

IndustrySafe – JSA Email Alerts

Email Alert	Description	Timing	Status
Open For Review	Sent to JSA Reviewers and the Supervisor when the Status is changed to “Open for Review”. Also sent if the Status is already set to “Open for Review” and the Supervisor is changed or a JSA Reviewer is added.	Immediate	Enabled
Feedback Received	Sent to EHS Admin and Supervisor with a summary of feedback received in the last 30 days. EHS Admin and Supervisor get a Summary of feedback received (user gets one email for all of their JSAs where the status is “Feedback Received” with list of submissions in the past. The link in the email takes the user to the JSA Feedback Log filtered for all JSA Records where the user is listed under Supervisor or Analysis Done by and the date of feedback is within the last 30 days.	Daily, Weekly, Bi-Weekly, Monthly	Enabled
Ready for Field	Sent to EHS Admin, Supervisor, and JSA Reviewers when Status is changed to “Ready for Field”.	Immediate	Enabled
JSA Complete Email Alert	Sent to Analysis Done By (EHS Admin) and Supervisor when Status is changed to “Complete”.	Immediate	Enabled