



JSA Quality Assessment Tool Guidelines for Assessors

- Recommended minimum of one JSA Quality Assessment per work crew per month.
- While approaching job location, stop, observe work activity and look for uncontrolled hazards, PPE deficiencies etc. It's important to address any non-conformance immediately.
- Address initial positive and at-risk observations with Supervisor.
- Locate JSA at job location and verify applicable permits and critical checklists are attached if needed for work scope
- Score each question as shown below
 - 3 = Meeting Expectations
 - 2 = Partially meets expectations and should be improved
 - 1 = Does not meet expectations
- Utilize the Comment section to justify score as needed (examples below)
 - Scored 3 for JSA being updated to reflect changes in work scope or job condition
 - Scored 2 for Supervisor conducting JSA review but not soliciting feedback
 - Scored 1 for JSA not being signed by the entire crew involved in the task
- Before leaving job, discuss with the Supervisor both positive observations and areas that require improvement.
- Track JSA quality Leading Indicators by Contractor or Project to determine if corrective actions are needed.



JSA Quality Assessment Tool

Assessor: _____

Date: _____

Job Location: _____

Supervisor: _____

JSA QUALITY ELEMENTS		EFFECTIVENESS (1-3)	COMMENTS
1. Supervisor and all workers participated in preparation of the JSA			
2. JSA is reviewed with all crew members for understanding of task			
3. JSA is signed by all workers and supervisor			
4. JSA is readily visible and appropriately maintained at job location			
5. JSA prepared is for a single task (i.e. separate JSAs for multiple tasks)			
6. Task is clearly outlined and is broken down into sufficient number of steps and controls			
7. Potential hazards identified are specific (i.e., what could hurt you?, where is the hazard?, what could go wrong?) and clearly correspond to each task step			
8. Safety Controls for hazards are specific (quantifiable, observable) for each hazard and prevention of hazard is addressed (e.g. required PPE is listed on JSA)			
9. High Risk activities have been identified and mitigations are in place including critical checklists			
10. Field observations at job location indicate all workers are following JSA (e.g. PPE, steps, mitigations, LMRA)			
11. Selected worker demonstrates understanding of hazards for task on JSA			
12. JSA Daily Renewal is utilized in the field to reflect changes in the work scope, job condition, or insights from the toolbox talk			
Score	Effectiveness	TOTAL SCORE	Additional comments:
3	Meets expectations		
2	Partially meets expectations and should be improved		
1	Does not meet expectations		
		OVERALL % (100 x Total Score / 36)	