



## Outdoor Heat Illness Safety Supervisor Daily Checklist

Supervisor Name:	Supervisor Signature:	Date:	Anticipated Temperature:

Section	Yes	No	Comments
<b>Water</b>			
Is there plenty of fresh, cool drinking water located as close as possible to the workers?			
Is the water provided free of charge?			
Is there a plan for refilling water coolers throughout the day?			
<b>Acclimatization</b>	Yes	No	Comments
Is there a plan in place to allow workers to get acclimated to the heat?			
Are new employees closely observed for their first 14 days of employment?			
Are all employees closely observed by a supervisor, lead or designee during a heat wave? (e.g. >80°F)			
<b>Shade and Rest</b>	Yes	No	Comments
Is a shade structure available at all times (regardless of the weather) for workers to rest and cool down?			
Is the shade located in an area that is safe and healthy and does not deter or discourage access or use?			
Are employees taking a “preventative cool-down rest” monitored for symptoms of heat illness?			
Can the shade accommodate all the employees?			
Is the shade structure up and ready when the weather forecast is 80°F or higher?			
Do you have a plan in place for checking the weather forecast?			
<b>Training</b>	Yes	No	Comments
Have workers been trained to recognize and prevent heat illness BEFORE they start working outdoors?			
Can workers identify symptoms of heat illness?			
Have both supervisory and non-supervisory employees been trained as required by Section 6.0 of the <a href="#">CPP Heat Illness Prevention Plan (PDF)</a> ?			

Submit to EH&S at [Environmental Health & Safety's Heat Illness Prevention](#) website or scan this QR Code:





Emergency Plan	Yes	No	Comments
Does everyone know who to notify if there is an emergency?			
Can workers explain their location if they need to call an ambulance?			
Does everyone know who will provide first aid?			
Are employees exhibiting signs or symptoms of heat illness monitored and <u>not</u> left alone or sent home without being offered onsite first aid and/or being provided with emergency medical services in accordance with the employer's procedures?			
Is emergency response and immediate first aid provided for all Major Heat Stress Disorder, such as Heat Exhaustion/Heat Stroke, or symptoms such as decreased level of consciousness, staggering, vomiting, disorientation, irrational behavior or convulsion?			
<b>Worker Reminders (have workers been reminded to...)</b>	<b>Yes</b>	<b>No</b>	<b>Comments</b>
Drink water frequently?			
Rest in the shade for at least 5 minutes as needed?			
Look out for one another and immediately report any symptoms?			
<b>High Heat Procedures (when temperature exceeds 95°F)</b>	<b>Yes</b>	<b>No</b>	<b>Comments</b>
Prior to starting the work shift, does the supervisor or lead meet with the employees and review high heat procedures, remind them to drink plenty of water and their right to a cool-down period?			
Are cool-down periods of 10 minutes every two hours provided?			
Is effective communication and monitoring, including a mandatory buddy system and/or regular communication with employees working by themselves established and operational?			
Can employees contact a supervisor when necessary?			
Are employees observed for alertness and signs or symptoms of heat illness?			
For employee observation the observer cannot be assigned to supervise more than 20 employees.			
Are employees reminded to drink water throughout the shift?			

Submit to EH&S at [Environmental Health & Safety's Heat Illness Prevention](#) website or scan this QR Code:

