SOP WAREHOUSESOP

FREE PRINTABLE CHECKLIST

Heat Illness Prevention and Response Checklist

Regulation: 29 CFR 1910.141(b)(1)

FACILITY	AREA OR EQUIPMENT ID	DATE	SHIFT
INSPECTED BY (PRINT)		SIGNATURE	

1. Procedure checks

Tick each step as it is done, in this order.

DONE	CHECK	NOTES
☐	Check the heat index where you work, not just the forecast: trailers run hotter	
☐	Drink a cup of water every 15 to 20 minutes, before you feel thirsty	
☐	Take your cool-down breaks in the recovery area; take one anytime you feel off	
☐	New or back from a week away? Work your ramp schedule, no exceptions	
☐	During high heat, know your buddy and check on them every 15 to 20 minutes	
☐	Dizzy, nauseous, cramping, soaked in sweat? Stop, cool down, tell your lead	
☐	Confusion, stumbling, or passing out is heat stroke: call 911 immediately	
☐	Cool a heat stroke victim aggressively with water and ice until EMS arrives	

2. Compliance checks

Tick each item that is in place. The citation after an item is the paragraph that requires it.

DONE	CHECK	NOTES
☐	Cool potable drinking water is provided at no cost near each hot work area, from closable tap dispensers with single-use cups or personal bottles, never open or dipped containers and never a common cup **29 CFR 1910.141(b)(1)**	
☐	Medical personnel are readily available for advice and consultation, including on return-to-work after a heat illness and on conditions and medications that raise heat risk **29 CFR 1910.151(a)**	
☐	Trained first aid responders are present on every shift that works in heat, and first aid supplies, including cooling supplies, are stocked and readily available **29 CFR 1910.151(b)**	
☐	The emergency action plan reporting and medical-duty procedures cover a heat emergency, and employees know how to summon 911 and internal responders from every hot work area **29 CFR 1910.38(c)**	
☐	Work-area heat index is measured or reliably estimated at the hot zones, including trailer interiors and the mezzanine, and checked on the stated schedule during heat season	

☐	Baseline protections activate at a work-area heat index of 80 F and high-heat protections, including the buddy system and scheduled cool-down breaks, activate at 90 F	
☐	Designated shaded or cooled recovery areas with seating and water are available within a couple of minutes of each hot work area	
☐	New, temporary, and returning workers are on a tracked acclimatization ramp, and no unacclimatized worker is assigned a full shift of hot-zone work	
☐	No employee works alone in a trailer or other hot zone during high-heat conditions, and solitary hot-zone tasks have a scheduled check-in	
☐	All covered employees and supervisors are trained on heat illness signs, the heat exhaustion and heat stroke responses, and the no-retaliation rule for drinking, resting, and reporting symptoms	

WARNINGS

Never let a confused or stumbling coworker walk it off or drive: that is heat stroke until proven otherwise, call 911

Never work alone inside a trailer during a heat event

Never skip the acclimatization ramp for staffing pressure: most heat deaths are workers in their first days

SUPERVISOR REVIEW

REVIEWED BY (SUPERVISOR)	SIGNATURE	DATE