

HOW TO MAKE JSAs INTENTIONAL

NO MORE MUNDANE, PRE-TASK MEETINGS. GET YOUR CREW OFF ON THE RIGHT FOOT. WORRY LESS ABOUT THE PAPERWORK.

BEFORE THE MEETING

- Perform pre-task analysis.
- Identify the tasks with most risk.
- Determine if refresher training is needed in advance.
- Supervisor identifies the tasks for the day but do not list the hazards or mitigation methods. (Save that for crew engagement).
- Determine if an interpreter will be needed for non-English speaking team members.

THE BASICS

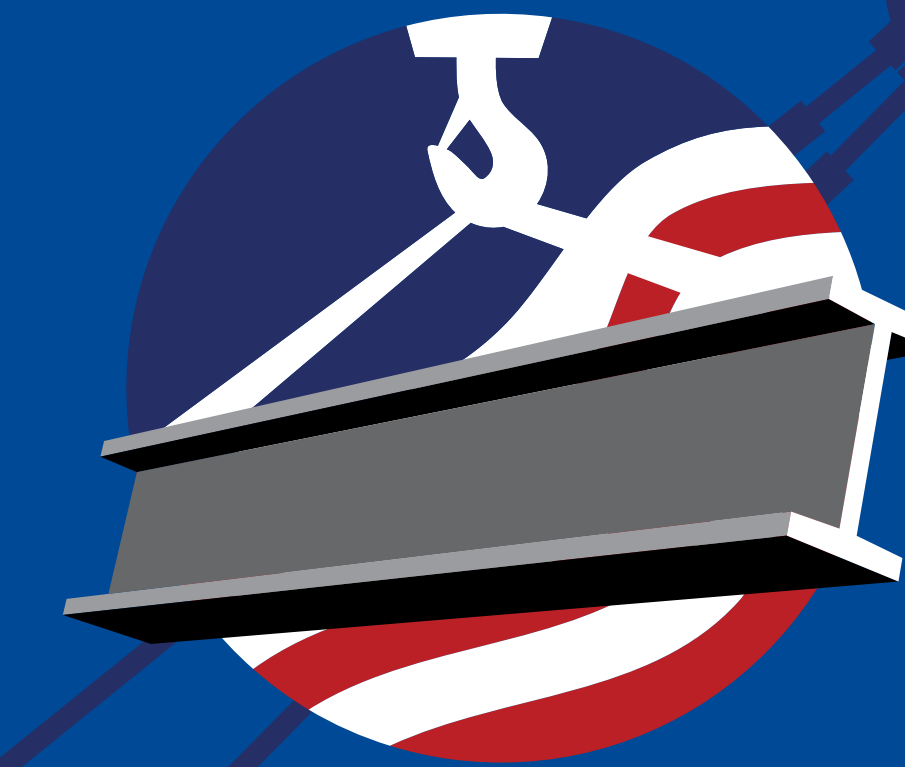
- Supervisor holds meeting as near as possible to the work area.
- Supervisor surveys work area for other trades that could enter the active steel erection area.
- Determine if barricades are needed to prevent entry.
- Supervisor establishes a coordinated plan for allowable entry for other trades.
- Establish and communicate the process.
- Identify what's non-negotiable in terms of adjusting process in the field.

GET THE TEAM INVOLVED

- Take turns assigning a team member to lead meeting.
- Review tools and PPE to be used, hazards and corrective measures.
- Crew walks area looking for soft spots, trenches, holes, etc. that may present risks to equipment and personnel.
- Crew identifies the hazards and methods of mitigation.
- Supervisor make eye contact with each crew member. Does everyone have their head in the game?
- Supervisor asks for questions. Make sure each member understands the work to be done and the risks.
- Field workers understand how risk mitigation can create new risks. Ask for their insight.

AFTER THE MEETING

- Supervisor makes periodic checks that plan is being followed.
- Supervisor asks for feedback on how to improve the meetings.



**STEEL ERECTORS
ASSOCIATION OF AMERICA**

