



## **Heat Illness Prevention Plan**

### 1. INTRODUCTION

Oregon Occupational Safety and Health Administration (OSHA) has implemented rule [OAR 437-002-0156](#) to address employee exposure to high ambient temperatures. The rules are designed to reduce the risk of employees developing a heat related illness from workplace exposures to excessive heat.

### 2. SCOPE

This program applies to university employees performing work activities, whether in indoor or outdoor environments, where the heat index (apparent temperature) equals or exceeds 80° F.

### 3. EXEMPTIONS

The following employees are exempt from the requirements:

1. Employees who have incidental heat exposure, defined as less than 15 minutes per hour.
2. Employees whose heat exposure is from heat generated from the work process.
3. Employees conducting emergency operations.
4. Employees working in buildings and structures that have a mechanical ventilation system that keeps the heat index in the building below 80° F.

### 4. PARTIAL EXEMPTIONS

The following employees are partially exempt from the requirements:

1. Employees whose work is defined as ‘rest’ or ‘light’ work are not subject to these rules *until the heat index reaches 90° F*.
  - a. ‘Rest’ work is defined as work that is primarily sitting and thinking.
  - b. ‘Light’ work is defined as work that involves sitting with minimal hand/arm work, writing, driving, intermittent walking, stooping, crouching, kneeling, or standing watch.
2. Employees working from home are required to receive annual Heat Illness Prevention training.

### 5. RESPONSIBILITIES

#### a. Departments

Departments are responsible for:

1. Carrying out the responsibilities in accordance with this written program.
2. Verify that the department is prepared to fulfill the routine and high heat practices as specified in section 6. PROCEDURES below, prior to when ambient temperatures are anticipated to reach 80°F.
3. Ensuring that department employees who are subject to these requirements receive training annually, before ambient temperatures are anticipated to reach 80° F.



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### b. Supervisors

Supervisors are responsible for:

1. Ensuring that employees are trained annually in Heat Illness Prevention, before ambient temperatures are anticipated to reach 80°F.
2. Implementing acclimatization plans for employees before ambient temperatures rise to a level that could result in heat related illness.
3. Monitoring heat index in real time to implement high heat practices when required. Monitoring must be done by an approved method such as OSHA-NIOSH Heat Safety Tool
4. Adjusting work rest schedules to account for the effect of PPE, work clothing, relative humidity, and intensity of the work being performed on their employees.
5. Ensuring that all employees know how to activate emergency services, as outlined in section 8. EMERGENCY MEDICAL PLAN.

### c. Employees

Employees are responsible for:

1. Taking annual heat illness prevention training.
2. Communicating with supervisors regarding workplace health and safety questions or concerns.
3. Monitoring themselves and colleagues for signs and symptoms of heat related illnesses.
4. Understanding how to activate emergency services, as outlined in section 8. EMERGENCY MEDICAL PLAN.

### d. Environmental Health and Safety

Environmental Health and Safety (EHS) Department is responsible for:

1. Writing and maintaining the Heat Illness Prevention Plan.
2. Providing annual training to university employees via in-person sessions and online through the learning management system (MyTrack).
3. Monitoring heat index in buildings not equipped with temperature control, when high heat practices are implemented and upon request.
4. Consulting with campus partners upon request to provide heat index monitoring and to develop safety plans to for specific tasks to reduce the risk of heat related illnesses.

## 6. PROCEDURES

### a. Routine Practices

The following practices will be in place when non-exempt employees work in an environment that has a heat index that is between 80° F and 89° F.

1. Employees will have access to shade that is close to the work area and large enough to accommodate everyone.



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- 2. Employees will have access to cool or cold water (below 77°F). Enough water will be available for each employee to have 32 ounces per hour.
- 3. Employees will have ample opportunity to drink water.

b. High Heat Practices

The following practices will be in place when non-exempt employees work in an environment that has a heat index over 90° F.

- 1. Supervisors will ensure that effective communications methods are in place for affected employees, which may include any of the following methods:
  - a. In person
  - b. By phone
  - c. By radio
  - d. Using the ‘buddy system’ where employees work in pairs
- 2. Supervisors and employees will have the ability to access emergency medical services.
- 3. Supervisors will implement the work/rest schedule, defined in section 7. WORK/REST SCHEDULE below.
- 4. EHS employees will monitor temperature/heat index in buildings that are not equipped with temperature controls.

7. WORK/REST SCHEDULE

The following work/rest schedule will be implemented when high heat practices are in place:

Heat Index (°F)	Rest Break Duration and Intervals
90 or greater	10 minutes, every 2 hours
100 or greater	15 minutes, every hour

Supervisors will adjust the work/rest schedule to account for:

- 1. Effect of personal protective equipment (PPE)
- 2. Effect of work clothing
- 3. The relative humidity
- 4. The intensity of the work being performed

8. EMERGENCY MEDICAL PLAN

All employees are empowered to activate the emergency medical plan in a known or suspected heat emergency.

- 1. Activate emergency services by calling 911
- 2. Provide first aid to ill employee
- 3. Call UOPD after calling 911
- 4. After the employee receives medical care from responders, within 24 hours of the incident, report the injury to UO Risk Management by submitting a Workplace Injury Report, available in [English](#) or [Spanish](#).



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### 9. ACCLIMATIZATION PLAN

Supervisors are responsible for the acclimatization of current and new employees, by creating a plan which can include any combination of the following:

1. Gradually increasing employee exposure to hot environments.
2. Changing work schedules to avoid the hottest part of the day.
3. Modifying work tasks to be in shaded areas during the hottest part of the day.
4. Modifying work tasks so less physically active tasks occur during the hottest part of the day.
5. Consider the use of cooled garments such as a cooling vest or cooling neck band.
6. Employees who have been away from work for over 7 days may need to reacclimate.
7. New employees will be limited to conducting only 20% of the work in the hot environment when they begin work. This percentage will increase, by no more than 20%, daily until the employee is acclimated.

### 10. TRAINING

All employees who are not exempt from these regulations will receive training annually, before ambient temperatures are anticipated to reach 80°F. Training will include:

1. Rules/work practices
2. How to track current heat index
3. Prevention methods
4. Signs and symptoms of primary heat related illnesses (heat rash, heat cramps, heat exhaustion, and heat stroke).
5. First aid measures for heat related illnesses
6. Benefits of acclimatization
7. How to activate emergency medical resources
8. Resources for additional support

### 11. DOCUMENTATION

Original Preparation Date: 06/20/23

Latest Revision Date: 06/29/23

Latest Revision Number: N/A



## **Heat Illness Prevention Plan – Appendix A - Definitions**

### **DEFINITIONS**

This appendix identifies and defines various terms within the context of the University of Oregon Heat Illness Prevention Program.

1. “*Acclimatization*” – the process of adapting the body to the new climate or conditions by slowly increasing exposure to heat over a period of time. Peak acclimatization, for most people, is within four to fourteen days of regular work for at least two hours per day in the heat.
2. “*Apparent Temperature*” – what the temperature feels like to the human body when relative humidity is combined with the air temperature. Also known as ‘heat index.’
3. “*Heat Illness*” – medical conditions resulting from the body’s inability to cope with a particular heat load. Examples of heat illness include minor conditions such as heat rash and heat cramps and serious conditions including heat exhaustion, heat syncope, and heat stroke.
4. “*Heat Index*” – a combination of the ambient temperature with the relative humidity. It is sometimes referred to as the “apparent temperature”.
5. “*High Heat Practices*” – a series of responsibilities that are required when the heat index reaches 90° F. High heat practices include effective communications for affected employees, ability to access emergency medical services, the ability to determine heat index in buildings without temperature control, and implementation of work/rest schedule.
6. “*Light Work*” – work that consists of primarily sitting and thinking.
7. “*Rest Work*” – work that consists of sitting with minimal hand/arm work, writing, driving, and intermittent walking, stooping, crouching, kneeling, or standing.
8. “*Routine Practices*” – a series of responsibilities that are required when the heat index reaches 80° F. Routine practices include ensuring that employees who are a part of the program have access to shade that is close to the work area and large enough to accommodate everyone, that there is access to cool or cold water (below 77° F), with ample opportunity to drink, and enough for 32 ounces per employee, per hour.
9. “*OSHA-NIOSH Heat Safety Tool*” –a free smart phone application, compatible with Apple and Android products, used for monitoring heat index in real time. The app also has information on the signs and symptoms of heat illnesses in addition to first aid measures. The link to download the Heat Safety Tool can be found [HERE](#), or by going to <https://www.osha.gov/heat/heat-app>.