Hot and Cold Policy

1.0. PURPOSE

This policy ensures all workers at Glad Group are protected from health and safety risks related to hot or cold weather conditions, as far as is reasonably practicable.

2.0. SCOPE

The Hot and Cold Policy applies to all workers of Glad Group Services and in the respect of any Glad Group Services workplace

Glad Group, comprised of:

- Glad Group Pty Ltd | ABN 62 092 928 115
- Glad Cleaning Service Pty Ltd | ABN 43 054 617 891
- Glad Security Pty Ltd trading as Glad Group Services | ABN 99 122 097 590
- Glad Maintenance Pty Ltd | ABN 85 127 522 481
- Auxus Pty Ltd | 12 655 147 292
- Stratium Global Pty Ltd trading as Unifyd Technology | 86 923 901 715
- Glad Group NZ Limited | NZBN 9429 047 106 437

3.0. POLICY STATEMENT

Glad Group aims to minimize risks related to hot and cold weather exposure. We will implement practical controls to protect workers from the hazards of weather conditions such as heat and UV exposure in warmer months, and cold in the winter.

3.1. Risk Management

Health and safety risks associated with working in extreme heat or cold must be managed according to Glad Group Services WHS 001 -Risk Management Procedure. Where extreme hot/cold hazards are identified, a risk assessment must be completed.

3.2. Managing Hot Conditions

For warm weather, workers may experience risks such as sunburn or heat-related illness. The following control measures should be implemented:

- Clothing: Workers must wear appropriate, lightweight, and breathable clothing. Hats and sunglasses are recommended for outdoor work.
- Sunscreen: Apply sunscreen with a high SPF rating before working outdoors and reapply as necessary.
- Hydration: Ensure regular access to water throughout the day to prevent dehydration.
- Shade: Take breaks in shaded areas, when possible, as additional rest breaks may not always be practical.
- UV Exposure: Patrol shifts should be adjusted to avoid the hottest part of the day where possible, or workers should have access to shaded areas when performing outdoor duties.

3.3. Managing Cold Conditions

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In colder months, workers should be protected from low temperatures by:

- Uniforms: Workers must wear warm uniforms provided by Glad Group, including layers, jackets, and, where necessary, gloves and hats.
- Rain and Wind Protection: If outdoor work is required in wet or windy conditions, ensure waterproof clothing and adequate protection from the elements.
- Access to Shelter: Ensure access to indoor or sheltered areas for warming up during shifts and whilst on breaks.

3.4. Roles and Responsibilities

- Supervisors/Managers: Ensure workers are equipped with appropriate protective clothing and provide access to water. Monitor weather conditions and adjust work schedules or assignments, as necessary.
- Workers: Follow safe work practices, use provided protective equipment and report any weather-related concerns to supervisors.

4.0. Related Documents

- WHS Policy
- WHS-001 Risk Management Procedure
- Conflict of Interest Policy
- Code of Practice- How to manage work health and safety risks
- Code of Practice- Managing the work environment and facilities.
- Guidance Material- Managing the risks of working in heat.

5.0. LOG OF CHANGE

DATE	AMENDMENTS	AUTHORISED BY	REVISION
27/09/2024	Development of Hot and Cold Policy	Head of People & Culture	A-01

Authorised by:



Kiri Chase

Head of People & Culture

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