

HEAT ILLNESS PREVENTION POLICY For TOWNSEND SCHMIDT MASONRY

A Program for Compliance with
California Code of Regulations Proposed State Standard,
Title 8, Chapter 4, Section 3395
Requirements for the Control of Heat Related Illnesses

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HEAT ILLNESS PREVENTION

The following designated person or persons (Program Administrator Safety Coordinator/Superintendent/Foreman) have the authority and the responsibility for implementing the provisions of this program at this worksite.

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I. OVERVIEW AND OBJECTIVES

Employees, who work in outdoor places of employment or on job tasks in other areas at those times when the environmental risk factors for heat illness are present, are at risk for developing heat illnesses if they do not protect themselves appropriately. The objective of this program is employee awareness regarding heat illness symptoms, ways to prevent illness, and what to do if symptoms occur. This written program is based on the CA Code of Regulations Proposed State Standard, Title 8, Chapter 4, Section 3395.

II. SCOPE

The Townsend & Schmidt Masonry Heat Illness Prevention Program applies to the control of risk of occurrence of heat illness and applies to all outdoor places of employment at those times when the environmental risk factors for heat illness are present.

III. POLICY

It is the policy of Townsend & Schmidt Masonry that any employee participating in job tasks when environmental risk factors for heat illness are present will comply with the procedures in this document and in the Injury and Illness Prevention Program.

IV. PURPOSE

To ensure that all employees on Townsend & Schmidt Masonry are protected from heat illness while working on job tasks where environmental risk factors for heat illness are present and to establish the minimum requirements for working in this environment.

V. DEFINITIONS

Acclimatization - 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 about two hours per day in the heat.

Acclimation procedures include close observation of all employees during a heat wave – defined as at least 80 degrees and new Employees must be closely observed for their first two weeks on the job.

Environmental risk factors for heat illness - working conditions that create the possibility that heat illness could occur, including air temperature, relative humidity, radiant heat, air movement, workload severity and duration, protective clothing and personnel protective equipment worn by employees.

Heat Illness - a serious medical condition resulting from the body's inability to cope with a particular heat load; includes heat cramps, heat exhaustion, heat syncope & heat stroke.

Heat Wave– triggered at 80 degrees. Shade must be provided for breaks and meal periods.

High Heat – triggered at 95 degrees. A 10 minute cool-down rest period must be provided every 2 hours.

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

Preventative recovery period - 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.

HEAT ILLNESS RISK REDUCTION

1. RECOGNIZE THE HAZARD

There is no absolute minimum temperature in which working in heat is not a risk. With heavy work at high humidity or when workers are wearing protective clothing, even work at 70 degrees Fahrenheit can present a risk. When temperatures approach 80 degrees Fahrenheit, employers need to take specific actions to effectively reduce heat illness risk. During the summer season, the supervisor will check the extended weather forecast and the work schedule will be planned-out accordingly.

Prior to each day, the foreman will review the forecasted temperature for the worksite, to evaluate the risk level for heat illness. Determinations will be made of whether or not workers will be exposed to temperatures characterized as either "extreme caution" or "extreme danger" for heat illness. It is important to note that the temperature's, at which these warnings occur, must be lowered as much as 15 degrees if the workers under consideration are in direct sunlight. During the day, the foreman will monitor the weather using a simple thermostat at the worksite. This critical step will be taken to

determine if or when it will be necessary to make modifications to the work schedule (such as stopping work early, rescheduling the job, changing the start times to work during cooler hours of the day and increasing the number of water and rest breaks).

The thermometer at the jobsite will also be used 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 workers.

When the temperature equals or exceeds **95 degrees** Fahrenheit, high heat risk reduction becomes a major concern and **10 minute cool-down breaks must be scheduled every two hours**. It is especially important to be vigilant during these periods of abnormally high heat and implement additional preventive measures. The work day will be cut short and re-scheduled to be conducted during cooler hours.

During a heat wave, triggered at 95 degrees, before starting work, tailgate meetings will be held, to review the company heat illness prevention procedures, the weather forecast and emergency response procedures. Emergency response procedures include effective communication, response to signs and symptoms of heat illness and procedures for contacting emergency responders to help stricken workers. If schedule modifications are not possible, workers will be provided with an increased number of water and rest breaks. Employees taking a "preventive cool-down rest" must be monitored for symptoms of heat illness, encouraged to remain in the shade and not ordered back to work until symptoms are gone. Employees with symptoms must be provided appropriate first aid or emergency response. In addition, each employee will be assigned a "buddy" to be on the lookout for signs & symptoms of heat illness and to ensure that emergency procedures are initiated when someone displays possible signs or symptoms of heat illness.

New employees will be paired with a more experienced co-worker for the first (14) days of employment. Frequent and effective communication will be maintained so that employees at the worksite can contact the foreman by voice, observation or electronic means when necessary.

2. WATER

Each jobsite must have an adequate supply of clean, cool, potable water. Water must be "fresh, pure, and suitably cool" and located as close as practicable to where employees are working, with exceptions when employers can demonstrate infeasibility. Employees who are working in the heat need to drink (4) eight-ounce glasses of water per hour, including at the start of the shift, in order to replace the water lost to sweat. For an eight-hour day this means employers must provide two or more gallons per person. Townsend & Schmidt will provide bottled water to workers and the water supply will be kept in sanitary condition. During high heat days, foreman will provide ice. The supply of water will be placed as close as possible to the workers, given the working conditions and layout of the worksite. In addition, the water supply will be

relocated to follow along with the crew, so drinking water will remain readily accessible. During employee training and tailgate meetings, the importance of frequently drinking water will be stressed. When the temperature equals or exceeds 95 degrees Fahrenheit, or during a heat wave, the number of water breaks will be increased and workers will be reminded through-out the work shift to drink water. Many people can be very dehydrated and not feel thirsty at all. Employees will receive ongoing encouragement to consume adequate water.

3. SHADE AND REST BREAKS

Shade structures will be provided and used for recovery periods when employees need relief from the heat. When the temperature **equals or exceeds 80 degrees** Fahrenheit, **shade structures will be opened** and placed as close as practical to the workers. The shaded area needs to accommodate all employees on recovery or rest periods, and those onsite taking meal periods.

During high heat days, triggered at 95 degrees, the shade structures will be relocated to follow along with the crew so that access to shade is provided at all times. In situations where trees or other vegetation are used to provide shade, the thickness & shape of the shaded area will be evaluated by the foreman before assuming that sufficient shadow is being cast to protect the workers.

In situations, where it is not safe or feasible to provide access to shade (e.g. during high winds), a discussion of these conditions and the steps that will be taken to provide shade upon request, will be discussed during the tailgate meetings.

VI. RESPONSIBILITIES

A. The management for Townsend & Schmidt Masonry is responsible for:

1. Preparing and maintaining a written program, which complies with the requirements of applicable Cal/OSHA requirements.
2. Assisting with providing training to all potentially impacted employees and their supervisors on the risks and prevention of heat illness, including how to recognize symptoms and respond when they appear.

B. Directors, Managers, Foreman and Supervisors are responsible for:

1. Identifying all employees who are required to work outdoors where potential heat illness could occur and identifying the supervisor of the employees.
2. Assuring that adequate water and shade are available at a job site when the environmental risk factors for heat illness are present.
3. Ensuring that all affected employees have received proper training on heat illness prevention.
4. Ensuring that the requirements in this document are followed.

C. Affected employees are responsible for:

1. Complying with the provisions of the Heat Illness Prevention Program, as described in this document and in the training sessions they attend.
2. Actually drinking the water available at all times when the environmental risk factors for heat illness are present.
3. Actually using the shaded area to prevent or recover from heat related symptoms.
4. Reporting heat related illness symptoms of themselves or other co-workers to the supervisor.

VII. BASIC REQUIREMENTS

The following basic requirements apply to all employees while working where environmental risk factors for heat illness are present.

1. Training shall be provided for all potentially impacted employees working where environmental risk factors for heat illness are present. Training information shall include but not be limited to the topics listed in the training section of this written program. All potentially impacted employees and supervisors who supervise these employees must be trained on the risks and prevention of heat illness, including how to recognize symptoms and respond when they appear.
2. Drinking water in the quantity of 1 quart per hour shall be available at all times for employees who work outdoors in the heat. Water must be "fresh, pure and suitably cool" and located as close as practicable to where employees are working, with exceptions when employers can demonstrate infeasibility.
3. Employees must have access to a shaded area to prevent or recover from heat illness symptoms.
4. All employees must be identified who are required to work where environmental factors for heat illness are present.

VIII. ACCESS TO SHADE

1. Shade is required to be present when the temperature is at 80 degrees F. The employer shall have and maintain one or more areas that are open to the air, ventilation or cooling. The amount of shade will accommodate all employees on recovery or rest periods, and those onsite taking meal periods. They shall be able to sit without physical contact with each other. When the temperature does not exceed 80 degrees F, employer will supply shade as above or timely access to shade per an employee's request.
2. Employees will be encouraged to take shade when needed to keep from overheating at a period of no less than 5 minutes. Employees taking a "preventative cool-down rest" must be monitored for symptoms of heat illness, encouraged to remain in the shade and not ordered back to work until symptoms are gone. Employees with symptoms must be provided appropriate first aid or emergency response.
3. Alternative measures may be used if erecting shade is not feasible or unsafe; as long as it can be proven it provides equivalent protection.

IX. PROCEDURES FOR PROVISION OF WATER

1. Drinking water containers of five gallons each will be brought to the site, so that at least two quarts per employee are available at the start of the shift. All workers whether working individually or in smaller crews, will have access to "fresh, pure and suitably cool" drinking water.
2. Bottled water will be made available to workers and will be kept clean until used.
3. Ice will be carried in separate containers, so that when necessary, it will be added to the drinking water or tub of bottled water to keep it cool.
4. Water containers will be placed as close as possible to the workers (given the working conditions and layout of the worksite), to encourage the frequent drinking of water. If field terrain prevents the water from being placed as close as possible to the workers, bottled water or personal water containers will be made available, so that workers can have drinking water readily accessible.
5. Water containers will be kept in sanitary condition.
6. During employee training and tailgate meetings, the importance of frequent drinking of water will be stressed.

X. HIGH HEAT PROCEDURES

A. **High heat** procedures will be implemented when the temperature equals or exceeds **95 degrees** F. The following will be followed to the extent practicable:

1. Ensure that there is effective communication by voice, observation or electronic means at the work site between supervisors and employees and that "effective" observation and monitoring, including a mandatory buddy system with regular communication of employees working by themselves. During high heat, employees must be provided with a minimum 10-minute cool-down period every two hours.
2. Observe employees for signs or symptoms of heat illness.
3. Remind employees to drink plenty of water.
4. Acclimation procedures including close observation of all employees during a **heat wave** - defined as at least **80 degrees**. New employees must be closely observed for their first two weeks on the job.
5. Emergency response procedures will include effective communication, response to signs and symptoms of heat illness and procedures for contacting emergency responders to help stricken workers.

XI. TRAINING

A. Levels of Training

Training shall be provided for employees working on job tasks where environmental risk factors for heat illness are present, and training for their respective supervisors.

B. Employees

All employees working on job tasks where environmental risk factors for heat illness are present shall receive instruction before being assigned to work tasks. Training topics shall include the following:

1. Environmental and personal risk factors for heat illness.

2. Procedures for identifying, evaluating, and controlling exposures to the environmental and personal risk factors for heat illness.
3. Importance of frequent consumption of small quantities of water, up 1 Quart of Water per employee per hour, which equals 1 Cup consumed slowly every 15 minutes under extreme conditions of work and heat.
4. Importance of acclimatization.
5. Different types, signs, and symptoms of heat illness.
6. Importance of **immediately** reporting symptoms or signs of heat illness in themselves or in coworkers to their supervisor.
7. Procedures for responding to symptoms of possible heat illness, including how emergency medical services will be contacted and provided, should they become necessary.

C. Supervisors/Foreman

Supervisors or their designees are required to provide training on the following topics:

1. Information as detailed above in employee training requirements.
2. Procedures the supervisor shall follow to implement the provisions of this program.
3. Procedures the supervisor shall follow when an employee exhibits symptoms consistent with possible heat illness, including emergency response procedures.

XII. PROGRAM AUDITS

A. RESPONSIBILITY

Audits of the Heat Illness Prevention Program shall be performed by Supervisors and Management of Townsend & Schmidt Masonry.

B. FREQUENCY

Audits of the Heat Illness Prevention Program shall be performed annually.

C. CONTENTS

1. The audit shall review the program to ensure that heat illness prevention procedures are in place and are being properly followed.
2. The audit process and findings shall be certified in writing.

XIII. RECORDS

All training, audit, and other records prepared in association with the Heat Illness Prevention Program shall be managed in accordance with the requirements Townsend & Schmidt Masonry Injury and Illness Prevention Program.