



OSHA HEAT NEP

EMPLOYER COMPLIANCE CHECKLIST

Based on Appendix I of Directive CPL 03-00-024 | Effective April 10, 2026

Heat stress safety compliance is an open book test and the answers are all here. These checklist items—pulled straight from Appendix I and Appendix J of OSHA’s National Emphasis Program—are your best bet for acing any heat-related worksite assessment.

1. Heat Illness and Injury Prevention Program [Appendix I, Item 1]

- A heat illness and injury prevention program exists (written or verbal)
- The program is effectively communicated to all employees
- Supervisors and employees can describe the key elements of the program

2. Ambient Temperature Monitoring [Appendix I, Item 2]

- The employer has a method for monitoring ambient temperature at the worksite
- The employer monitors levels of work exertion alongside temperature
- Monitoring covers both heat index and dry bulb temperature where applicable
- For indoor worksites, radiant heat sources are identified and accounted for

3. Cool Water Access [Appendix I, Item 3 + 29 CFR 1910.141 / 1926.51]

- Sufficient amounts of cool, potable water are provided at the worksite
- Water is located in a place familiar to employees and readily accessible near the work area
- Water is available in sufficient quantity for the full duration of the work
- Employees are permitted to drink frequently (NIOSH recommends every 15 minutes)

4. Additional Hydration Breaks [Appendix I, Item 4]

- Employees are allowed to take additional breaks specifically for hydration
- Break frequency increases as heat conditions worsen

5. Scheduled Rest Breaks [Appendix I, Item 5]

- Scheduled rest breaks are in place during hot working conditions
- Rest break duration and frequency reflect ambient temperature and work exertion levels

6. Access to Shaded or Cool Rest Areas [Appendix I, Item 6]

- Employees have access to a shaded or cool area during rest breaks
- For outdoor worksites: shade is provided or available near the work area
- For indoor worksites: a cooler area (e.g., air-conditioned space) is accessible
- The shaded or cool rest area is familiar to and accessible by all employees

7. Acclimatization for New and Returning Workers [Appendix I, Item 7]

- New workers are gradually introduced to hot conditions before full-duty assignment
- Workers returning from extended absences are treated as unacclimatized
- Workloads for unacclimatized workers are gradually increased over time
- New and returning workers receive more frequent rest breaks during the acclimatization period
- Workers are monitored for signs of heat illness during acclimatization

8. Administrative Controls to Limit Heat Exposure [Appendix I, Item 8]

- Earlier start times are used when possible to avoid peak heat hours
- Workload adjustments are made on high-heat days
- Employee and job rotation is used to limit individual heat exposure
- Hot jobs are scheduled for cooler parts of the day or cooler seasons where possible
- Relief workers are used to reduce physical demands during extreme heat

9. Heat Illness Training [Appendix I, Item 9]

- Employees and supervisors are trained—in a language they understand—on:
 - Signs and symptoms of heat illness (heat cramps, exhaustion, stroke)
 - How to report signs and symptoms

- First aid procedures for heat illness
- How to contact emergency personnel
- The employer's heat illness prevention program
- The importance of hydration
- Training addresses medications and health conditions that increase heat risk
- Training is provided before the start of hot weather season and for new hires

10. Employee and Supervisor Understanding [Appendix I, Item 10]

- Employees can demonstrate they understand the heat program
- Supervisors can describe their responsibilities under the program
- All team members know what to do when heat thresholds are reached

11. Designated Heat Safety Representative [Appendix I, Item 11]

- A designated heat safety representative is assigned to manage the program
- The representative is identified to all employees
- The representative is trained and actively manages the heat program

12. Recordkeeping [Appendix J + 29 CFR 1904.7(b)(5)]

- OSHA Form 300 and 300A logs are current and accurately maintained
- Heat-related illnesses requiring medical treatment beyond first aid are recorded
- OSHA Form 301 incident reports exist for any recorded heat-related illness
- Records are available for OSHA review upon request

Note: Not all NEP industries are required to maintain OSHA records — verify your status



From prevention education and cooling gear demos to jobsite activations, Project H.E.A.T. is all about giving crews what they need to beat the burn.



SCAN TO SEE
PROJECT H.E.A.T.
IN ACTION!