

# Preventing Outdoor Heat Illness

## Information for Department Heads / Supervisors

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### Prepare your employees for heat. It may take several days

If the weather suddenly turns hot and/or humid or an employee is transferred to a hot/humid environment, they must be given an opportunity to acclimate to the “heat wave.”

#### For Non-Acclimated Employees

Monitor employees during shift, visually, or use a buddy system.

### Provide heat illness symptom awareness and emergency medical response training

Ensure that all employees have the ability to obtain medical assistance when needed – vocal, visual, or electronic. In addition, all employees must be trained on the identification of heat illness symptoms and their required response.

Training must be documented. Use handouts and posters to assist.

#### Mild to Moderate Heat Illness Symptoms

- Swollen hands, feet & ankles
- Bumpy red skin
- Dry mouth
- Muscle spasms or cramps
- Sweating
- Tiredness

#### Moderate to Severe Heat Illness Symptoms

- Dizziness, nausea, vomiting, headache & tiredness
- Pale, cool, moist, flushed, or ashen looking skin
- Skin that is red and hot to the touch
- Altered consciousness or unconsciousness
- Weak and rapid pulse and/or shallow rapid breathing
- Extremely high body temperature

Note: Personal factors such as age, general health, alcohol/caffeine consumption and prescribed medications may also contribute to heat illness.

### Emergency Medical Response

<b>Call for Medical Assistance</b>	Follow your location’s procedure for obtaining emergency assistance when heat illness symptoms occur.
<b>Find Shade or Air Conditioning</b>	If it is safe for the individual to move, escort them out of the sun and to the nearest shady area of indoors (if it is cooler inside). If they have lost consciousness or are not safe to move, do what you can to provide some shade or generate a breeze.
<b>Protect Employee from Falling</b>	If practical, ask them to lie down, or at least sit down, somewhere to help risk of a fall.
<b>Offer Cool Water (if no signs of nausea or vomiting)</b>	Do not let them drink too much all at once (half cup every 15 minutes). Avoid sodas and caffeinated drinks.
<b>Make Employee Comfortable</b>	With their permission, apply a wet cloth or paper towel to help them cool down and remove or loosen excessive clothing if present.

Note: Effective communication includes voice, observation, or electronic means that allow employees the ability to contact a supervisor, set medic (if available) or outside emergency services. Electronic devices such as cell phones may be used only if the reception in the area is reliable. If a supervisor observes, or any employee reports any signs or symptoms of heat illness in any employee, a supervisor should take immediate action commensurate with the severity of the illness.

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### Encourage employees to drink plenty of water

3-4 glasses of water per hour. Have suitably cool water available at all times as close as practical to the areas employees are working, and inform every one of its location. Encourage employees to drink well in advance to heat exposure. Frequently encourage employee to drink water by using radio call reminders, phone call, hourly signals using air-horn signals, department head announcements, etc.

### Provide access to shade when heat becomes moderate

At temperatures below 80 degrees F, shade shall be made available, or timely access to shade must be provided upon employee request.

At temperatures above 80 degrees F, shade must be available (SHADE UP) in one or more areas using these guidelines:

- Shade must be open air or be provided with ventilation or cooling, and should allow employees to sit in a normal posture fully in the shade without having to be in physical contact with each other.
- The amount of shade present shall be at least enough to accommodate the number of employees on recovery or rest periods. During meal periods, shade should be provided for all employees who are on a meal break.
- The shaded area shall be located as close as practical to the areas where employees are working.
- Employees shall be all allowed and encouraged to take a preventative cool-down rest in the shade when they feel the need to do so to protect from overheating. When an employee takes a preventative cool-down rest, the employee should be monitored for symptoms of heat illness, be encouraged to remain in the shade, and should not return to work until any signs and symptoms of heat illness have abated.
- Where it is infeasible or unsafe to have a shade structure, or otherwise to have shade present on a continuous basis, alternate procedures for providing access to shade may be provided if the alternative provides equivalent protection. For example, trees are an excellent source of shade, as are tents and air-conditioned vehicles.

### Monitor the Weather

Prior to each workday, review the forecasted temperature, and implement elements of the heat illness plan as appropriate. There are a variety of methods that can be used to monitor the weather. They include, but are not limited to:

- Local radio and television news casts
- Internet ([www.nws.noaa.gov](http://www.nws.noaa.gov))
- California Dial-A-Forecast
- (Los Angeles (805) 988-6610, option #1)
- Use a “dry bulb” temperature thermometer

### Communicate Often

Communicate the *Outdoor Heat Illness Prevention Plan* to employees (found in Part B of Production Safety Guidelines)

### Document Training

Location specific *Outdoor Heat Illness Prevention* training must be documented. Follow the documentation guidelines found in the *Injury & Illness Prevention Program* (found in Part A of Production Safety Guidelines)

OUTDOOR HEAT ILLNESS PREVENTION PLAN							
<small>This form is one part of the Production's Plan to reduce heat related illnesses. This form is required to be completed and posted at the work location every day the temperature is forecasted to be 80 degrees Fahrenheit.</small>							
LOCATION ADDRESS						TODAY'S DATE	
<small>For emergency notification, be specific including zip code and building number.</small>							
NEAREST HOSPITAL TO THIS LOCATION				METHOD OF COMMUNICATION WITH EMERGENCY RESPONSE			
Name				Med. Name			
Address				Public Contact			
Phone				Cell Phone			
LOCATIONS OF SHADED REST AREAS				LOCATIONS OF WATER			
				WATER REPLENISHED BY			
CONSIDER YOUR PERSONAL RISK FACTORS							
HYDRATION	AVOID ALCOHOL & CANNIBLES	GENERAL HEALTH	AGE	WEIGHT	MEDICINES	PAST HEAT ILLNESSES	
SAFETY HOTLINE				818-560-7391			