



STATEWIDE GROUP TRAINING (SA) INC

INCLEMENT WEATHER POLICY

PURPOSE:

Statewide Group Training is committed to ensuring the Health and Safety of Employees, Apprentices and Trainees in the course of their employment undertaking work for the company.

The purpose of this policy is to ensure that, as far as is reasonably practicable, employees required to work outdoors or in other inclement environmental conditions are provided with a safe and healthy system of work for protection from the risks of UV radiation, heat stress, wet weather and any other adverse weather conditions.

SCOPE:

This policy applies to:

- All staff, including Managers, Field Officers, Administrative Officers; full time, part time, casual, temporary or permanent staff; apprentices and trainees, contractors, sub
- all aspects of employment.
- on site, off site or after-hours work; work related social functions; conferences – wherever and whenever employees may be as a result of their SGT duties

POLICY:

Inclement weather is an abnormal climatic weather condition such as heat, cold, rain, wind, or that which prevents employees undertaking their duties safely. The UV Index is defined as; an international system for reporting UVR Intensity.

Heat stress is the total heat burden to which the body is subjected by both external and internal factors. Whether or not it results in adverse effects depends on the level of heat stress and the effectiveness of the body's cooling mechanisms.

The hierarchy of control is to be utilised when assessing the control measures to be implemented. Whilst scheduling work for such locations/situations where inclement weather conditions are anticipated, Supervisory Staff shall give consideration to and, where practicable, implement the following measures:

- Modifying the rate at which work is performed
- Rotation of employees engaged in heavier tasks
- Altering the location of work
- Where possible, provision of alternate work under weather shelters
- Ceasing work outside during electrical storms
- Modification or re-scheduling of work or tasks (with planned work breaks)
- Provision of appropriate safety clothing and equipment
- Provision of cool drinking water
- Air-conditioned buildings and vehicles

Appropriate Personal Protective Equipment will be worn, at all times to minimise any risk to employees.



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During summer and the warmer months, or in any situation where increased bodily heat may arise, employees working outdoors shall ensure they consume frequent small drinks of water to maintain fluid levels appropriately, and to minimise the adverse effects of heat as well as regular short breaks to ensure heat stress does not occur.

All employees working outside or assessed as being exposed to UV radiation must:

- Wear approved hats
- Wear protective clothing that incorporates UV radiation protection, and which also permits bodily evaporative cooling (long trousers and long-sleeved shirts, worn as designed, or other suitable clothing providing the same level of cover-up)
- Use effective 15+ or greater (30+ is recommended) skin protection lotion, applied every two hours (or more often under adverse conditions).
- Wear UV filtered protective glasses if appropriate
- Always maintain a minimum of one drinking container per person on site

During wet weather employees shall:

- Ensure correct signage is erected when working on or near roads
- Use wet weather clothing that permits bodily evaporative cooling
- Use wet weather boots (where appropriate)

Weather conditions and UV Index rating should be monitored on a daily basis. In the event of the identification of adverse weather or a UVR of extreme rating a risk assessment should be conducted. The following risk factors, among other, shall be considered whilst planning work schedules.

- UV Rating
- Air temperature
- Humidity
- Radiant Heat
- Manual Work
- Rainfall
- Wind Conditions
- Use of protective equipment
- Fog or Mist
- Electrical Storms
- The current heat and fitness of workers

Long sleeves and long trousers (or other suitable clothing providing **the same level** of cover-up) may not be required, BUT IS NOT ENCOURAGED, to be worn by employees who spend less than ten (10) minutes (cumulative) per day working outdoors. *(This exemption is based on an assessment of risk using information from The Cancer Council of South Australia).*

Reference:



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Work, Health, and Safety Act 2012
Work, Health, and Safety Regulations 2012
Guidance Note for the Protection of Workers from Ultraviolet Radiation in Sunlight
NOHSC:3012(1991)

APPROVED: KYM ANDERSON

DESIGNATION: CHIEF EXECUTIVE OFFICER

APPROVAL
SIGNATURE:

DATE: 8TH MAY 2024
