

Heat Stress Management Compliance Checklist

Risk Management		Yes	No	Follow-up
1	Conduct risk assessment and include heat stress hazard for outdoor work activities	<input type="checkbox"/>	<input type="checkbox"/>	
2	Monitor Wet Bulb Globe Temperature ¹ at the workplace to assess heat stress risk	<input type="checkbox"/>	<input type="checkbox"/>	
3	Identify workers vulnerable to heat stress and make re-deployment arrangements for vulnerable workers when required	<input type="checkbox"/>	<input type="checkbox"/>	
Heat Acclimatisation & Work Rescheduling		Yes	No	Follow-up
4	Implement heat acclimatisation programme for workers who are: a) Newly assigned to outdoor work b) New or returning from countries with a cold climate c) Returning from long leave (more than 1 week) d) Recovering from prolonged illness	<input type="checkbox"/>	<input type="checkbox"/>	
5	Reschedule heavy physical work to cooler periods of the day	<input type="checkbox"/>	<input type="checkbox"/>	
6	Schedule frequent short breaks for workers under shade	<input type="checkbox"/>	<input type="checkbox"/>	
Adequate Water Intake		Yes	No	Follow-up
7	Provide drinking water supply / facilities at locations near work areas and under shade (e.g. provide cold drinks to outdoor workers via water cooler, vending machines, cold drinks in cooler boxes)	<input type="checkbox"/>	<input type="checkbox"/>	
8	Schedule and supervise regular hydration of workers (at least hourly)	<input type="checkbox"/>	<input type="checkbox"/>	
Physical Preventive Measures		Yes	No	Follow-up
9	Provide shade to reduce direct sun exposure at rest area and work area (where practicable)	<input type="checkbox"/>	<input type="checkbox"/>	
10	Provide adequate ventilation at rest and work area for effective cooling (e.g. fan, air cooler)	<input type="checkbox"/>	<input type="checkbox"/>	
11	Provide loose-fitting and light-coloured clothing to workers	<input type="checkbox"/>	<input type="checkbox"/>	
12	Radiant heat sources are insulated / shielded (where applicable)	<input type="checkbox"/>	<input type="checkbox"/>	
13	Provide mechanical aids to reduce workers' physical workload	<input type="checkbox"/>	<input type="checkbox"/>	

¹ WBGT is a common and more effective measure of heat stress risk based on environmental conditions such as air temperature, humidity, air movement and solar radiation.

Training		Yes	No	Follow-up
14	Train workers on signs and symptoms of heat-related illness and preventive measures to take before or during work	<input type="checkbox"/>	<input type="checkbox"/>	
15	Train supervisors to recognise early signs and symptoms of heat-related illness	<input type="checkbox"/>	<input type="checkbox"/>	
Emergency Response & First Aid		Yes	No	Follow-up
16	Establish reporting procedures for workers who feel unwell	<input type="checkbox"/>	<input type="checkbox"/>	
17	Establish on-site emergency response procedures for heat injury (e.g. cold water immersion, ice packs, water spray, shower, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	
18	Standby ice-pack or other heat injury response facility on site in case of emergency	<input type="checkbox"/>	<input type="checkbox"/>	
19	For workplace with more than 25 persons employed, first aiders are appointed and available during working hours	<input type="checkbox"/>	<input type="checkbox"/>	

Company Name : _____

Conducted by : _____
(Name and designation)

Date : _____