

## HUMAN RESOURCES

BIGGA's Management Support series produced by Xact  
[www.xact.uk.com](http://www.xact.uk.com)



### TEMPERATURES IN THE WORKPLACE

Now that the great British summer has arrived we hopefully can expect to see better and hotter weather than the last few months. While this is enjoyable during our free time it can cause problems in the workplace, due to a combination of having to do work and the additional heat.

There are no hard and fast rules regarding maximum or minimum temperatures in the workplace only that the temperature is required to be reasonable. As with all modern health and safety issues a risk assessment is required to ensure that workers are not exposed to undue risks and that all reasonable controls have been applied to reduce the risks to as low as reasonably practicable e.g. work in a frozen food premises or a bakery produces a range of temperatures that workers are expected to work in, and the controls to ensure worker's comfort and safety will be necessarily be different.

As a 'rule of thumb' reasonable can be interpreted to between 13°C to 28°C depending on the type of work and the working environment. Obviously, where manual work is being carried out the cooler temperatures are more appropriate as opposed to more office type environments where 20°C+ would be more acceptable to employees.

Measures that can be taken to keep the workplace cool and improve employees comfort at work are varied and can be used in combination to achieve an optimum workplace temperature.

Facility - Where possible eliminate unnecessary heat sources in the workplace e.g:

- Low energy light bulbs and fluorescent tubes emit far less heat than normal light fittings
- Halogen lamps emit very high amounts of heat and where possible should remain off
- Solar gain through windows can be reduced by the use of blinds or reflective films
- Electrical equipment when powered, generates heat e.g. computers and old type computer screens will emit heat. When not needed e.g. outwith business hours, they should be switched off.

Increase the ventilation and air movement by:

- Opening windows and doors. Bear in mind that there will be a reduction in security for the premises and appropriate precautions will have to be taken to protect employees and stock.

Where the outside temperature is higher than the workplace, windows and doors are best left closed.

- Portable fans situated around the workplace can provide air movement but not cooling.
- Portable dehumidifiers will provide air movement and drier air which will make the workplace less muggy and feeling fresher.

#### Business Issues

- During hot weather employees should have access to a supply of cool water or drinks.
- Work routines should be examined to see if tasks can be reorganised to be carried out at the coolest points of the day
- Additional rest breaks may be needed to prevent heat stress
- The dress code of the business should be examined to see if lighter clothing can be worn in an attempt to keep people cool. However, where protective equipment is required this cannot be dispensed with.

Where all other methods are unable to provide a reasonable temperature in the workplace, air conditioning which provides cool dry air may need to be considered.

Portable and rental units are available from a number of suppliers.

#### Outdoor Workers

Scope to keep outdoor workers cool is much more limited. Measures that can be taken are restricted to:

- Reorganise work to the coolest times of the day
- Access to shaded areas where breaks can be taken
- Access to cool water or drinks
- Reviewing the dress code to allow lighter clothing to be worn where this doesn't prejudice any protective equipment required.
- Where applicable air conditioning in cabs of vehicles

Outdoor workers need to be aware of the dangers of skin cancer from exposure to sunshine. Long sleeve clothing and a hat with a neck flap and wide brim offer the best protection Exposed areas of skin should be covered with sunscreen of at least SP20 or more and applied at regular intervals during the working day.

## How's your BUNKER HYGIENE?



- Recycle your sand to a 'like new' condition
  - Remove all debris including clay particles
- Recondition & de-compact your bunkers
  - Use for general screening tasks
- Choice of mounted or trailed models
  - Improve playing conditions



SAND STORM  
by ZScreen LLC

Tel: 0845 026 0064  
[www.jsmd.co.uk](http://www.jsmd.co.uk)