

June 25, 2012

<b>DIRECTIVE:</b>	<b>JOB CORPS INFORMATION NOTICE NO. 11-82</b>
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**TO:** ALL JOB CORPS NATIONAL OFFICE STAFF  
ALL JOB CORPS REGIONAL DIRECTORS  
ALL JOB CORPS CENTER DIRECTORS  
ALL JOB CORPS CENTER OPERATORS  
ALL NATIONAL TRAINING AND SUPPORT CONTRACTORS  
ALL OUTREACH, ADMISSIONS AND CTS CONTRACTORS

**FROM:** EDNA PRIMROSE  
National Director  
Office of Job Corps

**SUBJECT:** Preventing Heat-Related Illness – Occupational Safety and Health Administration (OSHA) National Outreach Campaign 2012

1. Purpose. To inform Job Corps centers about the OSHA heat-related illness prevention campaign, and to remind centers to review procedures for preventing and/or treating heat-related illness.

2. Background. OSHA recently launched a nationwide outreach campaign to educate Job Corps center students and staff about the hazards of working outside. The campaign slogan: “Water. Rest. Shade.” encourages frequent hydration and rest in the shade. Students and staff are also encouraged to report symptoms of heat illness early, and to know how to respond in an emergency. The campaign website includes educational resources like “A Guide for Employers to Carry Out Heat Safety Training for Workers” (Attachment A), and worksite posters in English (Attachment B) and Spanish (Attachment C), that depict the adverse health effects of heat.

Heat-related illness training should also include a discussion on the affects of certain medications and the consumption of caffeine and alcoholic beverages in hot weather. According to Dr. Maria Savard, an ABC News medical contributor, motion-sickness drugs and antihistamines such as Benadryl, Dramamine and Phenergan, as well as antidepressants have anti-sweating properties that affect the ability to sweat, which is critical regulating body temperature. Consumption of caffeinated beverages in hot weather can cause dry mouth. Excessive sweating can lead to dehydration, and dry mouth can be a symptom of it.

3. Action. In accordance with Job Corps Policy and Requirements Handbook (PRH) Chapter 5, Section 5.20 R2, Job Corps centers are reminded to review their Emergency Action Plans (EAP) to ensure that procedures are in place to provide immediate medical assistance to

students or staff that may be affected by over-exposure to extreme temperatures. Center plans to address heat-related hazards should include:

- Information about preventing heat-related illness;
- Signs and symptoms of heat-related illness;
- First-aid and emergency response procedures;
- Acclimatization procedures; and
- Administrative procedures to limit outdoor exposure to extreme temperatures.

At the first sign of warmer temperatures and periodically throughout the summer, Job Corps centers shall take precautions to educate students and staff about the risk factors, the signs and symptoms of heat-related illness, and how best to respond to an emergency. Students and staff engaged in outdoor activities, especially individuals that have a predisposition to heat-related illness due to life style, age, and/or medical condition shall be encouraged to do the following:

- Drink plenty of water ( at least 2 liters per day) or other electrolyte replenishing beverages;
- Avoid caffeinated drinks while performing strenuous activities;
- Dress for the weather – lightweight, light colored clothing and hats;
- Apply sunscreen to exposed skin;
- Eat small meals and eat more often – avoid foods high in protein and sugar;
- Slow down and pace themselves; and
- Take regular breaks.

During high-heat or poor air-quality advisories, centers are encouraged to reschedule recreational activities and/or labor-intensive outdoor tasks until later in the afternoon or early evening, if possible. Students required to take antihistamines or antidepressants should be encouraged to hydrate more often and rest when needed due to the anti-sweating properties of the medications. Sweating is critical to regulating body temperature.

Centers are encouraged to review the following resources:

- Job Corps Information Notice No. 08-08, “Preventing Heat-related Illnesses,” issued August 12, 2008
- Job Corps Information Notice No. 09-92, “Heat-related Illness,” issued May 24, 2010
- Job Corps Information Notice No. 10-84, “Preventing Heat-related Illnesses 2011,” issued May 23, 2011
- Occupational Safety and Health Administration, Preventing Heat Illness In Outdoor Workers Campaign, <http://www.osha.gov/SLTC/heatillness/index.html>
- Centers for Disease Control and Prevention, “Extreme Heat: A Prevention Guide to Promote Your Personal Health and Safety”  
[http://www.bt.cdc.gov/disasters/extremeheat/heat\\_guide.asp](http://www.bt.cdc.gov/disasters/extremeheat/heat_guide.asp)

4. Expiration Date. Until superseded.

5. Inquiries. Direct all inquiries to Marsha Fitzhugh at [fitzhugh.marsha@dol.gov](mailto:fitzhugh.marsha@dol.gov), or (202) 693-3099; or Alejandro “Alex” Perez at [perez.alejandro@dol.gov](mailto:perez.alejandro@dol.gov) or (202) 693-2825.

#### Attachments

- A – A Guide for Employers to Carry Out Heat Safety Training for Workers
- B – Health Effects of Heat – Worksite Poster (English)
- C – Health Effects of Heat – Worksite Poster (Spanish)