**Introduction**

\*Company or Organization\*, along OSHA and the U.S. Centers for Disease Control and Prevention and other organizations, recognizes that the sun’s ultraviolet (UV) radiation can cause skin cancer. To help prevent the development of skin cancer, employees (especially outdoor workers) will receive instruction, encouragement, and environmental support to avoid over-exposure to the sun when they are outdoors. Accordingly, management recommends that supervisors implement sun safety programs or procedures that address the following elements:

**Hats and Protective Clothing**

Outdoor workers will be **required** to wear articles of sun-protective clothing, including hats, when outdoors. Supervisors may specify the type(s) of clothing and hats that are, or are not, permissible for work. The supervisor or manager may assess work uniforms, including hats, to determine if and how they might be modified to better protect outdoor workers from over-exposure to UV rays.

**Sunscreen**

Employees will be **required** to carry and use sunscreen with SPF 15 or more.

**Lip Balm**

Employees will be **required** to carry and use sun-protective lip balm with SPF 15 or more.

**Shade**

Supervisors will survey the work environment to identify existing shaded areas, and non-shaded areas where the addition of shade (including portable or temporary shade devices) would be practical and desirable. Employees will be **required** to utilize the permanent or temporary shade structures as long as they do not impede work or safety. Priority will be given to including ample shade in new construction plans and adding shade when remodeling workplace facilities.

**Scheduling**

Supervisors will be **required** to adjust outdoor work schedules to accommodate high UV. {{OR}} As scheduling permits, outdoor work should occur before 10:00 a.m. or after 4:00 p.m. in April through September (high UV months in Colorado). However, scheduling constraints should not reduce productivity. {{OR}} As scheduling permits, outdoor work will be curtailed when the UV Index reaches 11 or higher (extreme UV level). However, scheduling constraints should not reduce productivity.

**Training**

Supervisors will be **required** to provide sun safety training for all employees (especially outdoor workers), including information about the harmful effects of UV rays and recommended practices for preventing skin cancer and detecting it early. The training may utilize, but will not be restricted to, available educational materials and resources provided by Sun Safe Colorado.

**Family Communication**

Supervisors will be **required** to include employees’ families in sun safety education. The communication may include, but will not be limited to, invitations to health fairs, newsletter articles about skin cancer prevention and screening, information on the company website, and brochures.

**Health Services**

Company physicians, nurses, health educators, and human resources staff will be **required** to promote, reinforce, and support sun protection and skin cancer prevention programs, policies and procedures for employees and their families.

**Implementation and Evaluation**

Supervisors will be **required** to annually evaluate and revise sun safety programs, policies and procedures. Supervisors will be **required** to implement sun safety programs all year, especially during, but not restricted to, the months of April through September (high UV months in Colorado).