

SpotRisk Advisory Group

5-Minute Heat Stress Toolbox Talk

Supervisor:

Date: _____

Temperature: _____

Location: _____

UV Index: _____

Supervisor: _____

Crew: _____

Before We Start Today...**Ask your crew****1. How hot is it expected to get today?**☐ Under 25°C☐ 25–30°C☐ 30–35°C☐ Above 35°C

Discuss whether today's weather will change how work is completed.

2. Is everyone carrying enough drinking water?☐ Yes☐ No

How often should we be drinking?

✓ Small amounts regularly

✓ Don't wait until you're thirsty

3. Where is today's shaded rest area?

4. How often will we take breaks today?

5. Is everyone wearing the correct SunSmart PPE?

- ☐ Broad-brim hat or hard hat sun flap
- ☐ Long sleeves
- ☐ Long trousers
- ☐ UV safety glasses
- ☐ SPF 50+ sunscreen

6. Has everyone applied sunscreen this morning?

- ☐ Yes
- ☐ No

When should it be reapplied?

(Expected answer: Every 2 hours or after heavy sweating.)

Ask Your Team

What are the signs of Heat Exhaustion?

Allow workers to answer.

Then discuss:

- ✓ Heavy sweating
 - ✓ Weakness
 - ✓ Dizziness
 - ✓ Headache
 - ✓ Nausea
 - ✓ Muscle cramps
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What are the signs of Heat Stroke?

Workers answer first.

Then discuss:

- ✓ Confusion
- ✓ Collapse
- ✓ Hot skin
- ✓ High body temperature
- ✓ Seizures
- ✓ Unconsciousness

Heat stroke is a medical emergency. Call 000 immediately.

Today's Work

Are there any tasks that should be changed because of today's weather?

Worker Questions or Concerns

Actions Agreed Today

Supervisor Signature

SpotRisk Tip

Heat illness is preventable.

- ✓ Plan work.
- ✓ Protect workers.
- ✓ Encourage hydration.
- ✓ Monitor each other.
- ✓ Speak up early.