B: Resource Reference Material

Heat Illness Prevention

Guidance for Workers

Awareness of heat illness symptoms can save your life or the life of a co-worker

- If you are coming back to work from an illness or an extended break or you are just starting a job working in the heat, it is important to be aware that you are more vulnerable to heat stress until your body has time to adjust. Let your employer know you are not used to the heat. It takes about 5 – 7 days for your body to adjust.
- Drinking plenty of water frequently is vital to workers exposed to the heat. An individual may produce as much as 2 to 3 gallons of sweat per day. In order to replenish that fluid the worker should drink 3 to 4 cups of water every hour starting at the beginning of your shift.
- Taking your breaks in a cool shaded area and allowing time for recovery from the heat during the day are effective ways to avoid heat illness.
- Avoid or limit the use of alcohol and caffeine during periods of extreme heat. Both dehydrate the body.
- If you or a co-worker start to feel symptoms such as nausea, dizziness, weakness or unusual fatigue, let your supervisor know and rest in a cool shaded area. If symptoms persist or worsen seek immediate medical attention.
- Whenever possible, wear clothing that provides protection from the sun but allows airflow to the body. Protect your head and shade your eyes if working outdoors.
- When working in the heat be sure to pay extra attention to your coworkers and be sure you know how to call for medical attention.

For more information call Cal/OSHA or visit our Web site at:

www.dir.ca.gov

Source: <http://www.dir.ca.gov/dosh/guidanceforworkers.pdf>

