

Mission Support Alliance  
**CONSTRUCTION PRE-JOB BRIEFING**

DEFINE SCOPE - IDENTIFY HAZARDS - HAZARD CONTROLS - PERFORM WORK - FEEDBACK

Contract Name/Project Number:

Contractor/Sub Tiers:

Job Location:

Job Description (*List*):

**NOTE:** Reference project specific JSA for work activity, hazards present, required safety hazard controls, and PPE. If hazard is not addressed on K-2 JSA, write a K-3 JSA to identify and control hazards prior to doing the work.

**Supervisor:**

\_\_\_\_\_ *Print First and Last Name*

\_\_\_\_\_ *Signature*

\_\_\_\_\_ *Date*

**PRE-JOB BRIEFING**

Discuss the Work Scope	Yes	No	Identify the Hazards	Yes	No
Discuss: ISMS - the scope for the day, ensure the JSA and WRCSO covers planned work.	<input type="radio"/>	<input type="radio"/>	Discuss current and pending weather conditions ( <i>i.e., lightning, freezing rain, windy with gusts &gt; 35 mph, etc.</i> ).	<input type="radio"/>	<input type="radio"/>
Reference JSA task to ensure work is covered. If not, write a K-3 attachment and conduct another pre-job.	<input type="radio"/>	<input type="radio"/>	Review activity-specific hazards to be encountered during the task.	<input type="radio"/>	<input type="radio"/>
Discuss work scope, work steps, job assignments - who is in charge. Stay inside the scope/change of scope, stop and re-group with another pre-job.	<input type="radio"/>	<input type="radio"/>	Review expected radiological contamination and radiation level expected.	<input type="radio"/>	<input type="radio"/>
			Review chemicals and hazardous materials to be utilized or encountered ( <i>Beryllium, Asbestos, Lead, etc.</i> ).	<input type="radio"/>	<input type="radio"/>
Perform daily work site/area inspection prior to the start of work/any during the shift.	<input type="radio"/>	<input type="radio"/>	Review MSDS for chemical products to be used and the location of MSDS.	<input type="radio"/>	<input type="radio"/>
Constantly maintain worksite housekeeping.	<input type="radio"/>	<input type="radio"/>	Discuss the use of the "Two Minute Drill" when restarting work or change of conditions are found.	<input type="radio"/>	<input type="radio"/>
Identify equipment pre-use inspection requirements and any deliveries.	<input type="radio"/>	<input type="radio"/>	Discuss LO/TO requirements/training and responsibilities. Identify TAF or 8 Point Criteria being utilized.  Specify:	<input type="radio"/>	<input type="radio"/>
Review waste disposal and mitigation requirements ( <i>wash out areas, trash separation, etc.</i> ).	<input type="radio"/>	<input type="radio"/>			
Changing condition recognition - imminent danger - STOP WORK.	<input type="radio"/>	<input type="radio"/>			
Identify where the contractors emergency contact list, JSA, and pre-job will be located ( <i>job trailer, supervisor, truck, etc.</i> ) during job execution.	<input type="radio"/>	<input type="radio"/>			
General Discussion	Yes	No	Emergency Preparedness/Response	Yes	No
Site access, security procedures, other working in or near the work area and current workplace conditions.	<input type="radio"/>	<input type="radio"/>	Discuss "Respond to all alarms as real, unless told otherwise". Identify staging and take cover area ,emergency number 373-0911.	<input type="radio"/>	<input type="radio"/>
Material handling/securing loads properly.	<input type="radio"/>	<input type="radio"/>	Identify job site eyewash stations, first aid kit and spill kit locations.	<input type="radio"/>	<input type="radio"/>
What are the critical steps of the work activity? What is the worst thing that could go wrong? Possible error precursors or flawed defenses? What barriers or defenses are needed?	<input type="radio"/>	<input type="radio"/>	Identify emergency contacts names and phone number ( <i>emergency contact is 373-0911, patrol site dispatch is 373-3800</i> ), MSA call list numbers ( <i>CM, PM, Directors, Vice Presidents</i> ).	<input type="radio"/>	<input type="radio"/>
STOP WORK authority ( <i>DOE-0343</i> ) STAR ( <i>Stop/Think/Act/Review</i> )	<input type="radio"/>	<input type="radio"/>	Identify facility communication contact names, phone numbers and protocol ( <i>if any</i> ).	<input type="radio"/>	<input type="radio"/>

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**CONSTRUCTION PRE-JOB BRIEFING** (Continued)

*"SAFETY IS EVERYONE'S RESPONSIBILITY"*

Identify Hazard Controls	Yes	No
Review Radiological hold points and RWP controls, including methods to minimize exposure/RWP No.: _____	<input type="radio"/>	<input type="radio"/>
Review any electrical, QC, or other inspection points witness or hold as required for the work being performed	<input type="radio"/>	<input type="radio"/>
Review special communication equipment or techniques required during work performance ( <i>spotters, etc.</i> )	<input type="radio"/>	<input type="radio"/>
Review hazard controls from permits including how and when they apply to the work ( <i>i.e., Competent Person Excavation, etc.</i> )	<input type="radio"/>	<input type="radio"/>
Identify the location of eyewash and spill kits	<input type="radio"/>	<input type="radio"/>
Review "Skill of the Craft" tasks and following training/manufacture's instructions	<input type="radio"/>	<input type="radio"/>

**Specific Protective Equipment and Supplies** (*Check if Needed*)

<input type="checkbox"/> Air Monitor	<input type="checkbox"/> Face Shield	<input type="checkbox"/> Gloves	<b>MANDATORY PPE:</b> • Substantial footwear-construction work boots, cut resistance gloves working with any sharp object. • Hardhats meeting ANSI Z89.1 criteria • Nonconductive frame safety glasses meeting ANSI Z87.7 ( <i>2003 criteria</i> ) • High visibility vests/clothing Other ( <i>specify</i> ):
<input type="checkbox"/> Barricade Safety Cones	<input type="checkbox"/> Fall Protection	<input type="checkbox"/> Goggles	
<input type="checkbox"/> Coveralls	<input type="checkbox"/> Fire Extinguisher	<input type="checkbox"/> Spotters	
<input type="checkbox"/> Disposable Coveralls	<input type="checkbox"/> Flame Retardant (FR) jacket	<input type="checkbox"/> Pedestrian Controls	
<input type="checkbox"/> Knee Pads	<input type="checkbox"/> Parking Controls	<input type="checkbox"/> Lifeline	
<input type="checkbox"/> Ear Muffs/Plugs	<input type="checkbox"/> Respirator and Cartridges	Lock-out/Tag-out <input type="checkbox"/> TAF or 8 Point Criteria	

Worker Certification Required	Yes	No	Equipment Inspections ( <i>Check if Needed</i> )		
Crane Operator	<input type="radio"/>	<input type="radio"/>	<input type="checkbox"/> Aerial Lift	<input type="checkbox"/> Scaffold	<input type="checkbox"/> Ladder(s)
Forklift Operator	<input type="radio"/>	<input type="radio"/>	<input type="checkbox"/> Chain Fall	<input type="checkbox"/> Earthmoving Equipment	<input type="checkbox"/> Hand Tools
Qualified Rigger	<input type="radio"/>	<input type="radio"/>	<input type="checkbox"/> Crane	<input type="checkbox"/> Rotating Equipment	<input type="checkbox"/> Commercial Vehicle
Mobile Equipment Operator	<input type="radio"/>	<input type="radio"/>	<input type="checkbox"/> BTH Rigging	<input type="checkbox"/> Air-powered tools	<input type="checkbox"/> Power Tools
Competent Person ( <i>lead, asbestos, etc.</i> )	<input type="radio"/>	<input type="radio"/>	<input type="checkbox"/> Compacting Equipment	<input type="checkbox"/> Forklift	<input type="checkbox"/> Generator
Fire Watch	<input type="radio"/>	<input type="radio"/>	Other ( <i>specify</i> ):		
Other ( <i>specify</i> ):					

Electrical	Yes	No	Excavation/Backfill	Yes	No	Environmental	Yes	No
Electrical Shock/Overhead Lines	<input type="radio"/>	<input type="radio"/>	Access and Egress	<input type="radio"/>	<input type="radio"/>	Temperature Extreme	<input type="radio"/>	<input type="radio"/>
Arc flash/clothing required?	<input type="radio"/>	<input type="radio"/>	Daily Trench Inspection checklist	<input type="radio"/>	<input type="radio"/>	Wet bulb monitoring required	<input type="radio"/>	<input type="radio"/>
Overhead power lines	<input type="radio"/>	<input type="radio"/>	Excavating/backfill equip. used	<input type="radio"/>	<input type="radio"/>	High wind/rain/snow/ice	<input type="radio"/>	<input type="radio"/>
MSA/EU Site Visit & documentation	<input type="radio"/>	<input type="radio"/>	Underground utilities	<input type="radio"/>	<input type="radio"/>	Noise	<input type="radio"/>	<input type="radio"/>
Grounded properly	<input type="radio"/>	<input type="radio"/>	Identified and marked ( <i>barrier</i> )	<input type="radio"/>	<input type="radio"/>	Traffic	<input type="radio"/>	<input type="radio"/>
Hazardous energy	<input type="radio"/>	<input type="radio"/>	Hazardous energy	<input type="radio"/>	<input type="radio"/>	Snakes, animals, etc.	<input type="radio"/>	<input type="radio"/>
Signs/Barricades	<input type="radio"/>	<input type="radio"/>	Traffic, foot, truck, equipment	<input type="radio"/>	<input type="radio"/>	Excavation of artifacts - stop work immediately	<input type="radio"/>	<input type="radio"/>
Other ( <i>specify</i> ):			Undercut structure	<input type="radio"/>	<input type="radio"/>			
			<b>Excavation Hazard Control</b>	<b>Yes</b>	<b>No</b>	<b>Env. Hazard Control</b>	<b>Yes</b>	<b>No</b>
			Shored/sloped/barricaded	<input type="radio"/>	<input type="radio"/>	Spill Kit containment	<input type="radio"/>	<input type="radio"/>
			Competent person	<input type="radio"/>	<input type="radio"/>	Signs/barricaded	<input type="radio"/>	<input type="radio"/>
			Safety/health concerns or issues?	<input type="radio"/>	<input type="radio"/>			

