


POLICY: Road Work and Traffic Control			NUMBER: WP-71
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			SUPERSEDES: New

SCOPE

The *Occupational Health and Safety Act and Regulations* makes it mandatory that workers performing road work and traffic control persons be protected from hazards. This includes not only personal protective clothing and equipment but also measures and devices to guard against the dangers of vehicular traffic. Safety should receive prime consideration in planning for working on road ways and traffic control. This policy addresses the various steps that must be in place prior to the initiation of any work on roads accessible to any kind of vehicular traffic.

PURPOSE

The STOP / SLOW sign must be used by any worker performing the duties of a traffic control person.

A worker must not direct vehicular traffic for more than one lane in the same direction.

The employer must ensure that only a competent worker performs the duties of a traffic control person. A competent worker is someone who is qualified to perform the work because of knowledge, training, and experience; is familiar with the *Occupational Health and Safety Act* and with the regulations that apply to the work; and has knowledge of all potential or actual danger to health or safety in the work.

The requirement that the traffic control person is in no way distracted or otherwise impeded from performing duties in a safe manner.

The employer must ensure that each traffic control person receive adequate oral and written instructions.

The specifications for the protective clothing all workers must wear while performing the duties on road ways or as a traffic control person.

Note: when there is at least 1 lane open to vehicular traffic in both directions, and the work being performed does not impede on the active lane(s), a Traffic Control Person (TCP) is not required.

RESPONSIBILITY

Compliance with all steps outlined in this policy is the responsibility of the appropriate supervisor and the workers carrying out the procedure.

In the regulations, the employer is responsible for writing and implementing a traffic protection plan for workers on a project if any of them may face hazards from vehicular traffic; this document has been prepared to fulfil this requirement.

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<p><u>INSTRUCTION</u></p> <p>All workers required to use this procedure will receive an initial briefing by their supervisor.</p> <p><u>Personal Protective Equipment (PPE)</u></p> <p>The supervisor must ensure that workers and traffic control persons clearly understand the requirements regarding the PPE they must wear, including the following:</p> <ul style="list-style-type: none"> - Hard hat, CSA approved (when required, at discretion of Supervisor) - Safety boots, CSA certified, Grade 1 (green triangular CSA patch outside, green rectangular label inside) - Garment, usually a vest, covering the upper body with high visibility and retroreflective tape. - Reliable radios for proper communication between the Traffic Control Persons (TCP) - Stop / Slow sign for each TCP (to be available on site, whether or not TCP is actively directing traffic) <p><u>PREPARATION</u></p> <p>Before they start work, ensure that each TCP can demonstrate understanding of:</p> <ol style="list-style-type: none"> 1) the type of work they will be involved with – landscaping, installing pipe or irrigation system, grading, cut and fill, etc. 2) the type of equipment to be used – scrapers, trucks, compactors, wood chippers, etc. 3) how the equipment will be operating – crossing road, along the shoulder, in culverts, backing up, etc. 4) how to direct work and public traffic (emphasize that public traffic has priority over work and construction equipment) 5) the requirement that they protect workers setting up components of the traffic control system such as signs, delineators, cones and barriers 6) any special conditions governing road use (many employers forbid work during urban rush hours) 7) how public traffic will flow – for example, along a two lane road, around curves or hills, by detour or on a road narrowed to a single lane (these are very common situations and require two traffic control persons to ensure that vehicles do not move in opposing directions at the same time; in some cases, where the two cannot see one another, a third is necessary to keep both in view and relay instructions). 	

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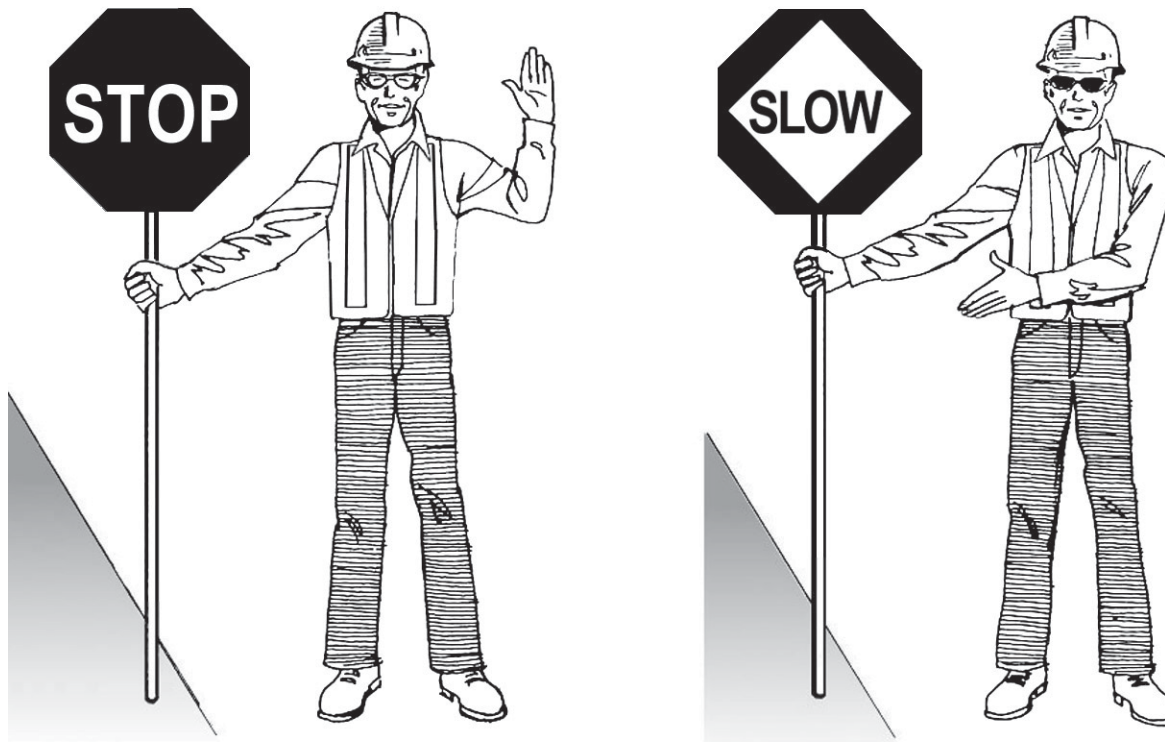
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PROCEDURE

How to signal

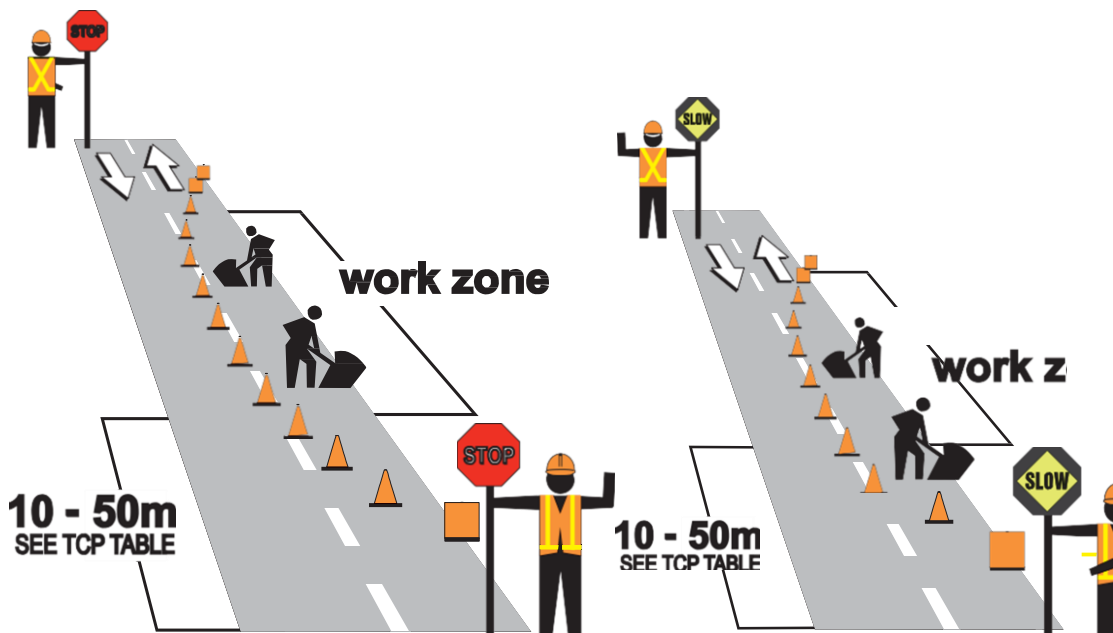
- 1) Use the STOP/SLOW sign and your arms as shown in the illustrations below.



- 2) Hold your sign firmly in full view of oncoming traffic.
- 3) Give the motorist plenty of warning. Don't show the STOP sign when the motorist is too close. The average stopping distance for a vehicle travelling at 50 kilometres per hour (30 miles per hour) is 45 metres (150 feet). Higher speeds require more stopping distance.
- 4) When showing the SLOW sign, avoid bringing traffic to a complete halt. When motorists have slowed down, signal them to keep moving slowly.
- 5) When showing the STOP sign, use firm hand signals and indicate where you want traffic to stop. When the first vehicle has come to a complete stop:
 - move to a position just beyond the driver's side of the vehicle while staying a safe distance (2-3 metres) ahead of it
 - position yourself so that you are clearly visible to all other vehicles approaching behind the first one, but make sure you stay in the lane of the roadway in which you are controlling traffic

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- stay a safe distance away from the dividing line between your lane and the adjacent lane (never encroach on the adjacent lane – traffic is coming from the opposite direction, you can't see it coming, and you may not be able to hear it either).
- 6) Before moving traffic from a stopped position, make sure the opposing traffic has stopped and that the last opposing vehicle has passed your post. Then turn your sign and step back on the shoulder of the road.
 - 7) Stay alert, keep your eyes on approaching traffic, make your hand signals crisp and positive.
 - 8) Coordinate your effort with nearby traffic signals to avoid unnecessary delays, tie-ups, and confusion.
 - 9) Do not use red flags to control traffic.
 - 10) In some situations, two-way traffic may be allowed through the work zone at reduced speed, with a TCP assigned to each direction. Since motorists can be confused or misled by seeing the STOP side of the sign used in the opposite lane, the signs must be modified. The STOP side must be covered to conceal its command. This should prevent drivers from stopping unexpectedly.



Typical Arrangement on a Two-Lane Roadway