Our heat triggers

What changes on the job at each number. Every morning the foreman checks the forecast heat index and writes the day's number here and on the pre-task plan.

Today's number

_____ **°F heat index**

Checked at _____ by _____



90°F
heat index

High-heat steps

- **Rest break** of at least 15 minutes every 2 hours, in the shade, paid as time worked.
- **Buddy checks.** Anyone working alone checks in every 15 minutes by radio or phone.
- **Heavy work** early or late in the day, shorter rotations, machines instead of hand lifting.
- **Heat meeting before the shift:** the signs, the buddies, water, shade, how to call for help.

80°F
heat index

Our trigger

- **Water:** at least 1 quart per person per hour, about a cup every 15 to 20 minutes.
- **Shade** up before work, big enough for everyone on break, close to the work.
- **New and returning workers** follow the acclimatization schedule (page 2), each with a buddy.
- **The foreman** reminds the crew where the water and shade are and what the signs look like.

Under 80°F
heat index

Every hot day

- **Water** close to the work, cool and free, all shift.
- **Cool-down rest** in shade or AC whenever anyone feels the need, at least 5 minutes, without penalty.
- Heat illness can start below the trigger with hard work, sun or heavy clothing. Watch new workers.

Heat index is how hot it feels: the air temperature with the humidity added in.

Heat stroke is an emergency
Call 911

Confused, slurred speech, passed out or having a seizure: call 911 now and cool them while you wait. Cold water or an ice bath cools fastest. Take off heavy outer clothing, put ice or cold wet towels on the head, neck, trunk, armpits and groin, and fan them. Stay with them until help arrives.

Any other sign (tiredness, thirst, dizziness, nausea, heavy sweating, cramps): stop work, get to shade or AC, drink water and tell the foreman. Never leave them alone: heat illness can get worse fast. When in doubt, cool them and call 911.

There is no federal OSHA heat standard. OSHA enforces heat hazards under the General Duty Clause, Section 5(a)(1) of the OSH Act, and inspects them under its heat National Emphasis Program (CPL 03-00-024, April 10, 2026). The numbers on this card are our company's own. They match the levels in OSHA's August 2024 proposed heat rule, which is not final.

How we do it

The steps we follow from the first hot day of the year. Blank lines are for the details of our own jobs.

Checking the heat

Every morning

Who: The foreman.

The foreman checks the day's forecast heat index on the National Weather Service forecast or the OSHA-NIOSH Heat Safety Tool app, writes it on the trigger card and the pre-task plan, and sets the day's steps by it.

Water

Every hot day; more at 80°F heat index

Who: The foreman sets it up before work and keeps it filled.

Cool, free drinking water close to the work: at least 1 quart per person per hour for the whole shift. Drink before you are thirsty, about a cup every 15 to 20 minutes. Energy drinks and alcohol don't count.

How we provide it: **Two 5-gallon coolers per crew, iced at 6 AM and refilled at 11:30; cups at each cooler; at least 1 quart per worker per hour**

Shade and cool-down

Trigger At 80°F heat index, and whenever anyone asks

Who: The foreman sets it up before work starts.

Shade that fits everyone on break at once, close to the work, open to the air or cooled. An air-conditioned vehicle counts if the engine can run. Anyone can take a cool-down rest of at least 5 minutes when they feel the need, and nobody goes back to work until the symptoms are gone.

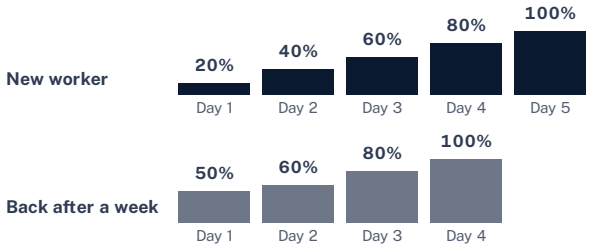
Where our shade or cool-down is: **Two 10x10 pop-up canopies per crew, set up before 9 AM and moved with the work; crew trucks with the AC running on high-heat days**

Getting used to the heat

First 2 weeks on the job, back after a week or more away, and in a heat wave

Who: The foreman pairs each new worker with a buddy, schedules heavier work for cooler hours and watches them closely for 14 days.

New workers build up to a full day of heat exposure over five days. Workers back from a week or more away build back over four days. A heat wave counts too: a day forecast at 80°F or more and at least 10°F hotter than the average high of the five days before.



High heat

High heat At 90°F heat index

Who: The foreman runs the high-heat steps.

- A rest break of at least 15 minutes every 2 hours, in the shade, counted as time worked.
- Every worker watched: buddy system, the foreman in sight, or check-ins every 15 minutes for anyone alone.
- Heavy work early or late in the day; shorter rotations; machines instead of hand lifting; extra water and electrolytes.
- A heat meeting before the shift: the signs, the buddies, where water and shade are, how to call for help.
- Light, loose, light-colored clothing where the job allows; cooling vests or towels under FR clothing or coveralls.

Watching each other

All day, every hot day

Who: Everyone. The foreman asks anyone resting how they feel.

Know the signs: tiredness, thirst, dizziness, nausea, heavy sweating, muscle cramps. Confusion, slurred speech or passing out is heat stroke: call 911. Tell the foreman early. Anyone can stop to rest without penalty.

Training

Before hot weather and at hire

Who: The plan administrator: Rita Solano, Project Superintendent.

Everyone learns the heat risks, our triggers, the water and shade rules, getting used to the heat, the signs and first aid, their right to rest, and how to call for help. Foremen also learn how to check the heat and run the high-heat steps. Taught in a language each worker understands, and logged on page 4.

Records and review

All year

Who: The plan administrator: Rita Solano, Project Superintendent.

The day's heat number, the training and acclimatization log, the water and shade checks and every heat illness are kept in 29Safety. We review this plan each spring and after any heat illness.

Scan to open the plan in 29Safety (sign-in required)

If someone gets sick from the heat

1
Call 911
Anyone who sees it calls. Give the site address and the gate or entrance written below.

2
Cool them now
Start before the ambulance comes: cold water or ice, shade, a fan. Stay with them.

3
Meet the ambulance
One person waits at the entrance and leads the medics to the patient.

4
Tell the office
Call the foreman and the office within the hour. Report it in 29Safety the same day.

The way to the hospital from each jobsite

Responders need clear, exact directions to the work site. Fill in any blank before hot weather starts.

Elm Street storm drain

about 9 min

Jobsite
1400 Elm St, Round Rock, TX

Emergency room
St. David's Round Rock Medical Center
2400 Round Rock Ave
Phone (512) 555-0100

Scan for turn-by-turn directions

Entrance or gate	Oak St gate	Nearest cross street	Oak St
Meets the ambulance	Rita Solano, (512) 555-0144		
Directions for responders	Gate code 2910 · the trailer is 200 ft inside the gate on the right		

Report it A death from heat must be reported to OSHA within 8 hours. A heat illness that puts a worker in the hospital as an in-patient must be reported within 24 hours. Call 1-800-321-6742 or report at osha.gov (29 CFR 1904.39).

Training and acclimatization log

Heat training

Every session covers these topics. Each person signs on their own line.

- Heat risk factors: hard work, sun, humidity, heavy clothing, being new
- Getting used to the heat
- Our triggers and what changes at each one
- Signs of heat illness and first aid
- Water, shade and the right to rest
- How to call for help and give directions

Date	Name	Signature	Trained by	Language

New and returning workers

Check each day the worker follows the schedule. New: 20, 40, 60, 80 and 100 percent of a normal day's heat exposure. Back after a week or more: 50, 60, 80 and 100 percent.

Name	Start or return date	New / Back	Day 1	Day 2	Day 3	Day 4	Day 5	Buddy	Checked by
		N ☐ B ☐	☐	☐	☐	☐	☐		
		N ☐ B ☐	☐	☐	☐	☐	☐		
		N ☐ B ☐	☐	☐	☐	☐	☐		
		N ☐ B ☐	☐	☐	☐	☐	☐		
		N ☐ B ☐	☐	☐	☐	☐	☐		
		N ☐ B ☐	☐	☐	☐	☐	☐		
		N ☐ B ☐	☐	☐	☐	☐	☐		
		N ☐ B ☐	☐	☐	☐	☐	☐		
		N ☐ B ☐	☐	☐	☐	☐	☐		
		N ☐ B ☐	☐	☐	☐	☐	☐		

Scan to open the plan in 29Safety (sign-in required)

Sample Construction Co.

Heat Illness Prevention Plan

The written plan Revision 1 effective Apr 20, 2026 built from the 29Safety template, with this company's answers HEAT-ILLNESS R1

Basis

OSH Act 5(a)(1) and OSHA's Heat National Emphasis Program (CPL 03-00-024); OSHA's proposed Heat Injury and Illness Prevention rule (29 CFR 1910.148, proposed August 2024); NIOSH Criteria for a Recommended Standard (2016); state rules where they apply: California 8 CCR 3395 (outdoor) and 3396 (indoor), Washington WAC 296-62-095, Oregon OAR 437-002-0156, Maryland COMAR 09.12.32, Nevada NAC 618, Minnesota Minn. R. 5205.0110 (indoor), Colorado 7 CCR 1103-15 (agriculture) · **Effective:** October 10, 2026

1. Purpose and scope

Heat kills workers who are new, unacclimatized, working hard in the sun or near heat sources, or wearing heavy PPE. Most deaths happen in the first week on the job. This plan applies to every outdoor job and to indoor work areas that reach the indoor trigger, including trucks, trailers, attics, mechanical rooms, and shops. It sets the triggers, what changes when they are reached, how we watch each other, and what to do when someone gets sick.

2. Triggers

Our trigger: **80°F heat index (OSHA guidance)**. Reference points: OSHA's proposed rule uses an **initial heat trigger of 80°F heat index** and a **high heat trigger of 90°F heat index** (or the equivalent WBGT); California outdoor requires shade at 80°F and high-heat procedures at 95°F; Washington's threshold is 80°F (52°F when wearing non-breathable clothing) with high-heat procedures at 90°F; Oregon's are 80°F and 90°F heat index; Maryland's are 80°F and 90°F heat index; Nevada requires a written job hazard analysis where heat is a hazard; California indoor (3396) applies at 82°F indoors with additional requirements at 87°F (82°F with heavy clothing or high radiant heat). The foreman checks the forecast heat index each morning (NWS or the OSHA-NIOSH Heat Safety Tool app) and posts the day's level on the pre-task plan.

3. Responsibilities

- **Administrator** keeps this plan current, orders supplies, trains supervisors, and reviews every heat incident.
- **Foremen** check the heat index, brief the crew, provide water and shade before work starts, run the high-heat procedures, watch for symptoms, and adjust the schedule.
- **Workers** drink before they are thirsty, take the breaks, watch their buddy, report symptoms early, and can rest whenever they feel they need to without penalty.

4. Water (always, and more at the trigger)

Cool, fresh, free drinking water within easy reach of every crew: at least **1 quart per worker per hour** for the whole shift (5-gallon coolers per crew, refilled twice a day, or individual bottles with a refill source). How we provide it: Two 5-gallon coolers per crew, iced at 6 AM and refilled at 11:30; cups at each cooler; at least 1 quart per worker per hour. Foremen encourage drinking a cup every 15–20 minutes, and electrolyte drinks on long hot days; energy drinks and alcohol don't count.

5. Shade and cool-down areas

At the trigger, shade that fits the whole crew at once on a break, close to the work (within a couple of minutes' walk), open to air or cooled, and not blocking traffic or the work: Two 10x10 pop-up canopies per crew, set up before 9 AM and moved with the work; crew trucks with the AC running on high-heat days. Indoors, a cool-down area below 82°F or with fans/AC. Anyone can take a **preventive cool-down rest** whenever they feel the need, for at least 5 minutes, and is watched for symptoms; nobody is sent back until symptoms are gone. Vehicles with AC count if the engine can run.

6. Acclimatization (the first two weeks)

New workers and anyone returning from a week or more away, and everyone during a heat wave (a day 10°F hotter than the recent average), follow the NIOSH schedule: **20% of the usual exposure on day 1, adding no more than 20% each day** for new workers; 50% day 1, 60% day 2, 80% day 3, 100% day 4 for experienced workers returning. Foremen pair new workers with a buddy, schedule heavier work for cooler hours, and watch them closely (CA 3395(g)) for the first 14 days.

7. Work-rest schedules and high-heat procedures

When the high-heat trigger is reached (heat index 90°F+, or 95°F ambient in California outdoor):

- Effective observation of every worker: buddy system, supervisor sight-lines, or check-ins every 15 minutes for lone workers (radio or phone).
- A **rest break of at least 15 minutes every 2 hours** (OSHA proposed rule; California requires a 10-minute preventive rest every 2 hours at 95°F for agriculture and encourages it for all), with breaks counted as time worked.
- Heavy work shifted to early morning or evening; rotations shortened; mechanical aids used instead of manual lifting; extra water and electrolytes.
- Pre-shift heat briefing: symptoms, the plan, who is the buddy, where shade and water are, how to call for help.
- PPE and clothing: light, loose, light-colored, breathable where the task allows; cooling vests or bandanas for FR clothing or Tyvek; respirators add heat strain.
- Indoor: fans, ventilation, isolating heat sources, and the same breaks (CA 3396(e)).

8. Recognizing heat illness

ILLNESS	SIGNS	WHAT TO DO
Heat rash / cramps	Red bumps; painful spasms in legs, arms, abdomen	Cool area, water with electrolytes, rest; report
Heat exhaustion	Heavy sweating, weakness, dizziness, headache, nausea, cool clammy skin, fast pulse	Stop work, move to shade, loosen clothing, cool with water and fans, sip water; if not better in 15–20 minutes, or vomiting, call 911
Heat stroke (emergency)	Confusion, slurred speech, seizures, loss of consciousness, very high body temperature, may stop sweating	**Call 911 immediately**; cool aggressively while waiting: ice packs to neck, armpits, groin, soak clothing, fan, ice-water immersion if available; never leave the person alone; do not give fluids if not fully alert

Anyone with symptoms is monitored; nobody with signs of heat illness is sent home alone or left in a vehicle.

9. Emergency response

The site address, nearest emergency room, and how responders reach the crew are posted on the safety board and in the pre-task plan. Each crew has a way to call 911 (phone with signal, radio relay, or satellite messenger on remote sites). A cooling kit (ice, towels, water, a tub or tarp for immersion) is on site during high heat. A designated person meets the ambulance.

10. Training (before the season and at hire)

Workers: heat risk factors, our triggers, water and shade rules, acclimatization, symptoms and first aid, their right to rest without retaliation, how to report and call for help. Supervisors: the same plus how to check the heat index, run high-heat procedures, monitor workers, respond to emergencies, and the acclimatization schedule. Training in a language workers understand; recorded in 29Safety; refreshed each spring and after any heat incident. The heat toolbox talks in 29Safety are used weekly during hot months.

11. Records and review

Daily heat-index notes on pre-task plans, training records, water/shade checks (heat daily checklist in 29Safety), and heat incidents (recorded as incidents; heat-related recordables are logged). Reviewed each spring and after any heat illness. California employers keep the written plan in English and the language understood by the majority of employees, available at the worksite (3395(i)).

This program must be reviewed and signed by a competent person before use.



Rita Solano
Approved by, Project Superintendent, Apr 20, 2026

Reviewed by, date

Revision history

Rev 1	Oct 10, 2026	Built from template