



Heat Action Plan

11 Mar 2025 / Norris Dionysios

Complete

Score	10 / 12 (83.33%)	Flagged items	2	Actions	1
--------------	------------------	----------------------	---	----------------	---

Site conducted

Marked as 'my site is not listed here'

Conducted on

11 Mar 2025 12:47 PST

Prepared by

Norris Dionysios

Location

Main Office

Flagged items & Actions

2 flagged, 1 action

Flagged items

2 flagged, 0 actions

Heat Action Plan / Existing Heat Safety Practices

Are all workers provided with adequate breaks and access to shaded or air-conditioned rest areas during hot weather?

No

Not for outdoor workers

Heat Action Plan / Existing Heat Safety Practices

Are there multiple control measures in place for various risks, incidents, and accidents?

No

Outdoor work: lacking

Other actions

1 action

Heat Action Plan / Heat Risk Assessment

What control measures are in place to mitigate these risks?

For indoor workspaces, there is an increase in air conditioning systems and fans.
For outdoor workspaces, nothing is final yet, but we have discussed adding more shaded areas for rest areas.

To do | Priority: High | Due: 18 Mar 2025 12:54 PST | Created by: SafetyCulture Staff

Discuss the control measures for heat safety for outdoor work

Heat Action Plan

2 flagged, 1 action, 10 / 12 (83.33%)

Initial Check

How many documented incidents of heat-related illnesses have been reported in the past year, if any?

2

- 1: Heat stroke
- 2: Heatstroke that led to collapse

Can you provide a copy of the heat action plan for review purposes?

[Heat Action Plan Main Office.pdf](#)

When was the last time the heat action plan was reviewed and updated?

12 Jun 2024 00:00 PST

Heat Risk Assessment

1 action

Identify heat risks within the indoor working area

- Dizziness, nausea from stuffy air
- Excessive sweating
- Dehydration

Identify heat risks within the outdoor working area

- Stray cords and wires from other machinery that can overheat
- Heatstroke
- Excessive sweating
- Dehydration
- Sunburns and other skin damages

What control measures are in place to mitigate these risks?

For indoor workspaces, there is an increase in air conditioning systems and fans.
For outdoor workspaces, nothing is final yet, but we have discussed adding more shaded areas for rest areas.

To do | Priority: High | Due: 18 Mar 2025 12:54 PST | Created by: SafetyCulture Staff

Discuss the control measures for heat safety for outdoor work

Existing Heat Safety Practices

2 flagged, 3 / 5 (60%)

Are all workers provided with adequate breaks and access to shaded or air-conditioned rest areas during hot weather?

No

Not for outdoor workers

Are there adequate water breaks and water refilling stations accessible to all employees?

Yes

Are there multiple control measures in place for various risks, incidents, and accidents?

No

Outdoor work: lacking

Have these control measures properly communicated to all employees in the last quarter?	Yes
Is there a documentation practice in place for recording any heat-related illnesses and their respective corrective action or control measure?	Yes
Heat Safety Training	3 / 3 (100%)
Are employees properly trained on heat safety practices and emergency procedures regarding heat illnesses and injuries?	Yes
Are employees provided with the right educational materials for heat safety?	Yes
Are simulated heat emergencies carried out regularly as part of employee training for heat safety?	Yes
Emergency Preparedness	4 / 4 (100%)
Please describe the procedures outlined in the heat action plan for heat stress prevention and response.	Only indoor work has been properly discussed. This will be discussed further next time.
Is there an alert system in place for when heat levels exceed safe working levels?	Yes
Have all the emergency preparedness procedures been properly communicated to employees?	Yes
Are reminders regarding heat and summer safety sent to employees regularly, even outside of summer?	Yes
Is the business properly equipped with the right supplies to deal with a heat emergency, should one arise?	Yes
Notes	
Are there any feedbacks from employees regarding this heat action plan? If yes, list them down here.	
Employees are scared to work outdoors, especially with the predicted temperatures. We need to discuss what to do ASAP.	
Are there any points for improvement or review, if needed? If yes, list them down here.	Need to discuss outdoor work safety more.

Signature

Norris Dionysios

Norris Dionysios
11 Mar 2025 12:57 PST

Media summary

File summary

[Heat Action Plan_ Main Office.pdf](#)