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Royal Mail Outdoor Workers – Provision Of Water Bottles or Bottled Water in Hot Weather:

To: All Branches

Dear Colleagues,

At the request of the Health, Safety and Environment Department, the Royal Mail Safety Health and Environment Team have issued further updates on "Sun Safety" via internal communications and to managers on how and when to order water bottles or bottled water.

The RMG SHE Team has issued reminders on the "Sun Safety" policy through Courier, Plasma screens and to managers through the royal mail intranet via WTLLs on staying safe in the sun in April with a further reminder due to be issued in July. This followed the RMTV launch on the topic in April and there will be another episode later in the summer, in August.

With regard to the provision of water bottles or bottled water where required, Delivery Offices can request them through the "Demand Challenge" process, via the region.

The RMG Head of Health has also issued the following advice to all Managers in a recent communication that was circulated:-

Hydration – *water plays a critical part of maintaining a healthy body. Experts recommend drinking 8-10 glasses of water each day to maintain good health. Almost every cell in the body requires water to function, even more so during periods of increased activity or when temperatures rise. Drinking facilities can be found in all Royal Mail sites for both indoor and outdoor workers.*

During hot weather, managers should complete a severe weather risk assessment. Provision of water should be considered and where deemed necessary bottled water may be purchased locally.

It is important to drink more water than usual and to ensure that you carry water and/or fluids with you at all times.

Area Health and Safety Representatives should use the above information in local representations where necessary and problems should be progressed via the Health and Safety Disputes Escalation process as set out in RMG SHE Standard 5.1.

Yours sincerely



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