

Heat Illness Prevention Plan – Form 1: Department Heat Illness Prevention Plan

The following is an example of a department work plan preventing heat illnesses:

PCC Location (Campus / Center): _____

Division / Department: _____

Required Plan Elements: 80-90°F

-Shade -Water -Training

Required Plan Elements: 90°F+

-Communication -Observation & Monitoring
-Employee Designation -Rest Break Schedule

Shade – Describe how employees will be provided with sufficient space to rest in a shaded area or cool climate-controlled area and where affected employees may cool off and recover when signs of heat-related illness are recognized:

Location: _____ Natural _____ Artificial _____

Distance from Work Site: _____

Water – Describe how sufficient amounts of cool, potable water in work areas will be provided and how employees will be provided with frequent opportunities and encouragement to stay hydrated:

Initial Allotment: Quantity: _____ Container Type: _____

Replenishment: Quantity: _____ Frequency: _____

By Whom: _____

How will temperature be maintained: _____

Employees will drink from: _____

Rest Break Schedule – Use this space to identify your department’s rest break schedule and provide the necessary details in accordance with your selection on a separate page:

Circle one:

- a. Manager-designated heat illness prevention rest break schedule
- b. Simplified heat illness prevention rest break schedule
- c. NIOSH work rest schedule

Reference *Appendix G: Department Work/Rest Schedule*

Emergency Medical Plan Procedures – Public Safety maintains the District Emergency Medical Plan which includes the elements shown below. Use the spaces below to add more detail or for unique circumstances:

-Actions When Signs of Heat Illness Are Observed: _____

-Actions When Indicators of Severe Heat Illness Observed: _____

-How Will Employee Be Monitored/Evaluated: _____

How Will Emergency Medical Services be Contacted: _____

How Will Clear and Concise Directions be Provided to the Location: _____

Acclimatization Plan - Note your option for an acclimatization plan and attach a copy of your department's written acclimatization plan:

Check one:

Employer-designated acclimatization plan

NIOSH acclimatization plan

Training - Department managers must develop and deliver annual department level training for their affected employees prior to having them work in the heat. Department level training records should remain in the department.

SPECIMEN