

COUNTY OF RIVERSIDE, CALIFORNIA
BOARD OF SUPERVISORS POLICY

<u>Subject:</u>	<u>Policy Number</u>	<u>Page</u>
GUIDELINES ON DEALING WITH UNUSUAL TEMPERATURES IN COUNTY FACILITIES	H-19	1 of 1

Policy:

When temperatures become abnormally high in administrative areas due to failure of ventilation/air conditioning equipment, the department head/director or designee of each affected department must determine if the environmental conditions are acceptable for continued work in his/her areas. A specific upper temperature limit cannot be set as comfort level depends on a combination of temperature, humidity, air velocity and type of activity. (i.e. 90 degrees Fahrenheit in dry air, being circulated by a fan might be tolerable, whereas 90 degrees Fahrenheit with high humidity and/or no air movement could be intolerable.)

If department heads or designees determines that the environmental conditions are no longer tolerable, he/she should make a reasonable effort to find other available work space in which the affected activity can be temporarily relocated. If this is not possible, they shall confer with the Director of Facilities Management to determine what appropriate action (actions) may be necessary. Department heads or designees, after conferring with the Director of Facilities Management and if there are no other actions available, shall have the ability to send their employees home by authorizing up to 4 hours of paid compensation per day which will not be taken from the employee's leave balance.

Reference:

Minute Order 3.43 of 10/24/89
Minute Order 3.4 of 12/18/07