

PROCEDURE

Effective Date: 6/27/16

Approved By: Director, Environmental Health and Safety

POL-U5950.01 Health, Safety and
Environmental Protection**PRO-U5950.01I RESPONDING TO HEAT STRESS REPORTS**Action by:

Any person

Action:1. **Experiences** heat-related issues2. **Calls** FM Work Control to initiate report

FM Work Control

3. Upon receiving call, **contacts** FM Technical Maintenance or Building Administrative Controls to assess conditions and possible solutionsFM Work Control or
Technical Maintenance4. **Contacts** Environmental Health and Safety (EHS) to conduct a further assessment

EHS Personnel

5. **Conducts** environmental assessment utilizing heat stress checklist document including

- Interviews occupant(s)
- Determines work conditions and activities performed
- Performs internal and external conditions assessment (temperature, humidity)

6. **Determines** need for additional ventilation or air movement

- If needed, **coordinates** equipment mobilization and placement. FM has additional equipment if needed.

7. **Provides** follow-up and assessment on conditions post-equipment placement

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Action by:

EHS Safety Officer II

Action:

8. **Provides** Heat Stress training to department either upon request or as needed
9. **Refers** occupant and supervisor to Space Administration and Human Resources (HR) for additional support if necessary
10. **Coordinates** temporary outfitting of space to meet operational needs
11. If needed, **provides** guidance on alternative arrangements.

Space Administration

HR Disability Administrator