



JSA CHECKLIST

INSTRUCTIONS: JSAs should be audio recorded. Use this list as a reference and record the information. Upon completion, email file to jsa@mgeunderground.com.

DETAIL INFORMATION

- NAMES • DATE • TIME • JOB LOCATION
- CROSS STREET • NEAREST HOSPITAL-DISTANCE
- EAP MAGNET CURRENT?
- CUSTOMER NAME & JOB NUMBER
- USA TICKET# & EXPIRATION
- POSITIVE RESPOSE RECEIVED?
- FIRST AID/FIRE EXTINGUISHER LOCATION
- E.I.C OF CALLING 911?
- SECONDARY E.I.C OF CALLING 911?
- REMEMBER TO MARK EXISTING EXPOSED LINES WITH PINK PAINT AND/OR RIBBON
 - Power • Gas • Phone • TV • Water • Sewer
- WEATHER CONDITION/WIND SPEED DIRECTION

PUBLIC SAFETY CONCERNS ADDRESSED

- ROAD WORK AHEAD SIGNS • SIDEWALK CLOSED
- CONES • BARRICADES-ARE SOLUTIONS ONSITE?
- UTILIZE GOOD BODY PLACEMENT
- (STAY WITHIN CONE ZONE - BE AWARE!!)
- DO NOT LET ANYONE IN THE WORKZONE WITHOUT TAILBOARD & SIGN-IN

HIGH HAZARD TASK

- HAZARDOUS ENERGY • CONFINED SPACE
- HORIZONTAL DIRECTIONAL DRILLING
- HOT WORK • DEMOLITION
- EXCAVATION (**DEEPER THAN 5FT**)
 - DO YOU HAVE SHORING?
 - DO YOU HAVE ACCESS/ EGRESS?
- EXCAVATION WITHIN 10 FT OF HIGH PRIORITY FACILITY; GAS, STEAM, WATER

RIGGING AND LIFTING

- WHAT'S BEING USED FOR LIFTING
- WHAT IS THE LIFT PLAN?
- RIGGING EQUIPMENT INSPECTED FOR CRACKS, TEARS OR DAMAGED PARTS, PRIOR TO USE? DO NOT STAND UNDER SUSPENDEED LOADS, OR EQUIPMENT.

PERSONAL PROTECTIVE EQUIPMENT REQUIREMENTS

- EYE PROTECTION-Z87+ • HARD HAT • GLOVES
- HIGH VIZ GARMENT • FR CLOTHING
- FACE SHIELD • EAR PLUGS • BOOTS
- **TASK SPECIFIC PPE** (FACESHIELD, METATARSAL, ETC.)

PONTENTIAL HAZARDS

- UNMARKED UTILITIES • CAVE-IN • OPEN HOLE
- FALLING OBJECTS • SPILLS/LEAKS • TEMP./WEATHER
- TRAFFIC • FIRE • SLIPS, TRIPS, FALLS
- REPETITIVE MOTION STRESS • EXCAVATION >4FT.
- SUBCONTRACTOR (safety culture) • ELECTRICITY
- GAS LINES • BIOLOGICAL, ANIMALS, INSECTS
- ISOLATED WORK
- **EQUIPMENT HAZARDS:**
- SWING RADIUS • STRUCK BY • LINE OF FIRE
- OVERHEAD/UNDERGROUND LINES • FLYING DEBRIS
- EXCESSIVE NOISE

HAZARD CONTROLS

- SUPERVISION OVERSIGHT • TASK PRE-PLAN MEETING
- EMERGENCY ACTION PLAN • WATER, REST, SHADE
- TOOLS INSPECTED FOR JOB • POTHOLE UTILITIES
- SWPPP • LOOK UP & LIVE

HIERARCHY OF CONTROLS

- **ELIMINATION** – CAN HAZARD BE REMOVED COMPLETELY?
- **SUBSTITUTION** - CAN THE HAZARD BE REPLACED WITH ONE THAT HAS LESS SEVERE CONSEQUENCE?
- **ENGINEERING** – CAN YOU MAKE CHANGES TO THE PROCESS/EQUIPMENT TO REDUCE THE LIKELIHOOD OF INCIDENT?
- **ADMINISTRATION** – CAN YOU ESTABLISH POLICIES/ PROCEDURES TO MINIMIZE RISK EXPOSURE? IS THERE AN SOP? DO WE NEED AN SOP?
- **PPE** – LAST LINE OF DEFENCE, CAN ONLY HELP PROTECT, NOT PREVENT.

JOB SAFETY ANALYSIS: WHO, WHAT, WHERE, WHEN AND HOW

JOB STEPS:

- IDENTIFY ROLES AND RESPONSIBILITIES AMONGST CREW
- WHO IS DOING WHAT?
- DEMAND SPECIFIC INPUT FROM ALL CREW MEMBERS.
- WHAT IS THE PLAN FOR CONFLICTING UTILITIES?
- HOW WILL TASKS BE COMPLETED SAFELY?

HUMAN PERFORMANCE AND LOSS PREVENTION TOOLS

- 3 WAY COMMUNICATION • UTILIZE SPOTTERS
- 2 MINUTE RULE • 360' WALK AROUND
- STAR-STOP-THINK-ACT-REVIEW
- BE YOUR BROTHER'S KEEPER

QUESTIONING ATTITUDE:

- DO I HAVE THE KNOWLEDGE, TRAINING, AND TOOLS TO COMPLETE TASK?
- WHAT CAN GO WRONG?
- WHAT'S THE WORST THAT COULD HAPPEN?
- AM I FIT FOR DUTY?
- STOP WORK AUTHORITY TRIGGERS DISCUSSED?
- IS ANYONE UNCOMFORTABLE USING STOP WORK AUTHORITY?

WORKSITE PROTECTION

- TAKE PHOTOS BEFORE AND AFTER ALL JOBS, EVERYDAY.
- SHORE ANY EXCAVATIONS SUBJECT TO TRAFFIC, WITHIN 10FT OF ROADWAY.
- ALL EXCAVATIONS PLATED, OR FENCED AND COVERED?
- REMOVE ALL TRASH.

