ANDERSON-COTTONWOOD IRRIGATION DISTRICT (ACID)

HEAT ILLNESS PREVENTION POLICY

Compliant with California Code of Regulations, Title 8, Sections 3395 (Outdoor) and 3396 (Indoor) Effective Date: 2026

Purpose and Applicability

This Heat Illness Prevention Plan is established in accordance with California Code of Regulations, Title 8, Section 3395 (Heat Illness Prevention in Outdoor Places of Employment), and Section 3396 (Heat Illness Prevention in Indoor Places of Employment). This plan applies to all ACID employees performing outdoor work, including canal maintenance, water tending, inspections, and repairs, as well as employees working in indoor facilities, including the main workshop and other enclosed work areas. The purpose of this plan is to reduce the risk of heat-related illness through training, supervision, environmental controls, and safe work practices appropriate to ACID's outdoor and indoor operations.

Designated Persons and Contact Information

The following individuals are designated with authority and responsibility for implementing and enforcing this Heat Illness Prevention Plan:

General Manager: Daniel Ruiz – (530) 209-1350
Operations Manager: Ben Duncan – (530) 364-8803

Operations Supervisor: Phil Vega – (530) 339-1078

In a true emergency, employees shall call 911 immediately. If neither designated person is available, the ACID Main Office at (530) 365-7329 shall be contacted as soon as practicable.

Responsibility

The General Manager and Operations Manager are responsible for overall implementation of this plan. Supervisors and lead field staff are authorized to take immediate corrective action when heat illness risks are present. Employees are responsible for following this plan, maintaining communication, ensuring their assigned work vehicle is properly stocked, and reporting hazards, insufficient water supply, or symptoms of heat illness immediately.

Provision of Drinking Water (Outdoor Work)

Potable drinking water meeting Cal/OSHA standards shall be provided by Anderson-Cottonwood Irrigation District free of charge and obtained from approved potable water sources.

Approved potable water sources include municipal tap water at District facilities, large filtered bottled water dispensers, and an on-site ice machine. Ice may be used to keep drinking water suitably cool.

The District may provide employer-issued insulated three-gallon drinking water containers for work trucks as one method of ensuring ready access to potable drinking water; these containers are provided as a convenience and are not the sole means of compliance. A three-gallon container provides approximately twelve (12) quarts of potable drinking water per employee.

Three-gallon drinking water containers may be filled using potable tap water at the warehouse sink or filled directly from the filtered bottled water dispenser at District facilities. Employees may also access potable drinking water through bottled water, personal containers, or other District-approved methods, provided that drinking water remains readily accessible, suitably cool, and sufficient in quantity throughout the work shift.

Employees assigned to work trucks are responsible for ensuring that drinking water containers are stocked at the beginning of the shift and are emptied, cleaned, and maintained in a sanitary condition. Because field crews rotate and trade out trucks during water season, the last employee to use an assigned work truck and drinking water container is responsible for emptying, cleaning, and sanitizing the container before the truck is returned to service or transferred to another employee.

Employees may use their own personal drinking containers or use paper disposable cups provided by the District when accessing water from the three-gallon dispensers. Disposable cups will be made available as needed to prevent shared use and shall be kept clean and protected from contamination until use.

Employees shall monitor water levels throughout the work shift and more frequently during higher temperatures. If water or ice supplies are depleted, employees are authorized to return to the main workshop or another designated District facility to replenish supplies. If returning is not practicable due to work location or time constraints, employees may purchase potable drinking water and ice from a nearby store and will be reimbursed by the District in accordance with reimbursement procedures.

Water from non-approved or non-tested sources, including untested wells, irrigation water, or other non-potable sources, shall not be used for drinking. When hoses or connections are used to fill drinking water containers, only hoses and fittings approved and labeled for potable drinking water use shall be used and shall be kept clean and protected from contamination.

Employees shall not be required to supply their own drinking water.

Access to Shade (Outdoor Work)

When temperatures exceed 80°F, employees shall have access to shade at all times through air-conditioned work vehicles with engines running, natural shade, or other equivalent cooling methods. Vehicles constitute shade only when air conditioning is operating.

Supplemental Sun Protection (Recommended)

ACID recommends optional use of sun-protective equipment such as wide-brim hats, neck shades, or helmet-mounted sun shields. These items are supplemental only and do not replace the requirement for access to shade or cooled areas.

Preventative Cool-Down Rests

Employees may take preventative cool-down rest breaks whenever they feel overheated. Supervisors shall ensure a minimum five-minute rest and shall not return employees to work until symptoms have been resolved.

Monitoring Weather and Heat Conditions

The Operations Manager reviews daily weather forecasts during warm months. Supervisors and field staff observe site conditions and modify work practices as needed. When high temperatures are forecast, supervisors will reinforce hydration and rest reminders.

High Heat Practices (95°F and Above)

When temperatures reach or exceed 95°F, ACID implements additional protective measures including increased communication, hydration reminders, and heightened observation, especially for employees working alone.

Acclimatization

New and returning employees shall be closely observed for the first 14 days of outdoor heat exposure with reduced workload and team assignments when feasible.

Heat Illness Signs and Symptoms

Employees must be familiar with the signs and symptoms of heat illness and monitor themselves and coworkers continuously. Symptoms may include, but are not limited to:

Early / Mild Symptoms:
- Heavy sweating
- Fatigue or weakness
- Headache
- Muscle cramps or spasms
- Dizziness or light-headedness

Serious Symptoms (Medical Emergency):
- Nausea or vomiting
- Confusion, disorientation, or unusual behavior
- Fainting or collapse
- Hot, red, or dry skin (reduced sweating)
- Slurred speech or seizures

Any employee experiencing or observing these symptoms must stop work immediately and

follow the Emergency Response Procedures. Heat illness can worsen rapidly and can be fatal if not treated promptly.

Emergency Response Procedures

Step 1 – Recognize Symptoms and Stop Work.
Step 2 – Move the affected employee to shade or a cooled area and begin cooling measures. Do not leave the employee alone.
Step 3 – Assess severity. Severe symptoms require immediate medical attention.
Step 4 – Call 911 if symptoms are severe or do not improve quickly. Provide location and access instructions.
Step 5 – Continue cooling and monitoring until responders arrive.

Lone or Remote Worker Communication: Employees working alone must maintain a functioning cell phone or radio. If symptoms occur, notify a supervisor by phone or text with location and condition. If no response is received promptly, call 911 directly. Supervisors shall conduct periodic check-ins during high heat.

Employee and Supervisor Training

Employees and supervisors shall receive training before exposure and annually. Training covers symptoms, prevention, water, shade, emergency response, acclimatization, and employee rights.

Non-Retaliation

ACID prohibits retaliation against any employee for requesting water, shade, rest breaks, reporting symptoms, or exercising rights under this plan.

Plan Availability

This plan shall be maintained in writing and available in the district office, field vehicles, and the main workshop, and provided to Cal/OSHA upon request.

Indoor Heat Illness Prevention – Main Workshop

This section applies when indoor temperatures reach or exceed 82°F. Potable water, a cool-down area below 82°F, rest, emergency response, and training requirements apply.

Definitions:

Acclimatization – temporary adaptation of the body to work in the heat that occurs gradually when a person is exposed to it. Acclimatization peaks in most people within four to fourteen days of regular work for at least two hours per day in the heat.

Heat Illness – a serious medical condition resulting from the body's inability to cope with a particular heat lead, and includes heat cramps, heat exhaustion, heat syncope, and heat stroke.

Environmental Risk Factors for Heat Illness – working conditions that create the possibility that heat illness could occur, including air temperature, relative humidity, radiant heat from sun and other sources, conductive heat sources such as the ground, air movement, workload severity and duration, protective clothing and personal protective equipment worn by employees.

Personal Risk Factors for Heat Illness – factors such as an individual's age, degree of acclimatization, health, water consumption, alcohol consumption, caffeine consumption, and use of prescription medications that affect the body's water retention or other physiological responses to heat.

Shade – blockage of direct sunlight. One indicator that blockage is sufficient is when objects do not cast a shadow in the area of blocked sunlight. Shade is not adequate when heat in the area of shade defeats the purpose of shade, which is to allow the body to cool. For example, a car sitting in the sun does not provide acceptable shade to a person inside it, unless the car is running with air conditioning. Shade may be provided by any natural or artificial means that does not expose employees to unsafe or unhealthy conditions and that does not deter or discourage access or use.

Resources (include but are not limited to):

Heat Illness Prevention Enforcement Q&A	http://www.dir.ca.gov/dosh/heatillnessQA.html
Cal/OSHA's Heat Illness Prevention etool	http://www.dir.ca.gov/dosh/etools/08-006/index.htm
Cal/OSHA's Heat Illness Prevention Website	http://www.dir.ca.gov/DOSH/Heatillnessinfo.html