

Sun Safety Program Authoring Outline

STEP 1) Authoring your own sunscreen policy:

Feel free to use any or all of the following information in drafting your own sun safety program. In our Authoring Resources section of our Govt/Outdoor Workers page, is a sun safety **POLICY OUTLINE** you can download and white label for your own use. If you end up needing a more robust Sun Safety Plan than the resources on our website, we would be happy to help. Simply reach out to us at info@rmsunscreen.com.

Facts about skin cancer every employee should know:

Skin cancer is the most frequently diagnosed type of cancer in the United States. And the rate of skin cancer continues to rise. Over the past 30 years, the number of Americans who have experienced some type of skin cancer is believed to be higher than ALL OTHER FORMS OF CANCER COMBINED.

Employees of (YOUR COMPANY NAME) who spend a good portion of their work day outdoors are at an increased risk of exposure to harmful UV radiation. Exposure to this radiation for prolonged or repeated periods has been identified as a leading cause of getting skin cancer. In order to provide a safer work environment, (COMPANY NAME) is implementing a new sun safety program, which all employees who work outdoors will be required to comply with.

In 2014, the Center for Disease Control (CDC) issued a CALL TO ACTION to raise awareness about skin cancer. Skin cancer is on the verge of becoming a public health crisis, and the CDC is out to promote preventive measures to reduce the risk of skin cancer. In addition to the harm skin cancer can do to a person's health, there is a very high monetary cost of treating skin cancer. Currently, the medical costs are over \$8 billion dollars annually—and climbing.

Below are some basic safety compliance measures (COMPANY NAME) will be instituting as part of our sun safety policy. All employees will be required to follow these safety measures when working outdoors for an hour or more during the day—regardless of whether the sun is shining. Even under cloudy conditions, up to 80% of UV radiation can still reach your skin.

Sample Sun Safety Measures:

Protective clothing:

Unless a particular task cannot be completed wearing protective clothing, all (COMPANY NAME) employees are required to wear long sleeves and trousers when working outdoors. For employees who DO NOT wear protective head gear as part of their job, hats are also encouraged to be worn when working outdoors.

Eyewear:

All employees working outdoors must wear sun-protective eyewear.

Sunscreen:

All employees are required to apply sunscreen before going outdoors for work. Sunscreen should be applied to all exposed skin areas and reapplied every two hours of consecutive time spent outdoors.

STEP 2) Training your employees:

Adopting a sun-safe culture is a lot about education. Also in our Authoring Resources links, is a **UV TRAINING MEMO** template to announce your sun safety program and what each employee can expect going forward. As an employer, it is important that you make sure your employees have a basic knowledge about sun safety. This should include a basic understanding of UV radiation, skin cancer, related statistics on each, as well as your expectations for their safety. This can easily be accomplished with a short video or class instruction training.

We've also created an employee sun safety **KNOWLEDGE SHEET** you can download and have your employees sign to validate their basic understanding of the dangers of UV exposure.

STEP 3) Providing sun safe tools for your workers:

EMPLOYER RESPONSIBILITY: Just as you would provide a safety vest or hard hat to ensure a worker's safety, the sun safe protective measures you will be teaching employees should be facilitated or supplied by you, the employer. This would include sun protective clothing, eyewear and sunscreen.

EMPLOYEE RESPONSIBILITY: Each employee should provide a written signature that they understand the safety measures put forth in your Sun Safety Program, and that they agree to abide by them.