

POLICY NUMBER 3.6

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**TITLE: EMPLOYEE SUNBURN AVOIDANCE****EFFECTIVE: June 18, 2018****1.0 PURPOSE**

Overexposure to the sun's rays can cause sunburn, heatstroke and skin cancer. The Town's policy is to minimize the harmful effects of solar radiation by proper clothing and the use of sunscreen.

The most common areas of overexposure are the shoulders and the top of the legs when seated on equipment, as well as the head.

**2.0 PROCEDURES**

- The Town requires outside workers to dress in such a manner as to reduce exposure.
- The shoulders must be covered. Thin straps, i.e. tank tops, are not acceptable. Sleeveless shirts are acceptable as long as the shoulders are covered.
- Shorts are permitted, but the shorts must extend to 2 or 3 inches above the knee and no higher.
- Brimmed Hats are recommended, but not mandatory.
- The use of sunscreen is recommended and will be supplied by the Town, as well as insect repellent.

  
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Mayor Frank Friesen**Motion: 205:18**  
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Chief Administrative Officer, Ted Coffey**Date: June 18, 2018****REVISIONS:**