

SAMPLE

Workplace Sun Safety Policy for Outdoor Workers

Date:

Revised:

Policy Statement:

(Name of workplace) employees at risk of over exposure to ultraviolet (UV) radiation from the sun will wear sunscreen, UV blocking sun glasses, appropriate work clothes, head gear and will attend awareness training on the risks associated with solar UV radiation.

(Policy could state the workplace will provide sunscreen, UV blocking sun glasses and neck protector to accompany their hard hat)

Rationale:

1 in 7 people born today will develop some type of skin cancer in their lifetime.

Outdoor workers are at a higher risk of over exposure to solar UV radiation, especially in the spring and summer months from 11 am to 4 pm. Solar UV radiation damage is cumulative and is known to cause adverse health effects that can manifest over both the short and long term.

Over exposure to UV rays can cause:

- sunburn
- skin wrinkling and ageing
- eye damage
- skin cancer

Solar UV radiation can penetrate through clouds and on lightly overcast days the UV radiation intensity is similar to a cloud-free day. Grass and soil reflect less than 10% of UV radiation, dry sand about 15%, concrete 30% and water 40% while snow reflects as much as 80%. Yet, with appropriate protective and prevention measures, negative health affects from UV radiation can be prevented.

Objectives:

Engineering controls will be used to reduce employee UV radiation exposure.

Administrative controls will develop policies and procedures to minimize the risk of UV radiation exposure.

All employees will practice solar UV radiation protective measures throughout the year to decrease the probability of skin and eye damage.

All employees will receive training and information on protective measures and the risks associated with over exposure to solar UV radiation.

Procedures:

1. Engineering Controls

Provide employees with portable shade structures e.g. canopies, umbrellas, tents

2. Administrative Controls

- Scheduling work/break periods to limit exposure to solar UV radiation during peak exposure times. Where job or work times cannot be changed, consideration may be given to a rotation of employees during the course of the work day.
- Provide shade for scheduled meal and break times.
- Provide annual training and information sessions on protective measures and the risks associated with solar UV radiation.
- Daily UV Indexes will be made available to all employees.

3. Personal Protection

- Employees will apply a broad spectrum sunscreen with an SPF 30 or higher 20 minutes before going outdoors. Re-apply sunscreen every 2 hours.
- If using insect repellent, apply sunscreen first.
- Employees are encouraged to seek shade to minimize exposure to solar UV radiation e.g. shade from trees, buildings, vehicles and other structures.
- Employees will wear protective clothing that covers arms, legs, and a wide brimmed hat or neck protector under their hard hat. Ensure face, ears and neck are covered or shaded by the head gear.
- Employees are to wear UV blocking safety glasses.
- Employees will attend the annual training and information sessions on protective measures and risks associated with solar UV radiation. Resources will be made available for employees and their families.

4. Documentation:

- Sunburns or other sun-related injuries that result from workplace exposure to solar UV radiation will be reported and documented by the supervisor completing an Incident/Accident Form.
- Risk Assessment forms should be completed on all employees who will be occupationally exposed to solar UV radiation to determine the appropriate protective measures that need to be taken.
- Employees not complying with the Sun Safety Policy will be directed to the Human Resources department for assessment.

References:

Occupational Health and Safety Act

Ministry of Labour Health and Safety Guidelines-Ultraviolet Radiation in the Workplace

Sun Safety When Employees Work Outdoors: A Health and Safety Manual, Canadian Dermatology Association

Environment Canada, UV Index