

CHECKLIST | Heat-related Injury and Illness Prevention

Provided by MA Interlocal Insurance Association (MIIA)

Date:

Review conducted by:

OSHA developed this checklist to assist employers in identifying potential sources of heat hazards in their workplaces and developing a plan to address and respond to these hazards. In particular, this checklist helps employers identify their job-related risk factors for heat exposure, assess their preparedness, determine where challenges exist, and develop effective ways to control their heat-related risk and make their workplaces safer.

This checklist is intended as a guide. This checklist is not meant to be exhaustive nor construed as legal advice.

Are any of these risk factors for heat exposure present in your workplace?	YES	NO	N/A
Is outdoor work performed in warm/hot weather or direct sun?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is indoor work performed in warm/hot environments with heat sources such as ovens, fires, hot tar and/or other radiant heat sources?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is moderate to strenuous physical activity performed in warm/hot indoor or outdoor environments?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are heavy or nonbreathable work clothes and/or personal protective equipment (PPE) worn in warm/hot indoor or outdoor environments?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is high relative humidity combined with a warm/hot indoor or outdoor environment present?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are other factors not listed above, such as lack of air movement or lack of air-conditioning, combined with a warm/hot indoor or outdoor environment present?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

If heat exposures are present, assess your preparedness using this section.	YES	NO	N/A
Is a written plan in place to prevent heat-related injuries and illnesses?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Does the plan contain procedures that should be used during heat events (e.g., when the National Weather Services issues a heat advisory or heat warning)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Does the plan require the assessment of environmental heat at the worksite (e.g., continually monitoring temperature, heat index or Wet Bulb Globe Temperature) and consider how physical activity and clothing/PPE affect heat stress in workers?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are procedures in place to determine, throughout the workday, if heat is hazardous to workers' health?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is a trained individual at the worksite responsible for assessing and monitoring conditions (e.g., temperature and humidity) and workers for symptoms of heat-related injury and illness, implementing the heat plan when necessary, and notifying workers when the heat plan is in effect?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is an acclimatization plan in place to modify work duties for and to closely supervise (1) new workers, (2) temporary or contract workers, and (3) workers returning from extended leave to ensure they gradually build tolerance to heat? Does the plan also require supervisors to monitor these workers for symptoms of heat-related injury and illness?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are engineering controls (e.g., shade structures with cool air temperatures, reflective barriers, ventilation) used to reduce heat stress?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are fluids (e.g., cool, potable water, sports drinks) readily available and provided to workers, and do supervisors ensure they are hydrating?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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Are rest breaks provided and their length and frequency adjusted, as needed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do supervisors ensure rest breaks are taken by workers?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is shade or a cooled area for rest and hydration breaks provided?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is a buddy system in place so workers observe each other for signs of heat-related injury and illness?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do supervisors and workers have a way to contact emergency services in the case of a heat illness or injury?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are instructions for what to do in case of a heat-related medical emergency posted at the workplace/worksites?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are supervisors and workers provided training on identifying and controlling heat hazards and understanding environmental risk factors?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are supervisors and workers provided training on recognizing the signs and symptoms of heat-related injuries and illnesses?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are supervisors and workers provided training on factors that may impact workers' risk for developing heat illness?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are supervisors and workers provided training on administering first aid and CPR for heat-related illnesses?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are supervisors and workers provided training on activating emergency medical services quickly when needed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do workers know how to and are they expected to report any symptoms of heat-related injuries or illnesses that develop while working?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Source: OSHA