

PROTECTION FROM HEAT AND UV RADIATION PROCEDURE (12) V2

PURPOSE

To provide guidance in the management of exposure to heat and solar ultraviolet radiation (UVR).

RESPONSIBILITIES

Person Conducting a Business or Undertaking (PCBU) must ensure so far as is reasonably practicable:

- a hazard management approach to risks arising from exposure to heat and UVR is adopted (identification, assessment, control and review)
- appropriate resources and processes are available to minimise the risks associated with heat and UVR
- information, instruction and training is provided to workers as required for protection from heat and UVR
- consultation, coordination and cooperation with other duty holders, workers and worker representatives.

Officers must:

- Exercise due diligence to ensure that the PCBU meets their responsibilities as above.

Workers must:

- take reasonable care for their own safety and avoid adversely affecting the health and safety of others through any act or omission
- report any concerns relating to heat and UVR exposure
- comply with all reasonable instructions and procedures relating to heat and UVR exposure
- use and maintain personal protective equipment (PPE) as instructed.

DEFINITIONS

Definitions of terms can be found on the Catholic Safety website or via this link [here](#).

INFORMATION

Heat illness includes: heat stress; heat exhaustion; heat stroke and may cause serious health effects and in extreme cases, death.

The UV Index, a rating system adopted from the World Health Organisation, is a simple way of describing the amount of solar UVR at the Earth's surface.

Solar UVR exposure - When the UV index* is at 3 and above, the amount of solar UVR reaching the earth's surface is strong enough to damage the skin, which can lead to skin cancer. Workers who work outdoors for all or part of the day are at risk of skin cancer through exposure to UVR. Damage is permanent and irreversible and increases with each exposure.

*The UV Index has five categories:

Low: UV Index of 1–2

Moderate: UV Index of 3–5

High: UV Index of 6–7

Very High: UV Index of 8–10

Extreme: UV Index of 11 and above

ACTIONS

HAZARD IDENTIFICATION	
	Identify all workers, activities and environments that have the potential for exposure to heat/UVR.
RISK ASSESSMENT	
Risk Assessment	<ul style="list-style-type: none"> • Risk assessments must be documented for scheduled and high risk outdoor activities. Take 5 must be implemented for other activities. • Identify exposure (duration and intensity) to heat and direct sunlight. • Consider further risks associated with the work i.e. reflective surfaces, physical workload (nature of work and duration), access to shade and water, air temperature, humidity and air movement). Note: Reflective surfaces will increase risk, (bitumen, concrete, sand, glass, roofing iron, water and aluminum foil).
CONTROLS	
Elimination	<ul style="list-style-type: none"> • Can work/activity be held or conducted indoors? • Can work activity be rescheduled?
Shelter/Shield/Airflow	<ul style="list-style-type: none"> • Encourage workers to maximise use of shade provided by trees, buildings and other structures where possible. • If there is no access to natural shade, fixed or portable shade structures may be provided where practical. • Shield persons from radiant heat from indoor work (welding, kilns). • Increase air movement (ventilation, fans, cooling).
Clothing	<p>Selection must take into account both the material and the design:</p> <ul style="list-style-type: none"> • Cover as much skin as possible (long pants and work shirts with a collar and long sleeves are best). • Choose lightweight, closely woven material with an ultraviolet protection factor (UPF) 50+. • Choose loose fitting clothing to keep cool in the heat (Caution: care must be taken to ensure that loose clothing does not become a further hazard with risk of entanglement). • Maintain integrity of clothing and equipment supplied. <p>Note: Secondary hazards such as fire risk shall be considered and assessed to determine if priority over protection from UVR and heat will take precedence.</p>
Hat	<p>A hat should shade your face, ears and neck.</p> <ul style="list-style-type: none"> • Broad brimmed styled hat should have a minimum 7.5cm brim. • Bucket style hat with a deep crown, angled brim of minimum 6cm and sit low on the head • Legionnaire style hat, which covers the back and sides of the neck • If wearing a hard hat or helmet use a brim attachment or a legionnaire cover as recommended.
Eye Protection	<p><u>Sunglasses</u> (If assessed as being required by workers)</p> <ul style="list-style-type: none"> • Wear close fitting, wrap around style sunglasses. • Check to ensure they meet the Australian Standard (AS/NZS 1067 – <i>Sunglasses and fashion spectacles</i>; category 2, 3 or 4) and are safe for driving. • Look for an eye protection factor (EPF) 10.

	<p><u>Safety glasses / Welding shield</u></p> <ul style="list-style-type: none"> Filters for protection against radiation generated in welding and allied operations shall meet AS/NZS 1338.1 – <i>Filters for eye protectors Part 1: Filters for protection against radiation generated in welding and allied operations</i>. (includes reference to documents for specific work). Safety glasses and safety goggles intended to provide protection against optical radiation are to meet AS/NZS 1337 – <i>Eye protectors for industrial applications</i> and AS/NZS1338.2 – <i>Filters for eye protectors Part 2: Filters for protection against ultraviolet radiation</i>
Sunscreen	<ul style="list-style-type: none"> Sunscreen to be made available to all outdoor workers. Broad-spectrum sunscreen with an SPF 30+ rating will, if applied correctly, provide good sun protection.
Water	<ul style="list-style-type: none"> Ensure adequate drinking water is available. Encourage workers in high risk activities to consume about 200ml every 15 to 20 minutes.
Work Schedule	<ul style="list-style-type: none"> Consider providing extra rest breaks in a cool area, if possible in an air-conditioned environment Reallocate or rotate workers duties and or arrange more workers to do the job to reduce individual exposure. Reschedule work when extreme weather is predicted, to a time, either earlier or later in the day or complete work indoors if possible. <p><i>Note: Sites may have a heat policy that stipulates if temperature reaches a certain level, then no outside work is to be undertaken.</i></p>
INFORMATION, INSTRUCTION AND TRAINING	
	<ul style="list-style-type: none"> Inform workers of this procedure at induction. Instruct and supervise workers on the requirement to wear PPE, use sunscreen and drink adequate water.
HEALTH MONITORING	
Self-Examination	<p>Early detection of skin cancer is vital. In most cases, health surveillance for skin cancer involves self-examination.</p> <p>See “Skin Cancer and Outdoor Work” from The Cancer Council Australia or access their Sun Smart App Information.</p>
DOCUMENT CONTROL	
	<ul style="list-style-type: none"> Keep a record of PPE issued. PPE Register can be used. All documented risk assessments must be retained.
MONITOR AND REVIEW	
	<p>This procedure will be monitored for compliance and effectiveness by Catholic Safety Health & Welfare SA as per the Audit Procedure 7.</p>

RELATED DOCUMENTS

Internal Documents

Work Health & Safety and Injury Management Policy
CCES Procedures No 1-31

External Documents

Work Health and Safety Act 2012 (SA)
 Work Health and Safety Regulations 2012 (SA)
[Code of Practice – Managing the work environment and facilities](#)
 AS/NZS 1067 – Sunglasses and fashion spectacles
 AS/NZS 1337 – Eye protectors for industrial applications
 AS/NZS 1338.1 – Filters for eye protectors. Part 1: Filters for protection against radiation generated in welding and allied operations
 AS/NZS 1338.2 – Filters for eye protectors Part2: Filters for protection against ultraviolet radiation
 The Cancer Council Australia – [Skin Cancer and Outdoor Work](#)
[Guide on Exposure to UVR](#)
[Sun Smart App](#) Information

APPENDICES

Nil

FORMS

[Personal Protective Register](#)

VERSION CONTROL AND CHANGE HISTORY

Version	Approved By	Approved Date	Reason for Development or Review	Review Date
5	Sector Forums	February 2014	Legislation – New WHS Act	2017
April 2015 – Document consolidated across CCES sectors				
V1	Executive Manager CSHW	24/04/2015	Procedure Consolidation	2017
V2	Executive Manager CSHW	10/05/2017	Procedure Review	2020

Approved for Publication:



Kathy Grieve

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