

Administrative Order



Administrative Order No.: AO 7-48

Title: HEAT ILLNESS PREVENTION POLICY

Ordered: 12/18/2023

Effective: 12/18/2023

AUTHORITY:

The Miami-Dade County Home Rule Charter, Sections 2.02A and 5.02; Administrative Order 7-14.

POLICY:

It is the policy of Miami-Dade County to provide a safe and healthful workplace for County employees, provide for the safety and health of the public, and conserve County resources through the establishment and implementation of the Miami Dade County heat illness prevention [Standard Operating Procedure \(SOP\) \(County Procedure No. 715\)](#). The purpose of the SOP is to minimize potential detrimental health effects for Miami Dade County employees due to excessive heat that may result from working outdoors or within indoor environments with elevated temperatures.

SCOPE:

This Policy is applicable to all Miami-Dade County employees under the Mayor's purview.

RESPONSIBILITY:

County Employees: All County employees bound by this policy are responsible for helping to ensure their safety and the safety of other employees and County resources. It is the responsibility of each County employee to comply with the provisions of this Administrative Order and County Procedure No. 715, as applicable to their job.

Department Directors: County departments shall establish and maintain an effective heat illness prevention procedure in accordance with County Procedure No. 715 if, and as necessary, to protect employees. At a minimum, departments must assess heat risk(s) and, if necessary, develop a departmental procedure to mitigate risk of heat illness and provide training as needed.

Internal Services Department: The Internal Services Department Director or Director's designee is empowered and authorized to establish and maintain an effective countywide Risk Management Program. This program shall include, and not be limited to, approving, auditing, and assessing extreme heat related procedures, and overseeing a comprehensive, integrated, and coordinated heat illness prevention program. The Risk Management Division will provide training and technical assistance to County departments, and work with County leaders to ensure the safety of all employees who work in extreme temperature environmental conditions.

PROCEDURE:

The detailed requirements, responsibilities, procedures, and management policies to ensure the safety of all personnel and county resources are provided in Miami-Dade County Procedure No. 715 related to heat illness prevention. General information regarding heat illness is also included in the Procedure.

County Mayor