



WBE Traffic Control Heat Illness Prevention Plan

Version 2.0

Procedures for the Provision of Water:

- Drinking water containers (5 to 10 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 employees, whether working individually or in smaller crews, will have access to drinking water.
- Water containers will be located as close as practicable to the areas where employees are working (depending on the working conditions and layout of the worksite) to encourage the frequent drinking of water. If field terrain prevents the water from being placed within a reasonable distance from the employees, bottled water or personal water containers will be made available so that employees can have drinking water readily accessible.
- Daily, employees will be reminded of the importance of drinking water frequently. When the temperature exceeds, or is expected to exceed, 80 degrees Fahrenheit, brief “tailgate” meetings will be held with employees each morning to review the importance of drinking water, the number and schedule of water and rest breaks, and the signs and symptoms of heat illness.
- When the temperature equals or exceeds 95 degrees Fahrenheit, or during a heat wave, pre-shift meetings will be conducted before the commencement of work to both encourage employees to drink plenty of water and to remind employees of their right to take a cool-down rest when necessary. Additionally, the number of water breaks will be increased. Supervisors/foremen will lead by example and remind employees throughout the work shift to drink water.
- Individual water containers or bottled water provided to employees will be adequately identified to eliminate the possibility of drinking from a co-worker’s container or bottle.

Procedures for Access to Shade:

- Shade structures will be opened and placed as close as practicable to the employees when the temperature equals or exceeds 80 degrees Fahrenheit. When the temperature is below 80 degrees Fahrenheit, access to shade will be provided promptly, when requested by an employee.

Note: The interior of a vehicle may not be used to provide shade unless the vehicle is air-conditioned, and the air conditioner is on.

- Enough shade structures will be available at the site to accommodate all of the employees who are on a break at any point in time. During meal periods, there will be enough shade for all employees who choose to remain in the general area of work or in areas designated for recovery and rest periods. (Employers may rotate employees in and out of meal periods, as with recovery and rest periods.)

- Daily, employees will be informed of the location of the shade structures and will be encouraged to take a five-minute cool-down rest in the shade. An employee who takes a preventative cool-down rest break will be monitored and asked if they are experiencing symptoms of heat illness. In no case will the employee be ordered back to work until signs or symptoms of heat illness have abated.
- As crews move, shade structures will be relocated to be placed as close as practicable to the employees so that access to shade is provided at all times. All employees on a recovery or rest break or a meal period will have full access to shade so they can sit in a normal posture without having to be in physical contact with each other.
- Before trees or other vegetation are used to provide shade (such as in orchards), the thickness and shape of the shaded area will be evaluated to ensure that sufficient shadow is cast to protect employees.
- In situations where it is not safe or feasible to provide access to shade (e.g., during high winds), a note will be made of these unsafe or unfeasible conditions and alternative procedures will be used to provide access to shade upon request. An air-conditioned vehicle will be used.
- For non-agricultural employers, cooling measures other than shade (e.g., use of misting machines) are provided in lieu of shade if these measures are demonstrably as effective as shade in allowing employees to cool, and of the steps that will be taken to provide alternative cooling measures but with equivalent protection as shade.

Procedures for Monitoring the Weather:

- The supervisor will be trained and instructed to check in advance the extended weather forecast. Weather forecasts can be checked with the aid of the internet (<http://www.nws.noaa.gov/>), by calling the National Weather Service phone numbers (see CA numbers below), or by checking the Weather Channel TV Network. The work schedule will be planned in advance, taking into consideration whether high temperatures or a heat wave is expected. This type of advanced planning should take place whenever the temperature is expected to reach 70 degrees Fahrenheit or higher.
- Prior to each workday, the supervisor will monitor the weather (using <http://www.nws.noaa.gov/> or <https://www.weatherbug.com/>) at the worksite. This critical weather information will be taken into consideration to determine when it will be necessary to make modifications to the work schedule (e.g., increasing the number of water and rest breaks).

Procedures for Handling 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.

- During a heat wave or heat spike and before starting work, tailgate meetings will be held to review the company Heat Illness Prevention Procedures (HIPPP), the weather forecast, and emergency response procedures. Additionally, if schedule modifications are not possible, employees will be provided with an increased number of water and rest breaks and observed closely for signs and symptoms of heat illness.
- Each employee will be assigned a “buddy” to be on the lookout for signs and symptoms of heat illness and to

ensure that emergency procedures are initiated when someone displays possible signs or symptoms of heat illness.

High Heat Procedures:

High Heat Procedures are additional preventive measures that this company will use when the temperature equals or exceeds 95 degrees Fahrenheit.

- Effective communication by voice, direct observation (applicable for work crews of 20 or fewer), mandatory buddy system, or electronic means will be maintained so that employees at the worksite can contact a supervisor when necessary. If the supervisor is unable to be near the employees (to observe them or communicate with them), then an electronic device, such as a cell phone or text messaging device, may be used for this purpose if reception in the area is reliable.
- Effective communication and direct observation for alertness and signs and symptoms of heat illness will be conducted frequently. When the supervisor is not available, a designated alternate responsible person must be assigned to look for signs and symptoms of heat illness. If a supervisor, designated observer, or any employee reports any signs or symptoms of heat illness in any employee, the supervisor or designated person will take immediate action commensurate with the severity of the illness.
- Employees will be reminded constantly throughout the work shift to drink plenty of water and take preventative cool-down rest breaks when needed.
- Pre-shift meetings will be held 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.
- Employees working longer than eight hours will be provided an additional 10-minute cool-down rest period every two hours. For example, if the shift extends beyond eight hours, an additional rest period is required at the end of the eighth hour of work. If the shift extends beyond 10 hours, another rest period is required at the end of the 10th hour, and so on.
- Once the temperature equals or exceeds 95 degrees Fahrenheit, records will be kept documenting the fact that mandatory cool-down rest periods are provided and taken.

Procedures for Acclimatization:

Acclimatization is the temporary adaptation of the body to work in the heat that occurs gradually when a person is exposed to it. In more common terms, the body needs time to adapt when temperatures rise suddenly, and an employee risks heat illness by not taking it easy when a heat wave or heat spike strikes, or when starting a new job that exposes the employee to heat to which the employee's body hasn't yet adjusted.

Inadequate acclimatization can be significantly more perilous in conditions of high heat and physical stress. Employers are responsible for the working conditions of their employees, and they must implement additional protective measures when conditions result in sudden exposure to heat their employees are not accustomed to.

- The weather will be monitored daily. The supervisor will be on the lookout for heat waves, heat spikes, or temperatures to which employees haven't been exposed for several weeks or longer.
- New employees and those who have been newly assigned to a high heat area will be closely observed by the supervisor or designee for the first 14 days. The intensity of the work will be lessened during a two-week break-in

period by using procedures such as scheduling slower paced, less physically demanding work during the hot parts of the day and the heaviest work activities during the cooler parts of the day (early morning or evening). Steps taken to lessen the intensity of the workload for new employees will be documented.

The supervisor or the designee will be extra vigilant with new employees and stay alert to the presence of heat-related symptoms.

New employees will be assigned a “buddy,” or experienced coworker, so they can watch each other closely for discomfort or symptoms of heat illness.

During a heat wave, all employees will be observed closely (or maintain frequent communication via phone or radio) for possible symptoms of heat illness.

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

Procedures for Emergency Response:

When a crew is assigned to a particular worksite, the employees and the foreman will be provided a map of the site that will allow them to give clear and precise directions to the worksite (e.g., street or road names, distinguishing features and distances to major roads) to avoid a delay of emergency medical services.

Prior to assigning a crew to a worksite without an infirmary, clinic, or hospital nearby, the employer will ensure that an appropriately trained and equipped person is available at the site to render first aid, if necessary.

All foremen and supervisors will carry cell phones or other means of communication to ensure that emergency medical services can be called. Checks will be made to ensure that these electronic devices are functional prior to each shift.

When an employee shows symptom(s) of possible heat illness, emergency medical services will be called, and steps will immediately be taken to keep the stricken employee cool and comfortable to prevent the progression to more serious illness. Under no circumstances will the affected employee be left unattended.

At remote locations, such as rural farms, lots, or undeveloped areas, the supervisor will designate an employee or employees to physically go to the nearest road or highway where emergency responders can see them. If daylight is diminished, the designated employee(s) shall be given reflective vests or flashlights to direct emergency personnel to the sick employee’s location, which may not be visible from the road or highway.

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

Employees and supervisors will be trained on every detail of these written Procedures for Emergency Response.

Procedures for Handling a Sick Employee:

When an employee displays possible signs or symptoms of heat illness, a trained first aid employee or supervisor will evaluate the sick employee and determine whether resting in the shade and drinking cool water will suffice or if emergency service providers will need to be called. A sick employee will not be left alone in the shade, as they could take a turn for the worse!

Emergency service providers will be called immediately if an employee displays signs or symptoms of severe heat illness (e.g., decreased level of consciousness, staggering, vomiting, disorientation, irrational behavior, incoherent speech, convulsions, red and hot face), does not look okay, or does not get better after drinking cool water and resting in the shade. While the ambulance is in route, first aid will be initiated (i.e., cool the employee by placing the employee in the shade, removing excess layers of clothing, placing ice packs in the armpits and groin area, and fan the victim). **Do not let a sick employee leave the site, as they can get lost or die before reaching a hospital!**

Procedures for Employee and Supervisor Training:

To be effective, training must be understood by employees. Therefore, it must be given in a language and vocabulary the employees understand. Training records will be maintained and will include the date of the training, who performed the training, who attended the training, and the subject(s) covered.

Supervisors will be trained prior to being assigned to supervise other employees. Training will include this company's written procedures and the steps supervisors will follow when employees exhibit symptoms consistent with heat illness.

Supervisors will be trained on their 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.

Supervisors will be trained in appropriate first aid and/or emergency response to different types of heat illness and made aware that heat illness may progress quickly from mild signs and symptoms to a serious, life-threatening illness.

Supervisors will be trained on how to track the weather at the job site (by monitoring predicted temperature highs and periodically using a thermometer). Supervisors will be instructed on how weather information will be used to modify work schedules, increase the number of water and rest breaks, or cease work early if necessary.

All employees and supervisors will be trained prior to working outside. Training will include all aspects of implementing an effective Heat Illness Prevention Plan, including providing sufficient water, providing access to shade, high-heat procedures, emergency response procedures, and acclimatization procedures contained in the company's written plan. Employees and supervisors will also be trained on the environmental and personal risk factors of heat illness and the importance of immediately reporting signs and symptoms of heat illness.

In addition to initial training, employees will be retrained annually.

Employees will be trained on the steps for contacting emergency medical services, including how they are to proceed when there are non-English speaking employees, how clear and precise directions to the site will be provided, and the importance of making visual contact with emergency responders at the nearest road or landmark to direct them to their worksite.

When the temperature is expected to exceed 80 degrees Fahrenheit, short “tailgate” meetings will be held to review the weather report, reinforce heat illness prevention with all employees, provide reminders to drink water frequently, inform them that shade will be available, and remind them to be on the lookout for signs and symptoms of heat illness.

New employees will be assigned a “buddy,” or experienced co-worker, to ensure that they understand the training and follow company procedures.

Resources:

Heat Illness Prevention Enforcement Q&A

<https://www.dir.ca.gov/dosh/heatIllnessQA.html>

Cal/OSHA Heat Illness Prevention etool

<https://www.dir.ca.gov/dosh/etools/08-006/index.htm>

Cal/OSHA Heat Illness Prevention Website

<https://www.dir.ca.gov/dosh/heatillnessinfo.html>

Cal/OSHA Consultation Program

<https://www.dir.ca.gov/dosh/consultation.html>

Toll-free Number: 1-800-963-9424

Daily Checklist

Daily Checklist

This is a helpful guide that you may choose to use before each workday.

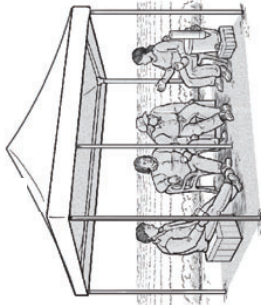
Drink water often
 Rest in the shade
 Report heat symptoms early
 Know what to do in an emergency

Checklist		<input checked="" type="checkbox"/>
Water	Is there plenty of fresh, cool drinking water located as close as possible to the workers?	
	Are water coolers refilled throughout the day?	
Shade	Is there shade available for breaks and if workers need to recover?	
Training	Do workers know the:	
	Common signs and symptoms of heat illness?	
	Proper precautions to prevent heat illness?	
	Importance of acclimatization?	
	Importance of drinking water frequently (even when they are not thirsty)?	
	Steps to take if someone is having symptoms?	
Emergencies	Does everyone know who to notify if there is an emergency?	
	Can workers explain their location if they need to call an ambulance?	
	Does everyone know who will provide first aid?	
Worker Reminders	Drink water often	
	Rest in the shade	
	Report heat symptoms early	
	Know what to do in an emergency	

Heat illness can be prevented!



Water



Shade and Rest



Training



Emergency Plan



OSHA[®] Occupational Safety and Health Administration
U.S. Department of Labor

Developed by
CAL-OSHA



If you have questions, call OSHA.
It's confidential. We can help!
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OSHA 3422-10R 2011



**WATER.
REST.
SHADE.**

The work can't get done without them.



A HEAT SAFETY FACT SHEET

Two types of heat illness:

Heat Exhaustion



Dizziness



Headache



Sweaty skin



Weakness

Heat Stroke



Red, hot, dry skin



High temperature



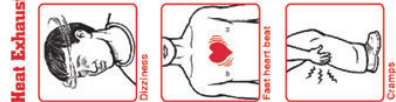
Confusion



Fainting



Convulsions



Faint heart beat



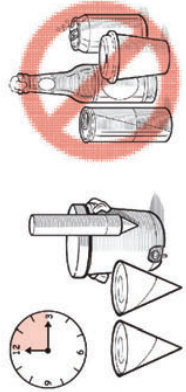
Cramps



Heat kills – get help right away!

Stay safe and healthy!

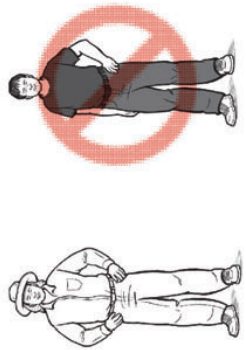
Drink water even if you aren't thirsty – every 15 minutes



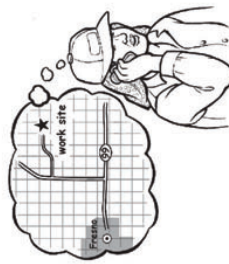
Watch out for each other



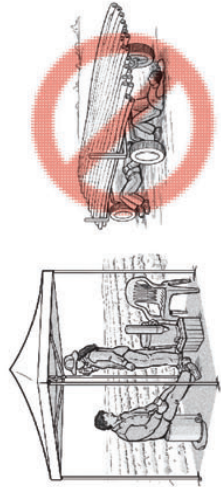
Wear a hat and light-colored clothing



Know where you are working in case you need to call 911



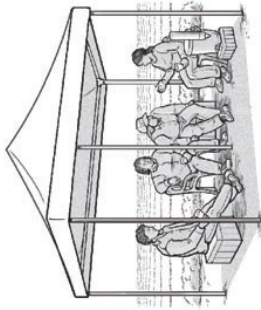
Rest in the shade



¡Se pueden prevenir las enfermedades por calor!



Agua



Sombra y descansos



Capacitación



Plan de emergencia



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Si usted tiene preguntas, llame a OSHA. Esta información es confidencial. ¡Nuestros pedimos su ayuda!

OSHA 3423-10R 2011SP

**AGUA.
SOMBRA.
DESCANSOS.**

Sin ellos no se puede trabajar.



UNA HOJA INFORMATIVA SOBRE EL CALOR

Dos tipos de enfermedades por calor:

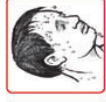
Agotamiento



Mareos



Dolor de cabeza



Mucho sudor



Náuseas y vómitos



Desmayos

Insolación



Piel colorada, caliente y seca



Temperatura alta



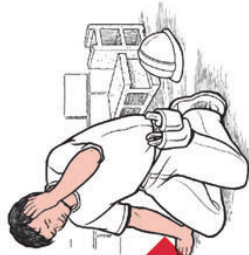
Desorientación



Convulsiones



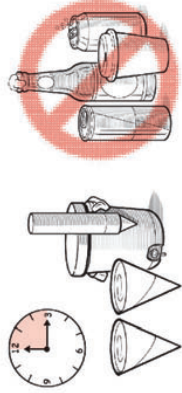
Calambres



El calor mata – ¡Consiga ayuda de inmediato!

¡Manténgase seguro y sano!

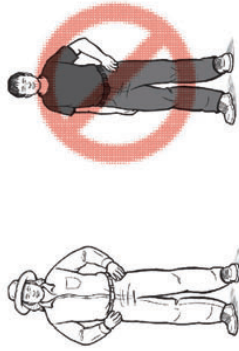
Tome agua aunque no tenga sed – *cada 15 minutos*



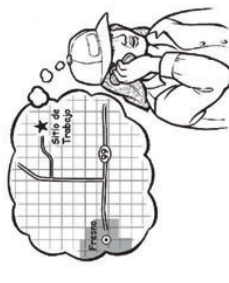
Esté pendiente de sus compañeros



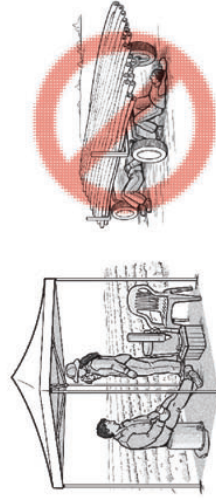
Use sombrero y ropa ligera de colores claros



Sepa dónde está trabajando por si necesita llamar al 911



Descanse en la sombra





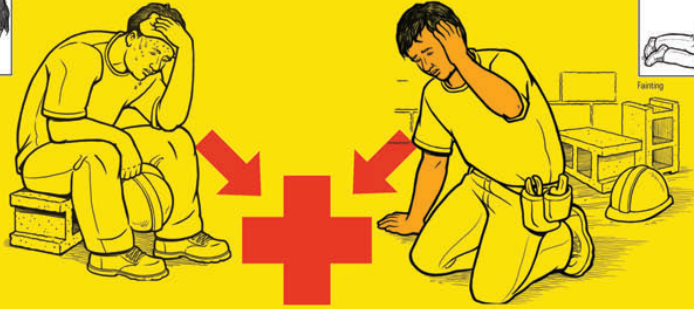
Health effects of heat

Two types of heat illness:

Heat Exhaustion



Heat Stroke



Watch out for early symptoms. You may need medical help.

1

People react differently – you may have just a few of these symptoms, or most of them.



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.

2

“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.



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.



3

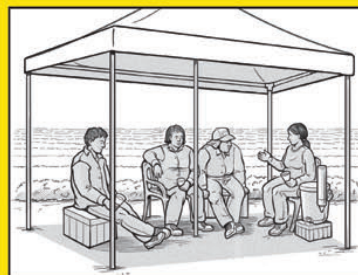


Heat illness can be prevented!

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


 Occupational Safety and Health Administration
 U.S. Department of Labor




For more information:
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OSHA 3431-04N 2011



Los efectos del calor

Dos tipos de enfermedades por calor:

Agotamiento



Mareos

Dolor de cabeza

Mucho sudor

Debilidad



Calambres



Náuseas y vómitos



Pulso rápido



Insolación



Piel colorada, caliente y seca

temperatura alta

Desorientación

Convulsiones



Desmayo



OJO con los primeros síntomas. Podrían necesitar atención médica.

Las personas reaccionan de diferentes maneras.

Podrían tener unos cuantos de estos síntomas o la mayoría de ellos.

1



¡Manténganse seguros y sanos!

AGUA. SOMBRA. DESCANSOS. Sin ellos no se puede trabajar.

Tomen agua aunque no tengan sed – cada 15 minutos.

Descansen en la sombra.

Estén pendientes de sus compañeros.

Usen sombrero y ropa ligera de colores claros.

No deben esforzarse demasiado los primeros días que trabajan en el calor.

Tienen que acostumbrarse. Tomen descansos en la sombra—por lo menos 5 minutos para refrescarse.

2



Estén listos para una emergencia

El calor mata – ¡Consigan ayuda de inmediato!



Si alguien en la cuadrilla tiene síntomas:

- 1) Avisenle a la persona en su cuadrilla que tiene un teléfono/radio para que se comunique con el supervisor – necesitan ayuda médica.
- 2) Empiecen a darle primeros auxilios hasta que llegue la ambulancia.
- 3) Muevan a la persona a la sombra para refrescarla.
- 4) Dénle agua, poco a poco, siempre y cuando no esté vomitando.
- 5) Aflojenle la ropa.
- 6) Ayúdenle a refrescarse. Usen un abanico, pónganle compresas de hielo en la ingle y las axilas, o empapen la ropa con agua fresca.

Cuando pidan ayuda médica, asegúrense de que:

3

- Estén listos para describir los síntomas.
- Sepan describir su ubicación y cómo llegar a su lugar de trabajo.



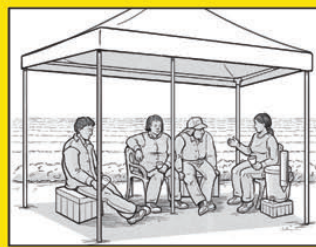
¡Se pueden prevenir las enfermedades por calor!

En nuestro lugar de trabajo, tenemos:



Agua

Tomamos precauciones adicionales durante las olas de calor o cuando aumenta el calor. Podríamos cambiar las horas de trabajo y todos necesitamos aun más agua y descansos.



Sombra para descansar y refrescarse



Capacitación y plan de emergencia

4



 Administración de Seguridad y Salud Ocupacional
 Department of Labor • Departamento de Trabajo de los EE. UU.


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**STOPPING FOR WATER
KEEPS YOU GOING.**



**WATER.
REST.
SHADE.**

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and Health Administration
U.S. Department of Labor

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The work can't get done without them.

HEAT ILLNESS CAN BE DEADLY.

Remember to:

- Drink water often, even if you aren't thirsty.
- Rest in the shade to cool down.
- Report heat symptoms early.
- Know what to do in an emergency.

Let's make heat safety part
of the job. If you have questions,
call OSHA. **It's confidential.**
We can help!



U.S. Department of Labor

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**CON AGUA
UNO RINDE MÁS.**



**AGUA.
SOMBRA.
DESCANSOS.**

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Sin ellos no se puede trabajar.

EL CALOR PUEDE MATAR.

No olvide:

- Tome agua con frecuencia - aunque no tenga sed.
- Descanse en la sombra para refrescarse.
- Ojo con los primeros síntomas - repórtelos.
- Sepa qué hacer en una emergencia.

La seguridad en el calor debe ser parte del trabajo. Si usted tiene preguntas, llame a OSHA. Ésta información es confidencial. ¡Nosotros podemos ayudar!



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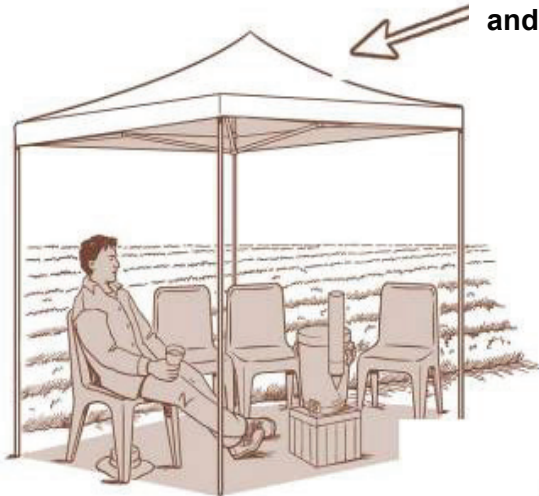
Rogelio's Story



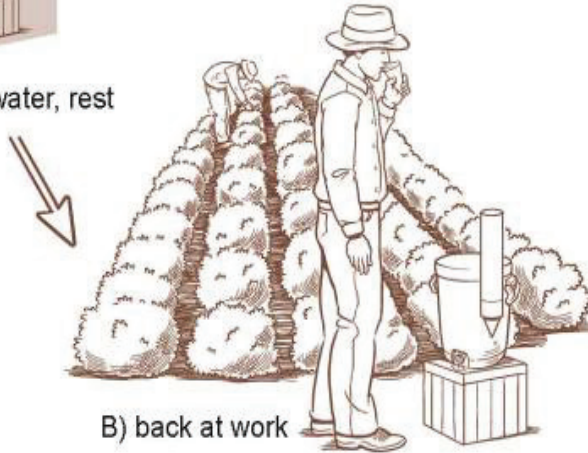
Diagram #1. Preventing Heat Illness



**Weakness, headache,
and wet skin**



A) prevention: shade, water, rest



B) back at work

Diagram #2. Health Effects of Heat



**Weakness, headache,
and wet skin**



**C) may have headache,
dizziness, or fainting,
weakness and wet skin,
irritability or confusion,
thirst, nausea, or vomiting**



**D) may be confused,
unable to think clearly,
pass out, collapse, or
have seizures (fits),
may stop sweating**

NEED MEDICAL HELP