Hayward Unified School District

Heat Illness Prevention Plan

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Definitions from Cal – OSHA standards

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 at least two hours per day in the heat.

Administrative control - a method to limit exposure to a hazard by adjustment of work procedures, practices, or schedules. Examples include, but are not limited to: acclimatizing employees, rotating employees, scheduling work earlier or later in the day, using work/rest schedules, reducing work intensity or speed, reducing work hours, changing required work clothing, and using relief workers.

Clothing that restricts heat removal - full-body clothing covering the arms, legs, and torso that is any of the following:

a. Waterproof; or
b. Designed to protect the wearer from a chemical, biological, physical, radiological, or fire hazard; or
c. Designed to protect the wearer or the work process from contamination.

EXCEPTION to subsection (b)(3): "Clothing that restricts heat removal" does not include clothing demonstrated by the employer to be all of the following:

1. Constructed only of knit or woven fibers, or otherwise an air and water vapor permeable material; and
2. Worn in lieu of the employee's street clothing; and STANDARDS PRESENTATION
3. Worn without a full-body thermal, vapor, or moisture barrier.

Cool-down area - an indoor or outdoor area that is blocked from direct sunlight and shielded from other high radiant heat sources to the extent feasible and is either open to the air or provided with ventilation or cooling A cool-down area does not include a location where:

a. Environmental risk factors defeat the purpose of allowing the body to cool; or
b. Employees are exposed to unsafe or unhealthy conditions; or
c. Employees are deterred or discouraged from accessing or using the cool-down area.

Engineering control - a method of control or a device that removes or reduces hazardous conditions or creates a barrier between the employee and the hazard. Examples include, but are not limited to: isolation of hot processes, isolation of employees from sources of heat, air conditioning, cooling fans, cooling mist fans, evaporative coolers (also called swamp coolers), natural ventilation where the outdoor temperature or heat index is lower than the indoor temperature or heat index, local exhaust ventilation, shielding from a radiant heat source, and insulation of hot surfaces.

Environmental risk factors for heat illness - working conditions that create the possibility that heat illness could occur, including air temperature, air movement, relative humidity, radiant heat from the sun and other sources; conductive heat sources such as the ground, workload severity and duration, protective clothing, and personal protective equipment worn by employees.

Globe Temperature - temperature measured by a globe thermometer, which consists of a thermometer sensor in the center of a six-inch diameter hollow copper sphere painted on the outside with a matte black finish, or equivalent. The globe thermometer may not be shielded from direct exposure to radiant heat while the globe temperature is being measured.

Heat illness - 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.

Heat index - a measure of heat stress developed by the National Weather Service (NWS) for outdoor environments that considers the dry bulb temperature and relative humidity. For the purposes of this section, heat index refers to conditions in indoor work areas. Radiant heat is not included in the heat index. The required NWS heat index chart (2019) is in Appendix A of section 3396.

Heat wave - any day in which the predicted high outdoor temperature for the day will be at least 80 degrees Fahrenheit and at least ten degrees Fahrenheit greater than the average high daily outdoor temperature for the preceding five days, for the purpose of this section only.

High radiant heat area - a work area where the globe temperature is at least five degrees Fahrenheit greater than the temperature, as defined in subsection (b)(20).

High radiant heat source - any object, surface, or other source of radiant heat that, if not shielded, would raise the globe temperature of the cool-down area five degrees Fahrenheit or greater than the dry bulb temperature of the cool-down area.

Indoor - all space between a floor and a ceiling that is bounded by walls, restricts airflow, and is enclosed along its entire perimeter by walls, doors, windows, dividers, or other physical barriers that restrict airflow, whether open or closed. All work areas that are not indoor are considered outdoor and covered by section 3395.

> EXCEPTION: Indoor does not refer to a shaded area that meets the requirements of subsection 3395(d) and is used exclusively as a source of shade for employees covered by section 3395.

Personal heat-protective equipment - equipment worn to protect the user against heat illness. Some examples are: water-cooled garments, air-cooled garments, cooling vests, wetted over-garments, heat-reflective clothing, and supplied-air personal cooling systems.

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

Preventative cool-down - A rest taken in a cool-down area to prevent overheating.

Radiant heat - heat transmitted by electromagnetic waves and not transmitted by conduction or convection. Sources of radiant heat include the sun, hot objects, hot liquids, hot surfaces, and fire.

Relative humidity - the amount of moisture in the air relative to the amount that would be present if the air were saturated.

Shade - comparative darkness and coolness caused by shelter from direct sunlight. Shade is not adequate when excess heat is still present. A car sitting in the sun does not provide acceptable shade to a person inside, unless the car is running with air conditioning allowing the body to cool. 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.

Shielding - a physical barrier between radiant heat sources and employees that reduces the transmission of radiant heat.

Temperature - the dry bulb temperature in degrees Fahrenheit obtainable by using a thermometer freely exposed to the air without considering humidity or radiant heat, to measure the temperature in the immediate area where employees are located.

Union representative - a recognized or certified collective bargaining agent representing the employees.

Program Administrator

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Heat Illness Prevention Element

Heat illness results when the body's internal temperature system is overworked. These procedures are designed to assist the district in reducing the risk of heat related illnesses and to ensure that emergency assistance is provided without delay. This plan addresses outdoor and indoor heat illness prevention.

Outdoor heat illness applies to all outdoor work areas where temperature is at least 80 degrees Fahrenheit and at least ten degrees Fahrenheit higher than the average high daily temperature in the preceding five days. Additional measures are taken when temperature equals or exceeds 95 degrees Fahrenheit.

The ideal recommended indoor temperature control is the range of 68-76° F and humidity control in the range of 20%-60%. Indoor heat illness applies to all indoor work areas where the temperature or the heat index equals or exceeds 87 degrees Fahrenheit when employees are present; OR when employees wear clothing that restricts heat removal or employees work in a high radiant heat area and the temperature equals or exceeds 82 degrees Fahrenheit.

The elements reflected within this Heat Illness Prevention Plan consist of those contained in Title 8 of the California Code of Regulations, Section 3395 (T8 CCR 3395) for outdoor workplaces and Section 3396 (T8 CCR 3396) for indoor workplaces.

Procedures for the Provision of Water

Water is a key preventive measure to minimize the risk of heat related illnesses. The District provides plumbed municipal water in all of its locations. All employees have access to potable drinking water that is fresh, pure, suitably cold and provided free of charge. The water is available through water fountains found both indoors and outdoors throughout all district facilities and locations. Water fountains are located as close as practicable to the areas where employees are working and indoor cool-down areas when responding to indoor heat prevention conditions.

For employees that work in outdoor areas where the supply of water is not plumbed or otherwise continuously supplied, water is 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. Portable coolers or portable water jugs are stocked with ice and/or water from the maintenance building and kept in maintenance vehicles throughout the workday. Water fill stations are also available to fill water bottle-type containers. The District encourages frequent drinking of water.

To ensure access to enough and to encourage frequent drinking of potable water, the following steps will be taken:

- All employees, whether working individually or in smaller crews, indoor or outdoor, will have access to drinking water.
- Supervisors will provide repeated reminders to employees to drink water frequently, especially when temperatures exceed 82 degrees Fahrenheit and more water breaks will be provided in addition to their regular breaks.
- Where water fountains are not easily accessible or out of service, the district will provide water bottles, paper cones or bags of disposable cups and the necessary cup dispensers will be made available to employees and will be kept clean until used.
    - If there are any sites or locations where water is not available for any reason, **please contact and inform any one of the Heat Illness Prevention Coordinators listed as soon as possible** so that the District Administrators are made aware of this issue and can prioritize/expedite a resolution as soon as possible.

Procedures for Access to Shade and Cool-Down Areas

Access to rest, shade, cool down areas or other cooling measures are important preventive steps to minimize the risk of heat related illnesses. Shade shall be present when the outside temperature equals or exceeds 80 degrees Fahrenheit in the outdoor work area. Indoor cool-down areas are to be always provided while employees are present. Temperature in the indoor cool-down area will be maintained at less than 82 degrees Fahrenheit. The District will use analog thermometers, digital thermometers, and/or infrared thermometers to confirm the indoor room temperatures.

Shade structures and cool-down areas are located as close as practicable to areas where employees are working. These areas also accommodate access to employees with ADA restrictions. Many of the District facilities have access to Heating, Ventilation, and Air Conditioning (HVAC) units indoor which will ensure the temperature does not rise above 82 degrees Fahrenheit indoors. In locations that do not have site wide access to Heating, Ventilation, and Air Conditioning (HVAC) units indoors, employees will have access to staff break rooms as the location of the shade and cool-down areas on a site map. Employees are encouraged to routinely perform visual inspections of the shaded or cool-down area they use, and **contact and inform any one of the Heat Illness Prevention Coordinators listed as soon as possible** if there are any issues with the shaded or cool-down area so that the District Administrators are made aware of this issue and can prioritize/expedite a resolution as soon as possible.

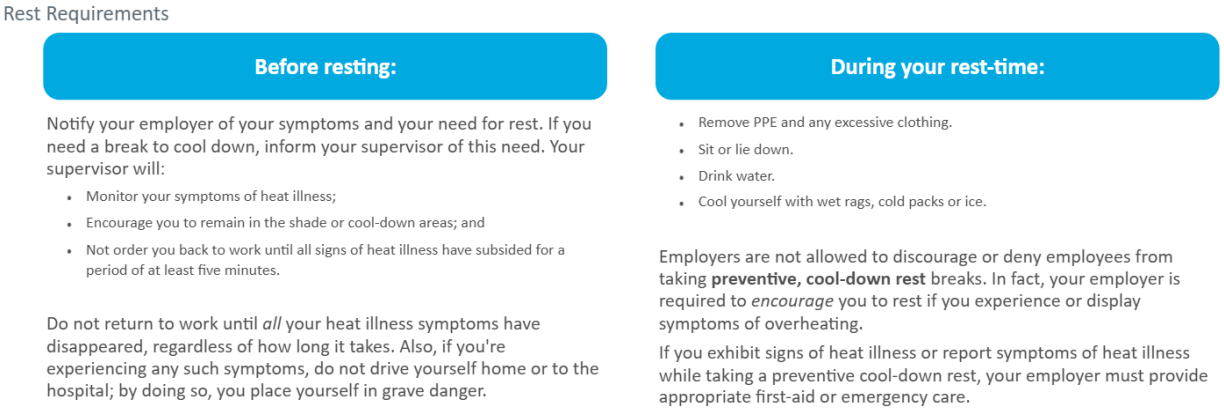
While employees are working outdoors, shaded and cool-down areas in addition to the designated established locations, can be acceptable so much that they meet CAL OSHA's definition, are found more suitable due to changes in the atmosphere and are not in direct exposure to sunlight. Outdoor working employees working in the vicinity of outdoor shaded structures at school sites that they are servicing are welcomed to use the shade when needed. Furthermore, employees working outdoors are encouraged to use District vehicles with functioning Air Conditioning systems as temporary cool-down and shaded areas as long as the air conditioner is on, the vehicle is parked in a manner that can support a person from direct sunlight, or in the event of a presumed increasing heat illness emergency.

Employees suffering from heat illness or believing a preventative recovery period is needed shall be provided access to a shaded or cool-down area that is either open to the air or provided with ventilation or cooling for a period of no less than five minutes. Such access to shade or cool-down area shall be always permitted.

An individual employee who takes a preventative cool-down rest shall be monitored and asked if he or she is experiencing symptoms of heat illness; shall be encouraged to remain in the shade/cool-down area; and shall not be ordered back to work until any signs or symptoms of heat illness have abated. If the employee exhibits signs or reports symptoms of heat illness while taking a preventative cool-down rest, the supervisor shall provide appropriate first aid, including contacting the SIA Early Intervention Nurse at 1-877-742-3467, or emergency response.

To always ensure access to shade and/or cool-down areas and a preventative recovery period at, the following steps will be taken:

- During days of anticipated heat, jobs requiring outside exposure will be conducted early in the day. When a modified or shorter work-shift is not possible, more water and rest breaks (no less than 5 minutes) will be provided.
- Indoor jobs where air conditioning is available will be conducted in the late morning or afternoon when the temperatures are higher.
- Employees will be reminded regularly to take preventative rest breaks in shaded and cool-down areas.
- Before taking cooling rest breaks if an employee experiences any symptoms of heat illness, the employee should notify their supervisor of their need to rest. The Supervisor will then be able to monitor the employee's symptoms of heat illness, encourage employee to remain in the shade or cool-down area, and will not order the employee back to work until all signs of heat illness have subsided for a period of at least 5 minutes. During this cooling rest break, the employee is encouraged to remove any PPE or excessive clothing, sit or lie down, drink water, and cool themselves with wet rags, cold racks, or ice.



Procedures for Monitoring the Weather for Outdoor Places of Employment

Prior to each workday, the forecasted temperature and humidity for the worksite will be reviewed and will be compared against the National Weather Service Heat Index to evaluate the risk level for heat illness. Determination will be made about whether employees will be exposed to a temperature and humidity characterized as either “extreme caution” or “extreme danger” for heat illnesses. It is important to note that the temperature at which these warnings occur must be lowered as much as 15 degrees if the employees are working in direct sunlight. Additional steps, such as those listed below, will be taken to address these hazards.

Prior to each workday, the supervisor will monitor the weather (using analog thermometers, digital thermometers, infrared thermometers, or using https://www.weather.gov/) at the worksite. The weather can also be found on our District’s Air Quality Heat Preparedness webpage.

A thermometer will be used at the job site to monitor for a sudden increase in temperature and to ensure that once the temperature exceeds 80 degrees Fahrenheit, shade structures will be opened and made available to the employees. In addition, when the temperature equals or exceeds 95 degrees Fahrenheit, additional preventive measures, such as high-heat procedures, will be implemented.

Supervisors will stay alert to weather – and make sure to monitor the weather and the specific locations where work activities are occurring by using various resources to verify the most accurate weather temperature (thermometer, media, weather app, online, etc). Employees will continue to stay updated throughout the work shift on the changing air temperatures and other environmental factors. Supervisors will use current weather information to make the appropriate adjustments in work activities throughout the workday and will prepare resources ahead of the event if it is presumed that the temperature will be exceeding 95 degrees Fahrenheit outdoors.

Temperature Assessment and Control Measures for Indoor Places of Employment

Where the temperature or the heat index equals or exceeds 87 degrees Fahrenheit when employees are present; OR when employees wear clothing that restricts heat removal or employees work in a high radiant heat area and the temperature equals or exceeds 82 degrees Fahrenheit - designated supervisors will measure the temperature and heat index and record whichever is greater on a Temperature Log (see Appendix A Temperature Log Form). Instruments used to measure the heat index shall utilize the National Weather Service (NWS) heat index chart (see Appendix B- Relative Heat). The supervisor will also identify and evaluate all other environmental risk factors for heat illness.

Accurate records of either the temperature or heat index measurements, whichever is greater will be established and maintained. Records shall include date, time and specific location of all measurements. Temperature and heat index measurements shall be taken as follows:

- Initial measurements shall be taken when it is reasonable to suspect that temperatures/heat index will exceed 82 degrees Fahrenheit where employees work and when during the work shift the exposures are expected to be the greatest;
- Measurements shall be taken again when they are reasonably expected to be 10 degrees or more above the previous measurements where employees work and at times during the work shift when employee exposures are expected to be the greatest.

Records shall be retained for 12 months or until the next measurements are taken, whichever is later. Records are available to employees, designated representatives, representatives of the Division and upon request.

The District encourages effective procedures to obtain the active involvement of employees and their union representatives in:

- Planning, conducting, and recording the measurements of temperature or heat index, whichever is greater;
- Identifying and evaluating all other environmental risk factors for heat illness.

The district shall use control measures to minimize the risk of heat illness. The selection of control measures shall be based on the environmental risk factors for heat illness present in the work area.

- Engineering controls are methods of control or a device that removes or reduces hazardous conditions or creates a barrier between the employee and the hazard. Engineering controls shall be used to reduce and maintain both the temperature and heat index as defined for application of this section, except to the extent that the district demonstrates such controls are infeasible.
    - Increase natural ventilation, such as open windows and doors when the outdoor temperature or heat index is lower than the indoor temperature and heat index.
    - Use of cooling fans or air conditioning
    - Use of reflective shields to block radiant heat.
    -

- Administrative controls are methods to limit exposure to a hazard by adjustment of work procedures, practices, or schedules. Where feasible engineering controls are not sufficient to reduce and maintain the temperature and heat index as defined for application of this section, administrative controls shall be used to minimize the risk of heat illness, except to the extent that the district demonstrates such controls are infeasible.
    - Modify work schedules and activities to times of the day when the temperature is cooler or schedule shorter shifts.
    - Rotate job functions among employees to help minimize exertion and heat exposure. If employees must be in proximity to heat sources, mark the area clearly, so they are aware of the hazards.
    - Encourage temporary relocation of workspaces to alternative areas where there is a lower risk of heat illness.

- Personal heat-protective equipment is equipment worn to protect the user against heat illness. Where feasible administrative controls are not sufficient to reduce and maintain the temperature and heat index as defined for application of this section, personal heat-protective equipment shall be used to minimize the risk of heat illness, except to the extent that the district demonstrates such controls are infeasible.
    - Water and/or air-cooled garments, cooling vests, jackets, and neck wraps. The cooling source can be reusable ice packs or cooled air connected to an external source.
    - Supplied air personal cooling systems.

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. Once a “heat wave” is identified, the District’s communication officer will send out communications reminding supervisors and staff of best practices to consider for mitigating and responding to heat illness in the workplace.

- Pre-shift meetings will be conducted to review high-heat procedures. Topics may include staying hydrated, taking cool-down rests, identifying the employees who will call for emergency medical services when needed, and discussing how employees will be observed.
- Co-workers will use a “buddy system” to watch each other closely for discomfort or symptoms of heat illness and to ensure that emergency procedures are initiated when someone displays possible signs or symptoms of heat illness.
- Changing work scheduling and assignments – supervisors may need to put into place one or more of the following additional measures:
    - Start the work shift even earlier in the day or later in the evening.
    - Cut work shifts short or stop work altogether.
    - Reduce the severity of work by 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.
- Employees shall support this plan by monitoring their own personal factors for heat-related illness including consumption of water or other acceptable beverages to ensure hydration and taking cool-down breaks in the shade.

Where no effective engineering controls are in use to control the effect of outdoor heat on indoor temperature, all employees will be closely observed by a supervisor or designee during a heat wave. Heat Illness Prevention Coordinators will review to ensure Provision of Water access and procedures for Access to Shade and Cool-Down Areas are in place and ensure Procedures for Handling a Heat Wave are being followed.

High-Heat Procedures

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

- Frequent communication will be maintained with employees working by themselves or in smaller groups (via phone or two-way radio), to be on the lookout for possible symptoms of heat illness. The employee(s) and supervisor(s) will be in contact regularly and as frequently as possible throughout the day since an employee in distress may not be able to summon help on their own.
- Maintenance employees inevitably working outdoors shall work through a “buddy system”.
- 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 (see Emergency Response Procedures).
- Extra vigilance – real time communication and the “buddy system” account for the whereabouts of employees at more frequent intervals throughout the work shift and at the end of the work shift.
- Employees are authorized to call for emergency services if needed.
- Employees will be reminded constantly throughout the work shift to drink plenty of water and take preventative cool-down rest breaks when needed.
- Additional water consumption – encourage employees to drink small quantities of water more frequently and have effective replenishment measures in place for the provision of extra drinking water to ensure that supplies are reliable.
- Additional cooling measures – employees may use alternative cooling measures in addition to shade (i.e. air-conditioned rooms, misters, spraying themselves with water, cooled towels)
- Additional and/or longer rest breaks – employees may be allowed to take more frequent and longer breaks.

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. This includes employees who have been newly assigned to any indoor areas where the temperature or the heat index equals or exceeds 87 degrees Fahrenheit when employees are present; OR when employees wear clothing that restricts heat removal, or employees work in a high radiant heat area and the temperature equals or exceeds 82 degrees Fahrenheit.

To ensure that employees can acclimatize to the conditions, the following steps will be taken:

Employees are encouraged to take it easy when a heat wave strikes or when starting a job that newly exposes them to heat.

- 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).
- The supervisor or the designee will be extra vigilant with new employees and stay alert to the presence of heat-related symptoms.
- 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 in the importance of acclimatization, how it is developed, and how the district procedures address it.
- Supervisors will strive to find alternative tasks that lessen the intensity of employee's work during the heatwave and during the 2-week break-in period of new employees.

Worker Type	Day 1	Day 2	Day 3	Day 4	Day 5
New workers or workers returning from a prolonged absence	No more than 20% exposure to the workload in the heat	No more than 40% exposure	No more than 60% exposure	No more than 80% exposure	100% exposure
Workers with previous experience on the job	No more than 50% exposure to the workload in the heat	No more than 60% exposure	No more than 80% exposure	No more than 100% exposure	

Procedures for Emergency Response

Emergency medical services will be provided as quickly as possible if an employee suffers from heat illness. Employees and Supervisors are able to communicate effectively by voice, observation, and electronic means (email, chat, and radio communications) so employees at the worksite 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. Supervisors will respond to signs and symptoms of possible heat illness, including but not limited to first aid measures and how emergency medical services will be provided.

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. 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 supervisor must implement emergency response procedures.

An employee with signs or symptoms of heat illness will not be left alone or sent home without being offered first aid or provided with medical services. If employees cannot reach emergency medical services directly (i.e. cell phone coverage is inadequate), the supervisor shall designate a person who can immediately contact emergency services on behalf of the employees. If necessary, the employee will be transported to a place where they can be reached by an emergency responder.

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

- Supervisors and co-workers are encouraged never to discount any signs or symptoms they are observing or experiencing and will immediately report them.
- Supervisors will carry cell phones, radios, 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.
- In the event of an emergency, the supervisor or lead will call 911 and give clear and precise directions to the work site.
- Employees may contact emergency services (911) directly and are not required to contact a supervisor first.
- 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.
- 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.

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/or cool-down areas 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 and/or cool-down areas as they could take a turn for the worse!

To ensure that a sick employee is addressed without delay, the following steps will be taken:

- When an employee displays possible signs or symptoms of heat illness and no trained first aid employee or supervisor is available at the site, emergency service providers will be called.
- 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 and/or cool-down areas.

Heat related Illnesses as defined by OSHA is generally not instantaneous and occurs some time (hours or days) after the initial exposure to an occupational hazard. For example, an instantaneous reaction such as a burn after touching a hot surface is considered an injury; whereas a delayed reaction to a hot environment such as heat exhaustion that occurs hours after the initial exposure is considered an illness.

Heat collapse is a condition where the brain does not receive enough oxygen because blood pools in the extremities, resulting in a loss of consciousness (fainting or syncope). This reaction is similar to that of heat exhaustion and does not affect the body's heat balance. However, the onset of heat collapse is rapid and unpredictable. Heat syncope is a fainting episode or dizziness that usually occurs with prolonged standing or sudden rising from a sitting or lying position. Factors that may contribute to heat syncope include dehydration and lack of acclimatization. Workers who exhibit signs of heat syncope will be instructed by a supervisor or co-workers to:

- Sit or lie down in a cool place when they begin to feel symptoms.
- Slowly drink water, clear juice, or a sports beverage.

Heat cramps are usually caused by performing hard physical labor in a hot environment. These cramps have been attributed to an electrolyte imbalance caused by sweating. Cramps can be caused by both too much and too little salt. Cramps appear to be caused by the lack of water replenishment. Because sweat is a hypotonic solution (±0.3% sodium chloride), excess salt can build up in the body if the water lost through sweating is not replaced. Thirst cannot be relied on as a guide to the need for water; instead, water must be taken every 15 to 20 minutes in hot environments. Under extreme conditions, such as working for 6 to 8 hours in heavy protective gear, a loss of sodium may occur. Recent studies have shown that drinking commercially available carbohydrate-electrolyte replacement liquids is effective in minimizing physiological disturbances during recovery. Workers with heat cramps should:

- Stop all activity, and sit in a cool place.
- Drink clear juice or a sports beverage.
- Not return to strenuous work for a few hours after the cramps subside, because further exertion may lead to heat exhaustion or heat stroke.
- Seek medical attention if the worker has heart problems, the worker is on a low-sodium diet, or the cramps do not subside within one hour.

Heat exhaustion is a condition with symptoms of headache, nausea, vertigo, weakness, thirst, and giddiness. Fainting associated with heat exhaustion can be dangerous because the victim may be operating machinery or controlling an operation that should not be left unattended; moreover, the victim may be injured when he or she faints. Also, the signs and symptoms seen in heat exhaustion are similar to those of heat stroke, a medical emergency. A worker suffering from heat exhaustion should:

- Rest in a cool, shaded, or air-conditioned area.
- Drink plenty of water or other cool, nonalcoholic beverages.
- Take a cool shower, bath, or sponge bath.

Workers suffering from heat exhaustion will be removed from the hot environment and given fluid replacement. They will also be encouraged to get adequate rest.

Heat fatigue is a temporary state of discomfort and mental or psychological strain arising from prolonged heat exposure. It is generally caused by fluid loss. Workers unaccustomed to the heat are particularly susceptible and can suffer, to varying degrees, a decline in task performance, coordination, alertness, and vigilance. There is no treatment for heat fatigue except to remove the heat stress before a more serious heat-related condition develops. The severity of transient heat fatigue will be lessened by a period of gradual adjustment to the hot environment (heat acclimatization).

Heat rash is “prickly” heat manifested as red papules (i.e., small, inflammatory, irritated spots on skin) and usually appears in areas where the clothing is restrictive. It is the most common problem in hot work environments. As sweating increases, these papules give rise to a prickling sensation. Prickly heat occurs on skin that is persistently wetted by unevaporated sweat, and heat rash papules may become infected if they are not treated. In most cases, heat rashes will disappear when the affected individual returns to a cool environment. Workers experiencing heat rash will be treated according to the following procedures:

- Directed to work in a cooler, less humid environment when possible.
- Keep the affected area dry.
- Use dusting powder to help increase comfort.

Heat stroke is a condition when the body’s system of temperature regulation fails and body temperature rises to critical levels. This condition is caused by a combination of highly variable factors, and its occurrence is difficult to predict. Heat stroke is a medical emergency. The primary signs and symptoms of

heat stroke are confusion, irrational behavior, loss of consciousness, convulsions, a lack of sweating (usually), hot and dry skin, and an abnormally high body temperature (e.g., a rectal temperature of 41°C (105.8°F)). If the body temperature is too high, it causes death. The elevated metabolic temperatures caused by a combination of work load and environmental heat load, both of which contribute to heat stroke, are also highly variable and difficult to predict. If a worker shows signs of possible heat stroke, professional medical treatment will be obtained immediately. The supervisor or co-workers will take the following steps to treat a worker with heat stroke:

- Call 911 and notify the supervisor.
- Move the sick worker to a cool, shaded area.
- Cool the worker using methods such as soaking his or her clothes with cooled water, spraying, sponging, and fanning his or her body.

The worker should be placed in a shady area and the outer clothing should be removed. The worker's skin should be wetted and air movement around the worker should be increased to improve evaporative cooling until professional methods of cooling are initiated and the seriousness of the condition can be assessed. Fluids should be replaced as soon as possible. The medical outcome of an episode of heat stroke depends on the victim's physical fitness and the timing and effectiveness of first-aid treatment. Regardless of the worker's protests, no employee suspected of being ill from heat stroke should be sent home or left unattended unless a physician has specifically approved such an order.

Heat Stress Preventive Work Practices

Work practices will be implemented to reduce the risk of elevating an employee's core body temperature. Heat stress prevention practices that may be implemented individually or in combination include:

- Employee work and rest intervals
- Continual personal monitoring of physiological signs of heat stress
- Provide cool liquids
- Establish and implement acclimatization schedules
- Use warm-weather cooling garments
- Reduce the physical demands of work, e.g., excessive lifting or digging with heavy objects
- Provide recovery areas such as air-conditioned enclosures and rooms
- Use shifts such as early morning, cool part of the day, or night work
- Use intermittent rest periods with water breaks
- Use relief workers
- Use worker pacing
- Assign extra workers and limit worker occupancy, or the number of workers present, especially in confined or enclosed spaces
- Schedule work in hot conditions for the cooler part of the day
- Schedule routine maintenance and repair work in hot areas for the cooler seasons of the year.

Procedures for Employee and Supervisor Training

Each employee will be required to complete an online training provided via Public School Works. Specifically, employees will take course number M-105o titled Heat Illness Awareness– California and course no. M-579 titled Heat-Illness Prevention. Training records will be maintained and will include the date the training was completed by each individual employee.

Additional online training for Supervisors will be provided via Public School Works. Specifically, supervisors will take course number M-1051 titled Heat Illness Prevention Training for Supervisors – California. Training records will be maintained and will include the date the training was completed by each individual supervisor.

To report any concerns regarding our district's heat illness plan contact: Lisa Cote at 510-784-2600 Ext. 72680 or via email lcote@husd.k12.ca.us.

Additional Resources Available online

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

https://www.cde.ca.gov/ls/ep/extremeheat.asp

https://www.osha.gov/heat-exposure/protecting-new-workers

https://videobookcase.org/cal-osha/2024-04-24/

https://www.osha.gov/heat-exposure/hazards

https://www.osha.gov/heat-exposure/controls

https://www.osha.gov/heat-exposure/water-rest-shade

Appendix A- Temperature Log

This Log is intended for monitoring and record keeping of the indoor temperatures or heat index throughout the workplace. The temperature or heat index is recorded by designated HUSD staff members.

Records of the temperature or heat index measurements, whichever value is greater, will be retained for 1 year or until the next measurements are taken, whichever is later, and made available at the main office to workers or designated representatives upon request.

Initial temperature or heat index measurements shall be taken where workers work and at times during the work shift when worker exposures are expected to be the greatest and when it is suspected to equal or exceed 82 degrees Fahrenheit. Measurements will be taken again when they are reasonably expected to be 10 degrees Fahrenheit or more above the previous measurements where workers work and at times during the work shift when worker exposures are expected to be the greatest.

Name	Date	Time	Temperature in Fahrenheit	Location

Appendix B- Relative Heat

STANDARDS PRESENTATION Page 13 of 14

TO

CALIFORNIA OCCUPATIONAL SAFETY AND HEALTH STANDARDS BOARD

TITLE 8, DIVISION 1, CHAPTER 4

Add new Appendix A to new Section 3396 to read:

Appendix A to Section 3396. National Weather Service Heat Index Chart (2019).

Relative Humidity%

Temperature °F	5	10	15	20	25	30	35	40	45	50	55	60	65	70	75	80	85	90	95	100
81	78	79	79	79	79	80	80	81	81	82	82	83	84	85	86	86	87	88	90	91
82	79	79	80	80	80	80	81	81	82	83	84	84	85	88	88	89	90	91	93	95
83	79	80	80	81	81	81	82	82	83	84	85	86	87	90	90	91	93	95	97	99
84	80	81	81	81	82	82	83	83	84	85	86	88	89	92	93	94	96	98	100	103
85	81	81	82	82	82	83	84	84	85	86	88	89	91	95	96	97	99	102	104	107
86	81	82	83	83	83	84	85	85	87	88	89	91	93	95	97	100	102	105	108	112
87	82	83	83	84	84	85	86	87	88	89	91	93	95	98	100	103	106	109	113	116
88	83	84	84	85	85	86	87	88	89	91	93	95	98	100	103	106	110	113	117	121
89	84	84	85	85	86	87	88	89	91	93	95	97	100	103	106	110	113	117	122	
90	84	85	86	86	87	88	89	91	93	95	97	100	103	106	109	113	117	122	127	
91	85	86	87	87	88	89	90	92	94	97	99	102	105	109	113	117	122	126	132	
92	86	87	88	88	89	90	92	94	96	99	101	105	108	112	116	121	126	131		
93	87	88	89	89	90	92	93	95	98	101	104	107	111	116	120	125	130	136		
94	87	89	90	90	91	93	95	97	100	103	106	110	114	119	124	129	135	141		
95	88	89	91	91	93	94	96	99	102	105	109	113	118	123	128	131	140			
96	89	90	92	93	94	96	98	101	104	108	112	116	121	126	132	138	145			
97	90	91	93	94	95	97	100	103	106	110	114	119	125	130	136	143	150			
98	91	92	94	95	97	99	102	105	109	113	117	123	128	134	141	148				
99	92	93	95	96	98	101	104	107	111	115	120	126	132	138	145	153				
100	93	94	96	97	100	102	106	109	114	118	124	129	136	143	150	158				
101	93	95	97	99	101	104	108	112	116	121	127	133	140	147	155					
102	94	96	98	100	103	106	110	114	119	124	130	137	144	152	160					
103	95	97	99	101	104	108	112	116	122	127	134	141	148	157	165					

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