



JSA Checklist

- Project Location:** *An address or intersection where the work is to be performed.*
- Project Number:** *The name or number assigned to the project.*
- Date:** *Date in which the form is filled out.*
- Weather Conditions:** *Sunny, cloudy, rain, snow, sleet, wind, temperature.*
- Prime Contractor:** *If you are a sub, list the name of the prime and if your the prime, list company.*
- Sub-Contractor (s):** *If you are the prime, list all of your sub-contractors and if you are the sub, list your company name.*
- Scope of Work:** *Pipe installation, setting bridge beams, sand blasting, road work, etc.*
- Check Boxes:** *Check the boxes that apply to your scope of work.*
- Sequence of Events:** *Locate utilities, excavate, install pipe (# of feet), prep forms, install forms, pour forms, set up traffic control, road closures, etc.*
- Potential Hazards:** *Hit the utility, cave in, crushing, falls, struck by.*
- Control Measures:** *Hand dig, dig to proper angle, shoring system, fall protection, advanced warning, PPE.*
- Tools and Equipment:** *Shovels, utility locators, gas monitors, rescue equipment, slings, hooks, saws, generators, pumps, etc.*
- PPE:** *Check the appropriate box(s) that apply.*
- Prepared By:** *Name of the person filling out the form.*
- Position:** *Title of person filling out the form.*
- Names:** *Name(s) of crew members involved in the project.*

All of this information should be kept on file for the duration of the project as reference.