



Heat Illness Prevention Program

FAQs

January 29, 2025

1. What is heat illness?

Heat illness is a spectrum of disorders due to increased body temperature, it can be caused by either environmental conditions or by exertion.

2. Why do we have the Heat Illness Prevention Program (HIPP)?

To provide information and resources to prevent employees from suffering from Heat Illness.

3. How often do we do train for the Heat Illness Prevention Program (HIPP)?

New Employees are required to complete the Heat Stress Recognition and Prevention course during Orientation. Annually all employees are required to receive safety talk 2501 – Heat Illness and Prevention. Prior to April 1st of each year. A pamphlet will also be mailed to every employee annually.

4. When is the Heat Illness Prevention Program active?

The HIPP is triggered during the period of April 1 through October 31 and at any other time when weather reports issued by the National Weather Service (NWS) for a particular work location indicate that the outdoor heat index temperatures are expected to exceed 80 degrees Fahrenheit during the course of a workday or work shift.

5. When should heat-related incidents be reported?

All heat related incidents should be reported to management immediately and all incidents must be entered in SHMT within 24 hours.

6. How often is the plan reviewed?

The plan is reviewed annually.

7. Who do I provide the name of my area HIPP coordinator to?

The name of the responsible area HIPP coordinator should be provided to the Sr. Field Safety and Health Specialist for the appropriate area.

8. Is there separate training for them on their responsibilities?

No, the training is within the program that outlines the responsibilities.

9. Who will be responsible for sending out messaging on the MDD devices?



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The National OSH team will supply the messages to the Information technology team who disperses the messaging through the MDD.

10. How long does an employee have to be out before they are required to be retrained?

Any employee not in attendance during the facilities annual refresher training is expected to be retained upon their return and before they perform their street duties.

11. Potable water sources, who is responsible to provide them?

Every facility must provide a source of potable water.

12. How do you get new vehicle stickers and who is responsible for installing them?

Each Installation head is responsible to order the stickers on eBay and make sure they are changed out in all vehicles. Local jurisdictions can make arrangements for a particular method of installing the labels or the stickers.

13. What is the escalation process for HVAC repairs?

Facilities and Maintenance have an internal escalation notification for HVAC repairs. No action is necessary from the field. If repairs are not addressed, the HIPP coordinator can contact the Sr. Field Safety and Health specialist for assistance.

14. Who is responsible for vehicle fans?

The reference to fans in the HIPP refers to fans already in postal vehicles. The VMF repairs and inspects fans during routine maintenance activities. The HIPP is not intended to imply that new installation of fans is required.

15. Why do you need a new poster, employee badges and vehicle stickers?

The wording on the graphic has been updated. Therefore, all three must be replaced with the new 2025 version. On the left side of the image that lists signs for heat exhaustion, the wording "Heavy Sweating" replaced "Excessive Sweating". On the right side of the image that lists signs for heat stroke, the wording "Excessive sweating or red, hot dry skin" replaced, "No sweating" and "Very high body temperature" replaced "Body temperature above 103°. Red, hot dry skin",



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