

QSCU OHS&R MANAGEMENT SYSTEM

PROCEDURE 54 – Protection of Outdoor Workers

1. PURPOSE

This procedure defines the requirements to achieve protection of outdoor workers from the potential health effects from exposure to ultraviolet radiation (UVR) from sunlight.

2. MANDATORY REQUIREMENTS

1. An exposure risk assessment shall be performed where employees are likely to work outdoors on a regular basis or for prolonged periods and are exposed to direct sunlight during the hottest periods of the day i.e. 10am – 4pm on a regular basis. The results of this assessment shall determine whether control measures are required to protect workers from the health effects of UVR.
2. Where the initial assessment confirms the presence of a hazard, the extent of the risk shall be determined and controls shall be introduced to reduce the risk as far as practicable.
3. Where action is required to control identified UVR hazards, the actions taken shall follow the hierarchy outlined below;
 - a. **Remove the person from the hazard**
 - Where practicable, scheduling work so that indoor tasks are undertaken during the part of the day when sun's rays are strongest i.e. 10.00am - 2.00pm or 11.00am - 3.00 pm day light saving time.
 - b. **Reduction of the person's exposure to the hazard**
 - Where practicable, use of natural or artificial shade as much as possible.
 - Where practicable shade erected by permanent objects such as trees or buildings shall be utilized. Artificial shade can be created by the use of canopies, tents or screens. Shade will only lessen UVR, exposure due to scattering of UVR by clouds and reflective surfaces may still cause health effects.
 - c. **Provision of Personal Protective Equipment**
 - Personal Protective Equipment (PPE) shall be used as a control measure only where the above measures are impracticable or inadequate.

PPE shall include the following, as applicable:

- clothing to protect trunk and limbs, tightly woven, light colored, loose cotton clothes are preferable;
- hats to protect face, neck and ears, brims should be of at least 8 cm, where practicable, hard hats should be fitted with broad brims and neck flaps;

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- sunscreens should be selected in accordance with the skin type and working conditions of the user, in general sunscreens should be 15+ SPF Broad spectrum water resistant types; and
- eye protection shall be provided through sunglasses that conform to Australian Standard AS 1067 (Sunglasses and Fashion Spectacles) where general eye safety protection is required, these sunglasses shall also comply with AS 1337 (Eye Protectors for Industrial Applications).

d. Training and Education

Employees shall receive training where the need for control measures has been ascertained in the "exposure assessment".

Training shall include:

- increasing awareness of the harmful health effects of UVR;
 - promotion of control measures; and
 - provision of information for self - screening for skin cancer.
4. Where persons are expected to apply treatment to other persons affected by UVR, these persons must be qualified and trained first aiders or shall have received specific training in the recognition, treatment and management of conditions arising from UVR.
 5. OHS&R training records shall be retained indefinitely.
 6. Regular reviews of this procedure shall be conducted to ensure compliance with the mandatory requirements.

3. RESPONSIBILITIES

Responsible Manager

Ensure compliance with the requirements of this procedure.

4. REFERENCE DOCUMENTATION

A. AUSTRALIAN AND NEW ZEALAND OHS&R LEGISLATION