

This SWOP is designed for the operators to understand the potential hazards of Working in Hot Environments.

Hazards & Identified Controls



Safety Vest



Sun Hat



Sunscreen



Boots

Priority Items

This instruction provides guidance as to the control measures in place for undertaking tasks in the business during the summer months, including recommendations and standard actions to prevent or minimise the risk of heat stress/illness.

HAZARD/RISK POTENTIAL – Heat stress/illness hazards include:

1. Heat Stroke - this is a serious medical condition requiring urgent treatment
2. Fainting
3. Exhaustion
4. Cramps
5. Rashes and other skin irritations
6. Fatigue
7. Nausea
8. Dehydration



Symptoms to look out for include:

1. nausea
2. dizziness
3. feeling weak
4. clumsiness
5. excessive sweating
6. no sweating at all in hot conditions (dehydration)
7. excessive thirst
8. cramps

SAFETY PRECAUTIONS:

Metcash have established the following facilities on site to prevent or minimise the risk of heat illnesses:

1. Monitoring of temperature in key areas.
2. Supervisor presence to monitor conditions and employees.
3. Water fountains located at central areas in each warehouse.
4. Use of electric fans at stationary work areas, where possible.
5. Open doorways where possible to increase air flow.
6. Trained first aiders, first aid kits and first aid room
7. Alter work start time to an earlier time before heat increases, where possible.
8. Communication with all employees on the hazards, heat stress/illness symptoms, and measures required on hot working days.
9. All symptoms of heat stress or illness must be reported to a Supervisor for assessment.

Operating Instructions

STOP- Review Priority Items and review work area

Prior to the commencement of Summer, the following actions will take place:

1. Tool box talk to discuss heat management and actions staff can take to minimise the risk of heat illness.
2. Water Bubblers serviced and ensure all are working correctly.
3. Do you need any more water bubblers installed review with OH&S Committee & HSR.
4. DC Manager to Monitor weather conditions.
5. Staff who are heat affected may go to canteen cool off and have cold water.
6. Fridges are in place all around DC to accommodate water bottles.

THINK- Review Hazards and Plan the work

For high risk conditions, the following actions will take place:

1. Temperatures monitored by DC Manager.
2. Staff affected by heat to report to Supervisor for first aid.
3. Early start times may be put in place.

SAFETY- Follow your plan

For extreme risk conditions, the following actions will take place:

1. Staff affected by heat may seek first aid.
2. Staff affected by heat may go to canteen and cool off and have a drink of water anytime
3. Early start times may be put in place.
4. Management with site HSR's will monitor conditions with any potential heat hazard by applying IHG risk management principles and practices.

Other Items

Personal Protective Equipment

- High visibility vests must be worn
- Safety footwear must be worn
- Water Bottles & Fountains and Fridges

Follow Metcash SWSP

- 3.2 SOP
- 3.18 PPE
- 6.1 Reporting & Investigation.

Manual Handling

MANUAL HANDLING

SAFE manual handling practice must always be followed at all times:

- Know the load that is being lifted. Always push test the load to assess and observe the weight.
- Always get as close to the load as possible. The further away it is the more pressure on the body there is.
- Have feet positioned shoulder width apart and facing the load/object. This gives a strong base and good balance.
- Always bend your knees and keep back straight. Get down to the level of the task.
- Keep shoulders level and avoid side, backward or forward bending.
- Use two (2) hands to provide support of the load and avoid increased pressure on one side of the body.
- Always attempt to use a three (3) point support when one hand is conducting a task (free hand is supporting body on stable object).

STAY SAFE @ IHG