

# Heat Illness Mitigation Plan

## Usage Instructions

Each department must use this plan as a foundation, customizing details based on their specific operational activities and work environments. Ensure all employees are trained on recognizing heat illness symptoms and emergency response procedures. Identify individuals responsible for monitoring weather forecasts and implementing mitigation measures.

To tailor these procedures to department work activities, evaluate and consider the specific conditions at the job site, such as the number of workers, the length of the work shift, the ambient temperature/heat index, and any increased heat burden from PPE.

Heat Index Action Levels & Mitigation Measures	
Heat Index (°F)	Mitigation Measures
80°F - 89°F <i>(Standard Heat Procedures)</i>	<ul style="list-style-type: none"><li>• Provide and encourage regular hydration</li><li>• Ensure cool drinking water is accessible within 50 ft of the work area</li><li>• Remind employees to hydrate frequently, even if not thirsty</li><li>• Provide access to shaded or air-conditioned cool-down areas</li></ul>
90°F - 103°F <i>(High Heat Procedures)</i>	<ul style="list-style-type: none"><li>• All measures from the previous category, PLUS:</li><li>• Mandatory shade/cool-down area availability within close proximity to the work site</li><li>• Increase reminders to hydrate and take breaks when needed (e.g., recommend hydrating every 20 minutes and a minimum 10-minute rest break every 2 hours)</li><li>• Monitor workers more closely for signs of heat illness</li><li>• Consider schedule adjustments or rotation of work tasks to reduce heat exposure and exhaustion</li><li>• Engage in reminders on heat safety during pre-shift huddles if high or excessive heat is expected</li><li>• Utilize standard cooling PPE</li></ul>
104°F and above	<ul style="list-style-type: none"><li>• All measures from the previous</li></ul>

(Excessive Heat Procedures)	<p>categories, PLUS:</p> <ul style="list-style-type: none"> <li>• Adjust schedules and/or workload to reduce or eliminate work during peak heat hours (e.g., 11 am - 4 pm)</li> <li>• Mandatory 10-minute cool-down breaks every hour (or more frequently if necessary)</li> <li>• Close monitoring of all workers (buddy system required)</li> <li>• Ensure immediate access to first aid</li> <li>• Provide additional cooling measures such as cooling vests, fans, misting stations, or similar equipment</li> </ul>
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*Note: These procedures describe the minimum essential heat illness prevention steps applicable to most outdoor work settings. In work settings where there is a higher risk of heat illness and injury (e.g., during a heat wave or other severe working or environmental conditions), you should exercise greater caution and employ protective measures as needed to protect workers. These procedures do not include every workplace scenario, so it is essential to evaluate all conditions found in the individual worksite that are likely to cause heat illness or injury. Further information on mitigation methods can be found in the Administrative Order No. 7-48 and the County Heat Safety Toolkit Guide.*

#### Legend Creation

Departments should develop an internal legend or coding system that aligns with the provided mitigation template. For example, use Code 1 for standard heat procedures, Code 2 for high-heat procedures, and Code 3 for excessive heat procedures. To further clarify actions, consider adding subcodes - such as 1a for hydration requirements, 1b for shade/rest breaks, and 1c for PPE or cooling equipment requirements. Document and display this legend alongside the hazard assessment to ensure necessary mitigation actions are understood at each heat index level.