## Traffic Control

1. **Purpose**

The purpose of this policy is to aid in the prevention of traffic control incidents, minimize the risks for injury or illness to employees and the public, to prevent damage or loss of property and prevent project delays.

1. **Traffic Control Plan**

Effective temporary traffic control provides a safe and efficient method of controlling vehicles, pedestrians, work equipment, and employees near roadways and intersections. Proper flagging and roadway controls are essential to maintaining a safe working environment.

Prior to starting a job, a traffic control plan must be completed to evaluate the known risks, potential hazards, and movement of traffic and pedestrians through the work area.

The traffic control plan shall evaluate and determine the four sections of roadway that must be adequately marked for public motorists, employees, and equipment on the jobsite.

1. Advance Warning Area

An advanced warning area informs the motorists on the roadway of what is to come down the road. This area must be marked signaling an upcoming work zone or roadway closure. Warning signs, flashing lights, and barricade warnings shall serve a notice.

1. Transition Area

A transition area is the area where the roadway is diverted, traffic is slowed, or vehicles are directed to move into adjacent lanes.

1. Activity Area

The activity area of the control plan is where work will takes place. The activity area must allow a space for traffic, a buffer zone, and a work area. The buffer zone allows space between the traffic are and the workspace. No work, tools, equipment, machinery or employees are allowed in the buffer zone.

1. Termination area

The termination area is where traffic is allowed to return to normal flow on the roadway.

1. **Control Methods**

Depending on the scope of work, traffic control methods shall be utilized to minimize the risk of injury and property damage. Traffic control methods can include, but are not limited to:

* Roadway Tapers
  + Merging, shifting, shoulder, downstream, one-lane, or two-way
* Detours
* Diversions
* Hand Signaling or Flagging
* Signs, barricades, cones, barrels, or other control devices

1. **Pedestrians and Employees**

Pedestrians and employees in a traffic controlled zone should never be led into conflict with vehicles, the worksite, or equipment. Pedestrians shall be allowed a safe and convenient travel path. The needs of pedestrians can range widely and can include movement impaired, deaf, or blind. Therefore, every effort shall be made to safely separate pedestrians from worksite hazards and traffic with crashworthy barriers. Pedestrians shall have the right of way.

Employees and flaggers working in traffic controlled areas shall be provided with high visibility vests and personal protective equipment required by the job. Employees shall have a working knowledge of the traffic control plan, understand control methods used, and have authority to stop work if unsafe conditions arise.

1. **Hand-Signaling Controls**

Flaggers are the main contact between the public and the worksite and are responsible for the safety of the temporary traffic control. Their primary function is to direct traffic and pedestrians safely around the work zone.

Employees serving as flaggers are required to have training in flagging techniques and knowledge of the following items:

* Provided flagging equipment and hand signal devices
* Work zone layout and traffic control methods in place
* Pedestrian paths
* Entrance of emergency vehicles into the work area or traveling through the traffic controlled area
* Signaling traffic to stop, yield, slow down, and go
* Handling hostile drivers or pedestrians
* Proper flagging methods to safely control traffic

1. **Personnel Duties**

**Employee Duties:**

All employees shall:

* Take immediate action if imminent danger exists to preserve life or property, by stopping work at the site, contacting a supervisor and if appropriate, calling 911.
* Immediately notify their supervisor of unsafe behaviors or threats to employee or public safety. All incidents shall be reported to company supervisors or management.
* Wear the provided high visibility vests and personal protective equipment.
* Participate in employee training on the site specific traffic control plan.

**Management Duties:**

Company management shall:

* Ensure the traffic control plan is appropriate and all controls methods are in place prior to work commencing.
* Ensure any required permits have been received and local authorities have been notified as needed.
* Provide training and evaluate employee knowledge of the site specific traffic control plan.
* Provide flagging equipment and ensure employees serving as flaggers have received training.

1. **Training**

All employees working in a traffic controlled worksite will be provided training on the site specific traffic control plan. Training shall notify employees:

* Of the site specific traffic control plan
* Safe traffic control practices and methods used at the jobsite
* Proper flagging requirements
* Communicating discovered hazards to supervisors and others at the jobsite
* Jobsite emergency action plans
* Correctly directly traffic and pedestrians
* Actions that need to be taken in the event of an incident

Training shall be provided by a competent person familiar with the jobsite traffic control plan. All training shall have written documentation with the instructor name, participant names, date, training topic, and evidence of participant understanding and knowledge.