

Heat Illness Prevention Plan

Hoffman Restaurant Group, LLC

Updated 1/1/2023

The following person(s) have the authority and responsibility for implementing the provisions of this program at the worksite.

- Adam Hoffman/Operator/9196960264

1) Identifying Heat Illness Types

Heat Illness	Symptoms	Causes
Heat Rash	Appears as a red cluster of pimples or small blisters, most likely to be found on the neck and upper chest, in the groin, under the breasts, and in elbow creases.	Excessive sweating during hot humid weather can cause heat rash. This occurs when the body substantially reduces its ability to sweat, thereby reducing the employee's tolerance to heat.
Heat Cramps	Painful or involuntary muscle spasms or prolonged or painful spasms particularly in the calves, abdomen and/or back.	Electrolyte imbalance caused by sweating.
Heat Exhaustion	Extreme weakness or fatigue, giddiness, nausea or headache. The skin is clammy and moist, while the body temperatures are normal or slightly elevated. Sweating continues, but may stop if temperature rises rapidly and heat stroke occurs. The symptoms include: <ul style="list-style-type: none">• Heavy sweating with cool, moist skin• Fast but weak pulse rate• Shallow, fast breathing• Paleness• Muscle cramps• Excessive fatigue• Dizziness• Headache• Nausea or vomiting• Fainting	Exposure to high temperature resulting in loss of fluid through sweating and from not drinking enough replacement fluids.
Heat Stroke	Mental confusion, delirium, loss of consciousness, convulsions or coma. Body temperature of 102-104° F or higher. Hot, dry skin that may be red, mottled or bluish. Pulse can be rapid and weak. Throbbing headache, shallow breathing.	Body fails to regulate its core temperature. Sweating stops and the body can no longer release excess heat.

2) Preventing Heat Illness

Hoffman Restaurant Group takes the following steps to prevent heat illness among Team members. These steps will be discussed in detail later in this document.

- Provision of Water
- Access to Shade and Cool-Down Rests
- Acclimatization
- Emergency Response Procedures
- Training of Team Members and Supervisors
- Monitoring the Weather
- Handling a Sick Team Member

3) Provision of Water

- Fresh, suitably cool drinking water is available at all times from piped in supplies located at each Beverage station inside the restaurant
- Size small beverage cups are to be used for drinking.
- Each Team Member is encouraged to drink 1 quart of water each hour they are outside.
- Each Team Member is encouraged to drink water even if they aren't thirsty

4) Access to Shade and Cool-Down Rests

- Shade is provided at both the Order Taking Canopy as well as the Meal Delivery Canopy.
- Shade is also located inside the restaurant
- Team Members are allowed and encouraged to take a cool-down rest in the shade for at least 5 minutes when they feel the need to do so to protect from overheating. Team Members who believe they are being denied a cool down period should contact Adam Hoffman at 919-696-0264.
- Team Members taking cool down rests will be monitored, asked if they are experiencing symptoms of heat illness, encouraged to remain in the shade, and not be ordered back to work until signs or symptoms of heat illness have abated (after at least 5 minutes).
- If any signs or symptoms of heat illness are observed or reported during an Team Member's cool-down rest, the Team Member will be continuously monitored and first aid/emergency response implemented as necessary. Remember that heat illness can progress rapidly to more serious illness. If no signs or symptoms of heat illness are observed or reported, monitoring may be periodic, not continuous.
- Do not leave an Team Member with signs or symptoms of heat illness unattended or send home without offering on-site first aid or providing emergency medical services.

5) Acclimatization

Acclimatization is a process by which the body adjusts to work in the heat. The body needs time to adapt when a heat wave strikes or when starting a new job that exposes the Team Member to heat to which the Team Member's body has not yet adjusted. The Company understands acclimatization is achieved in most people within four to 14 days of regular work for at least two hours per day in the heat.

Procedures for acclimatization include, but are not limited to, the following:

- During heat waves, all Team Members will be closely observed by either a supervisor or other pre designated individual. During heat waves, steps will be taken as necessary relative to lessening the physical intensity of work.
- Weather will be monitored (see Procedures for Monitoring Weather). A heat wave means any day in which the predicted high temperature will be at least 80 degrees F and at least 10 degrees F higher than the average daily temperature in the preceding five days.
- New Team Members who will be subject to heat exposure will also be closely observed by a supervisor or designee for the first 14 days of employment and steps will be taken relative to lessening the physical intensity of work.
- Steps to allow for acclimatization may vary depending on the circumstances, but could include scheduling a slower pace, providing less physically demanding work during the hottest part of the day, changing the shift schedule, removing nonessential duties or other steps relative to lessening the physical demands of the work.
- Supervisors or the designees will stay alert to the presence of heat related symptoms with new Team Members and during heat waves

6) Emergency Response

- All Team Members will be provided with access to a means with which to reach a supervisor or emergency services or 9-1-1 when necessary. Whatever method is used (cell phones, radios, etc.), checks will be made to ensure the device used is reliable and functional, and reception is available.
- Clear and specific directions will be given to each Team Member to instruct emergency services or 9-1-1 as to how to most rapidly reach the workplace in case of emergency.
- The Company will designate a person to be available to ensure emergency procedures are invoked and to provide first aid when appropriate.
- Supervisors and Team Members will be trained to recognize the signs and symptoms of heat illness.
- Supervisors will take immediate appropriate action if there are signs or reported symptoms of heat illness in any Team Member.
- Team Members exhibiting signs or symptoms of heat illness will be monitored and will not be left alone. On-site first aid or appropriate emergency medical services will be offered.
- If there are indicators of possible heat illness, steps will be taken to keep the stricken Team Member cool and comfortable once emergency service responders have been called to reduce the progression to more serious illness.

7) Reporting Emergencies

Team Members must immediately report signs of heat illness in themselves or any other Team Member to a supervisor. If no supervisor is immediately available, Team Members should report to the following emergency responders:

Medical/Fire/Police: 911

The person reporting must provide the emergency responder with the employer's name, the nature of the emergency, the location of the victim and directions to the location.

8) Handling a Sick Team Member

- When an Team Member displays possible signs or symptoms of heat illness, a trained first aid Team Member or supervisor will check the Team Member and provide first aid or emergency medical services as needed. A sick Team Member will not be left alone in the shade, as the illness can progress rapidly. Do not let a sick Team Member leave the site alone.
- If no trained first aid Team Member or supervisor is available, emergency service providers will be called.
- Progression to more serious illness can be rapid and can include altered coordination, incoherent speech, unusual or irrational behavior, nausea, vomiting, red and hot dry skin, unusually profuse sweating, staggering, disorientation, decreased or loss of consciousness, and convulsions. If severe heat illness is suspected, emergency medical personnel should be contacted immediately.
- While waiting for help, first aid will be initiated.
 - Move the Team Member to cool off in the shade.
 - Little by little give him/her water (as long as conscious and not vomiting).
 - Remove excess layers of his/her clothing.
 - Help cool the Team Member: fan him/her, put ice packs in groin and underarms, soak his/her clothing with cool water or use cooling towels.

9) Team Member Training

The Company provides training in the following areas to each Team Member (supervisors and non-supervisory Team Members) before the Team Member begins work that may result in exposure to the risk of heat illness:

- The environmental and personal risk factors for heat illness, as well as the added burden of heat load on the body caused by exertion, clothing, and personal protective equipment.
- Our procedures for complying with the requirements of this standard, including, but not limited to, the Company's responsibility to provide water, shade, cool-down rests, and access to first aid as well as the Team Members' right to exercise their rights under this standard without retaliation.
- The importance of frequent consumption of small quantities of water, up to 4 cups per hour, when the work environment is hot and Team Members are likely to be sweating more than usual in the performance of their duties.
- The concept, importance, and methods of acclimatization and our acclimatization procedures.
- The different types of heat illness, the common signs and symptoms of heat illness and appropriate first aid and/or emergency responses to the different types of heat illness. In addition, training will be provided emphasizing that heat illness may progress quickly from mild symptoms and signs to serious and life threatening illness.
- The importance to Team Members of immediately reporting to the employer, directly or through the Team Member's supervisor, symptoms or signs of heat illness in themselves or in co-Team Members.
- Our procedures for responding to signs or symptoms of possible heat illness, including how emergency medical services will be provided should they become necessary.

- Our procedures for contacting emergency medical services, and, if necessary, for transporting Team Members to a point where they can be reached by an emergency medical service provider.
- Our procedures for ensuring, in the event of an emergency, clear and precise directions to the work site can and will be provided as needed to emergency responders.
- Notifying Team Members as to who the designated person(s) are on each shift who is available to ensure emergency procedures are invoked when appropriate.

10) Supervisor Training

Before a supervisory Team Member is assigned to supervise other Team Members who may be exposed to the risk of heat illness, the supervisor will be trained on the following topics:

- All training information that is required to be provided to Team Members.
- The procedures the supervisor is to follow to implement all the requirements of heat illness training and respond to heat illness.
- The procedures the supervisor is to follow when an Team Member exhibits signs or symptoms consistent with possible heat illness, including emergency response procedures.
- How to monitor weather reports and how to respond to hot weather advisories.
- Adjusting work schedules and breaks to provide time to acclimatize
- Ensuring Team Members are allowed to take cool down rests of at least 5 minutes
- Rotating Team Members during periods of peak heat
- Ensuring water is available at all times

11) Monitoring the Weather

- Supervisors will be trained and instructed to track the weather of the job site and also to check for heat waves.
- Weather forecasts and information are available from the National Weather Service at www.nws.noaa.gov.
- Weather information will be used in advance to evaluate the risk level for heat illness and will be used to make any necessary work modifications.
- Supervisors will be instructed on methods for periodically checking weather at the work site on hot days. A simple thermometer can be used, as long as it is taken in an area with no shade.