

Thermal comfort checklist

Use the table below to help you identify whether there may be a risk of thermal discomfort to your employees. Please note that this is a basic checklist and does not replace an adequate thermal comfort risk assessment. Read the descriptions for each thermal comfort factor, and tick the appropriate box. If you tick two or more 'YES' boxes there may be a risk of thermal discomfort and you may need to carry out a more detailed risk assessment.

Factor	Description	YES
Air temperature	Does the air feel warm or hot?	
	Does the temperature in the workplace fluctuate during a normal working day?	
	Does the temperature in the workplace change a lot during hot or cold seasonal variations?	
Radiant temperature	Is there a heat source in the environment?	
Humidity	Is there any equipment that produces steam?	
	Is the workplace affected by external weather conditions?	
	Are your employees wearing PPE that is vapour impermeable?	
	Do your employees complain that the air is too dry?	
	Do your employees complain that the air is humid?	
Air movement	Is cold or warm air blowing directly into the workspace?	
	Are employees complaining of draught?	
Metabolic rate	Is work rate moderate to intensive in warm or hot conditions?	
	Are employees sedentary in cool or cold environments?	
PPE	Is PPE being worn that protects against harmful toxins, chemicals, asbestos, flames, extreme heat, etc?	
	Can employees make individual alterations to their clothing in response to the thermal environment?	
	Is respiratory protection being worn?	
What your employees think	Do your employees think that there is a thermal comfort problem?	