

Heat Illness Prevention Plan

A. OBJECTIVE

This McDonald's *Heat Illness Prevention Plan* outlines procedures to minimize and control heat illness hazards in compliance with Cal/OSHA regulations (8CCR3395). This Heat Illness Prevention Plan adds to our *Injury and Illness Prevention Program* (IIPP). This program is available in all restaurants.

B. RESPONSIBILITIES

Managers have primary responsibility for the implementation of the *Heat Illness Prevention Plan*. They are ultimately responsible for the safety of their employees.

Make sure all employees have received and understand heat illness prevention training.

Train all new employees.

Make sure that employees working outdoors for more than 15 minutes have water, such as a handheld order taker.

Make certain that water containers for outdoor employees are refilled as needed.

Know the emergency response procedures for the restaurant including the approved way to contact emergency medical services (EMS) (usually calling 911 from a landline telephone) and the alternative method for transporting an employee (usually a vehicle at the restaurant).

Monitor employees for signs and symptoms of heat illness, especially if the employee has requested a shade break.

Watch employees who are working outdoors in hot weather.

Make certain that first aid and /or medical treatment is provided to any employee who has signs and symptoms of heat illness.

Employees are responsible for complying with the provisions of this plan, including:

Attend heat illness prevention training.

Follow instructions and safety training.

Tell the manager if their container needs more water.

Monitor themselves and fellow employees for signs and symptoms of heat illness.

Tell a manager if they are experiencing any heat illnesses symptoms.

Ask the manager if they have any questions about heat illness or safety on the job.

C. WATER PROCEDURES

Employees shall have access to portable drinking water in the restaurant. Ice is available in the restaurant to keep water suitably cool. Water is provided to employees free of charge.

An employee assigned to work outside for more than 15 minutes must have a water container with fresh, cool water. The manager is responsible for checking water containers and refilling as needed.

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D. SHADE PROCEDURES

All employees will have access to shade inside the restaurant. Shade must be easy for an employee to use.

When duties require extended periods of outside work (e.g. handheld order taker), shade must be present when the outdoor temperature high for the area is forecast to be over 80°F. If the prediction on the previous day is for the temperature high for the area to exceed 80°F, shade must be up as of the beginning of the shift and present throughout the day. When the outdoor temperature exceeds 80°F, employees shall have access to shade at all times.

E. SHADE ACCESS

Employees shall be allowed and encouraged to take a cool-down rest in the shade when they feel the need to protect themselves from overheating. Access to shade shall be permitted at all times.

The manager will monitor an individual employee who takes a cool-down rest and ask if they are experiencing symptoms of heat illness. The manager will encourage the employee to remain in the shade. The employee shall not be ordered back to work until any signs or symptoms of heat illness go away, but in no event less than 5 minutes in addition to the time needed to get to the shade.

If an employee shows signs or reports symptoms of heat illness during a cool-down rest, the manager shall make certain that appropriate first aid or emergency response is provided.

F. MEDICAL AND EMERGENCY RESPONSE PROCEDURES

Our **Emergency Action Plan** guides our response to heat illnesses. A list of the location of the closest hospital AND medical treatment/urgent care facility must be available in the restaurant.

Employees may contact the supervisor or the emergency medical service (EMS) by voice, observation or electronic means (cell phones or radios).

Managers will observe employees for the signs and symptoms of heat illness. If any manager or employee observes or reports any signs or symptoms of heat illness in any employee, the manager shall take immediate action according to the severity of the illness.

Any employee exhibiting signs or symptoms of heat illness shall be monitored and shall not be left alone or sent home without being offered onsite first aid and/or being provided with emergency medical services.

Procedure:

- Contact the emergency medical service (EMS), usually by calling 911.

- Provide the 911/EMS clear and precise directions to the restaurant (address and how to find the location).

- If an EMS ambulance is not available, transport the ill employee to a medical facility in a vehicle at the restaurant, usually a Manager's vehicle.

- Do not send home an employee showing signs and symptoms of heat illness without offering onsite first aid or emergency medical services.

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G. ACCLIMATIZATION

Acclimatization means getting used to working in the heat. It takes most people between 4 to 14 days to get used to working in the heat.

During a heat wave, the manager must closely observe employees for the signs and symptoms of heat illness. A heat wave is when the high temperature will be at least 80°F and at least 10°F higher than the average high temperature in the previous five days.

An employee newly assigned to a high heat area must be closely observed by the manager during the first 14 days of work.

H. TRAINING: ALL EMPLOYEES

All employees will receive training in Heat Illness Prevention. New employees will be trained during orientation on the following topics:

- The McDonald's procedures for water, shade, cool-down rest breaks, and emergency response/first aid.

- The need to drink plenty of water.

- Access to shade, water and medical care without any retaliation.

- Acclimatization Procedures.

- The types of Heat Illness (signs and symptoms) and how they can progress quickly from mild to serious symptoms and life threatening illness.

- Reporting symptoms of heat illness to the manager.

- Providing prompt medical treatment, and how McDonald's will respond the emergencies.

- Employees must ask the manager if they do not understand training or how to safely do their job.

The *OSHA QuickCard on Heat Stress* (English and Spanish) may be used to train employees.

I. MANAGER TRAINING

Managers and Supervisors will receive the same training provided to all employees. In addition, these topics will be emphasized in Manager Training:

- Responsibilities

- This heat illness prevention plan

- Emergency response procedures

- Our emergency action plan for each restaurant

- How to monitor weather reports (e.g. TV and radio, websites, smartphone apps)

- Water procedures

- Shade Procedures

- Monitor employees working outside

OSHA QUICK CARD

OSHA QUICK CARD™

Protect Yourself Heat Stress



When the body is unable to cool itself by sweating, several heat-induced illnesses such as heat stress or heat exhaustion and the more severe heat stroke can occur, and can result in death.

Factors Leading to Heat Stress

High temperature and humidity; direct sun or heat; limited air movement; physical exertion; poor physical condition; some medicines; and inadequate tolerance for hot workplaces.

Symptoms of Heat Exhaustion

- Headaches, dizziness, lightheadedness or fainting.
- Weakness and moist skin.
- Mood changes such as irritability or confusion.
- Upset stomach or vomiting.

Symptoms of Heat Stroke

- Dry, hot skin with no sweating.
- Mental confusion or losing consciousness.
- Seizures or fits.

Preventing Heat Stress

- Know signs/symptoms of heat-related illnesses; monitor yourself and coworkers.
- Block out direct sun or other heat sources.
- Use cooling fans/air-conditioning; rest regularly.
- Drink lots of water; about 1 cup every 15 minutes.
- Wear lightweight, light colored, loose-fitting clothes.
- Avoid alcohol, caffeinated drinks, or heavy meals.

What to Do for Heat-Related Illness

- Call 911 (or local emergency number) at once.

While waiting for help to arrive:

- Move the worker to a cool, shaded area.
- Loosen or remove heavy clothing.
- Provide cool drinking water.
- Fan and mist the person with water.

For more complete information:
OSHA Occupational
Safety and Health
Administration
U.S. Department of Labor
www.osha.gov (800) 321-OSHA

OSHA 3164-07-05

OSHA DATOS RÁPIDOS

Protéjase del Estrés por calor



Cuando el cuerpo no puede bajar su temperatura mediante el sudor, pueden ocurrir varias enfermedades debido al calor, tales como estrés o agotamiento por calor e insolación o golpe de calor, las cuales pueden resultar en la muerte.

Factores que llevan al estrés por calor

Alta temperatura y humedad, calor o sol directo, movimiento limitado de aire, esfuerzo físico, pobre condición física, algunas medicinas y tolerancia inadecuada para lugares de trabajo calurosos.

Síntomas de agotamiento por calor

- Dolores de cabeza, mareos, vértigo o desmayo.
- Debilidad y piel húmeda.
- Cambios de humor como irritabilidad o confusión.
- Náuseas o vómitos.

Síntomas de insolación

- Piel seca y caliente sin sudor.
- Confusión mental o pérdida de conocimiento.
- Convulsiones o ataques.

Evita el estrés por calor

- Conozca las señales y los síntomas de las enfermedades relacionadas al calor; obsérvese a sí mismo y a sus colegas.
- Bloquee el sol directo u otras fuentes de calor.
- Utilice ventiladores (abanicos) o aire acondicionado; descanse con regularidad.
- Beba mucha agua, como 1 taza cada 15 minutos.
- Vístase con ropa ligera, de colores claros y no ajustada.
- Evite el alcohol, bebidas con cafeína o comidas pesadas.

Qué hacer en caso de enfermedades relacionadas al calor

- Llame al 911 (u otro número local para emergencias) inmediatamente.

Mientras espera por ayuda:

- Mueva a la persona a un lugar fresco y sombreado.
- Suéltele o quitele la ropa pesada.
- Ofrézcale agua fresca para beber.
- Abanique y rocíe con agua a la persona.

Para información más completa:
OSHA Administración de
Seguridad y Salud
Occupational
Departamento del Trabajo de EE.UU.
www.osha.gov (800) 321-OSHA