

# HEAT ILLNESS PREVENTION PLAN

## **HEAT ILLNESS PREVENTION PLAN FOR PRODUCTION**

*This Production is committed to worker safety. Heat Illness is a serious medical condition resulting from the body's inability to cope with a particular heat load, and includes heat cramps, heat exhaustion and heat stroke. This Heat Illness Prevention Plan (HIPP) has been instituted to help keep our employees protected when working in hot weather. The UPM, with assistance from Department Heads and the Warner Bros. Studio Department of Safety & Environmental Affairs (WB Safety), is responsible for overseeing and administering the HIPP.*

The Heat Illness Prevention Plan incorporates the following elements:

1. Provision of Water
2. Access to Shade
3. Written Procedures
4. Training

### **PROVISION OF WATER**

Water is a key preventive measure to reduce the risk of heat related illnesses. Employees have ready access to plumbed and/or bottled water.

### **Follow these steps**

On hot weather days, to ensure adequate hydration:

1. At least 2 gallons of water per employee per 8 hour shift will be readily accessible.
2. Department Heads and Supervisors will remind employees to drink water frequently.
3. Employees required to work outside will be provided with access to plenty of water, Gatorade-type drinks and ice.
4. Where plumbed water is not readily available, bottled water will be placed as close as possible to workers.
5. Plastic bottles and/or disposable cups will be made available.

### **ACCESS TO SHADE**

*Access to rest and shade or other cooling measures are important preventive steps to reduce the risk of heat related illnesses. Productions on the WB Studio lot have access to air-conditioned buildings and tree-shaded areas in which employees can recover from the heat.*

When employees are required to work in exposed outdoor areas on hot weather days, the following steps will be taken:

1. Supervisors will ensure adequate shade or set up portable shade, close to the work area (preferably no more than 50 to 100 yards away).
2. Employees will be shown the nearest air conditioned building or vehicle in which they can cool down quickly.
3. Employees working in the sun should wear hats, sunglasses and sunscreen.

## **WRITTEN PROCEDURES**

*Written procedures help reduce the risk of heat related illnesses and ensure that emergency assistance is provided without delay. The Warner Bros. Studio lot has a First Aid Department with skilled nurses and a Fire Department with trained Emergency Medical Technicians who can respond quickly to emergencies, including heat related illnesses, and who can be reached from any on-lot phone at x4-3333 and from any cell phone at (818) 954-3333. **If working off lot, call 911 with specific instructions regarding your location.***

On hot days, the following procedures will be initiated to reduce the risk of heat related illnesses and help employees respond to possible symptoms:

1. A tool box talk relating to heat illness prevention will be given to all employees at the start of their shift, or when the weather becomes warm.
2. Employees on the WB Studio lot will be reminded to dial x4-3333 from lot phones and (818) 954-3333 from cell phones in the event of any medical emergency.
3. Supervisors and/or employees will carry cell phones or two-way radios to ensure communication in the event of any emergency.
4. Employees should drink water and take rest breaks when needed.
5. Supervisors will monitor employees for symptoms of heat illness.
6. Co-workers will use a "buddy system" to watch each other closely for symptoms of heat illness.
7. Supervisors and employees will be encouraged never to discount any symptoms of heat illness and will immediately address them.
8. For off-lot locations, the Production shall post, along with this Heat Illness Prevention Plan, specific information regarding the location, including: street address and directions to location; name, address and telephone number of the nearest hospital; locations of water-staging areas, shaded rest areas and other heat illness prevention accommodations.

### **TRAINING**

*Training is critical to help reduce the risk of heat related illnesses and to assist in obtaining emergency assistance without delay. Department Heads and Supervisors will use any combination of toolbox talks, handouts, posters and safety meetings to train their employees in the following:*

1. Risk factors for heat illness.
2. Procedures for minimizing risk of heat illness as described herein.
3. The importance of drinking up to 4 cups of water per hour on hot days.
4. The importance of replenishing sodium and potassium with fortified drinks such as Gatorade or Squincher.
5. The importance of resting and recovering in shade when needed.
6. The importance acclimatization.
7. The different types of heat illness and the common signs and symptoms.
8. The importance of the "buddy system" and/or means of communication on hot days.
9. The importance of employees immediately addressing signs of heat illness in themselves or co-workers.

# HEAT ILLNESS PREVENTION PLAN

## LOCATION INFORMATION

*\*High temperatures expected today – Heat Illness Prevention Plan in effect.\**

**Production Name:**

**Date:**

**Location Address**

Number & Street:

City & Zip:

Phone:

**Nearest Hospital Information**

Name:

Number & Street:

City & Zip:

Phone:

**Directions for Emergency Personnel**

**Set Medic Information**

Name:

Phone:

Location:

**Location of Shaded Rest Area**

**Location of Water**

**Other Accommodations**

Hats

EZ-Ups

Cool Ties

Misting Fans

Other

# Protect Yourself! Heat Illness Awareness



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 convulsions.

## Preventing Heat Stress

- Know signs/symptoms of heat-related illnesses; monitor yourself and coworkers.
- Block direct sun or other heat sources (EZ-Ups).
- Use cooling fans/air-conditioning; rest regularly.
- Drink lots of water; about 1 cup every 15 minutes.
- Drink fortified sports drinks (*Gatorade*, *Sqwincher*) to replenish sodium and potassium.
- Wear lightweight, light colored, loose-fitting clothes.
- Avoid alcohol, caffeinated drinks, or heavy meals.

## What to Do for Heat-Related Illness

- Immediately call **4-3333**, if on WB Lot, or **911** when off-Lot 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, contact WB Safety:

818-954-2800  
[www.wbsafety.com](http://www.wbsafety.com)