

## WORKSITE TRAFFIC MANAGEMENT SECTION 3

It is the intention of this section of the Fieldworkers Handbook to provide high level traffic management guidance to employees and contractors of Victorian electrical distributions companies that will complement their organisational specific traffic management policy and procedures.

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## 1. TRAFFIC MANAGEMENT - GENERAL

Standards Australia Traffic Management Standards and the Worksite Safety – Traffic Management Code of Practice (Road Management Act) detail specific requirements for traffic management measures. Each Victorian electrical distribution business is required to comply with the provisions described within these documents and other relevant legislation when carrying out traffic management.

## 2. THE PURPOSE OF TRAFFIC MANAGEMENT

1. Provide a safe workplace, and to protect both employees and members of the public.
2. Warn the road user of the hazards ahead.
3. Guide traffic (both vehicular and pedestrian) safely through, around or past the worksite.

## 3. TRAFFIC CONTROL RESPONSIBILITIES

1. Persons involved in traffic management must be appropriately trained and qualified to carry out traffic management functions for the activities they are required to perform.
2. All work locations shall be assessed for the risk of traffic hazards and where traffic management is required, a traffic management plan shall be in place.
3. Primary risk factors such as traffic speed, work area clearance to traffic, traffic volume, visibility, road conditions, cyclists and pedestrians need to be considered.
4. Traffic management safety measures are required to be selected on a practicable basis using the “Hierarchy of Controls”:
  - Elimination /Substitution, e.g. Road closure
  - Engineering /Isolation, e.g. Lane closure
  - Administrative /Behavioural, e.g. Traffic controller
5. Specific traffic management scenarios such as work on freeways, closing a lane on an arterial road and erecting speed limit signs require consent from the relevant responsible road authority.
6. As part of job planning, notification to other organisations such as councils, police and VicRoads should be considered.

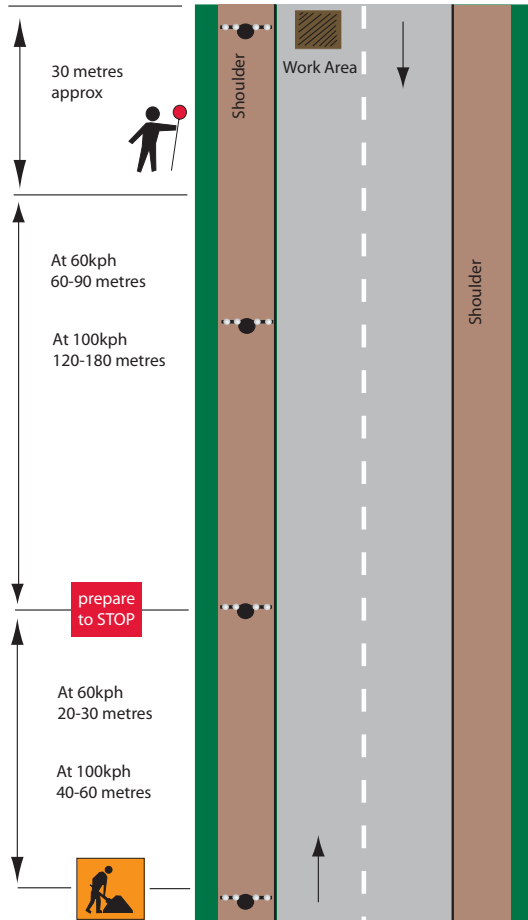
7. Poles laying in road reserves, materials or trenching shall be managed as part of the overall traffic management plan for the work site.
8. The required signs and devices shall be obtained before beginning any job.
9. Suitable high visibility protective clothing shall be worn at all times when working on or near roads.
10. Consideration must be given to locating vehicles and equipment at the work site in the least possible hazardous location to other road users.
11. Vehicle mounted warning devices such as flashing yellow lights are designed to assist in warning traffic that a vehicle is a possible obstruction. They normally complement other devices used to identify a work site and they indicate the presence of workers on the roadway.
12. Signs and devices must comply with standards.
13. When installing signs and other warning devices, they should be positioned so that they:
  - Are clearly visible.
  - Cannot be obscured by vegetation or parked cars.
  - Do not obscure other devices.
  - Are not a hazard to the workers, pedestrians or road users.
  - Are generally placed one metre clear of the travelled path.
14. Signs and devices shall be regularly checked and maintained throughout the duration of the work to confirm the adequacy of the traffic management plan, i.e. visible and in original position.
15. Signs and devices shall be removed as soon as the work has been completed and the hazard ceases to exist.
16. Audit and review of traffic management activities is required to be undertaken as part of an organisations safety management system.

17. The Traffic Controller shall:
  - Wear suitable high visibility clothing.
  - Be responsible for the setting up and removal of the “Prepare to Stop” sign.
  - Stand in a location so they can be clearly seen by approaching traffic.
  - Have an emergency escape plan, should a driver fail to stop.
  - Give clear signals and instructions to road users.
  - Be courteous.

## 4. TRAFFIC MANAGEMENT PLANS

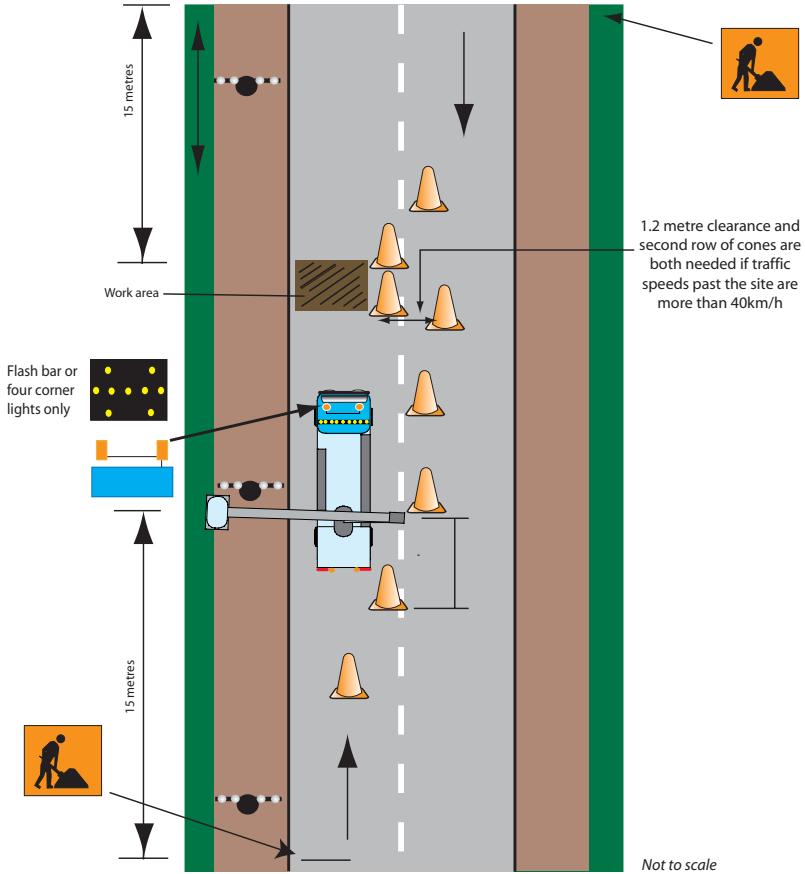
The following diagrams are provided as an example for basic guidance. These diagrams have been referenced from the Road Management Act 2004, Worksite Safety – Traffic Management Code of Practice.

For further information with more specific detail refer to the relevant Code of Practice and/or Australian Standard Field Guides.



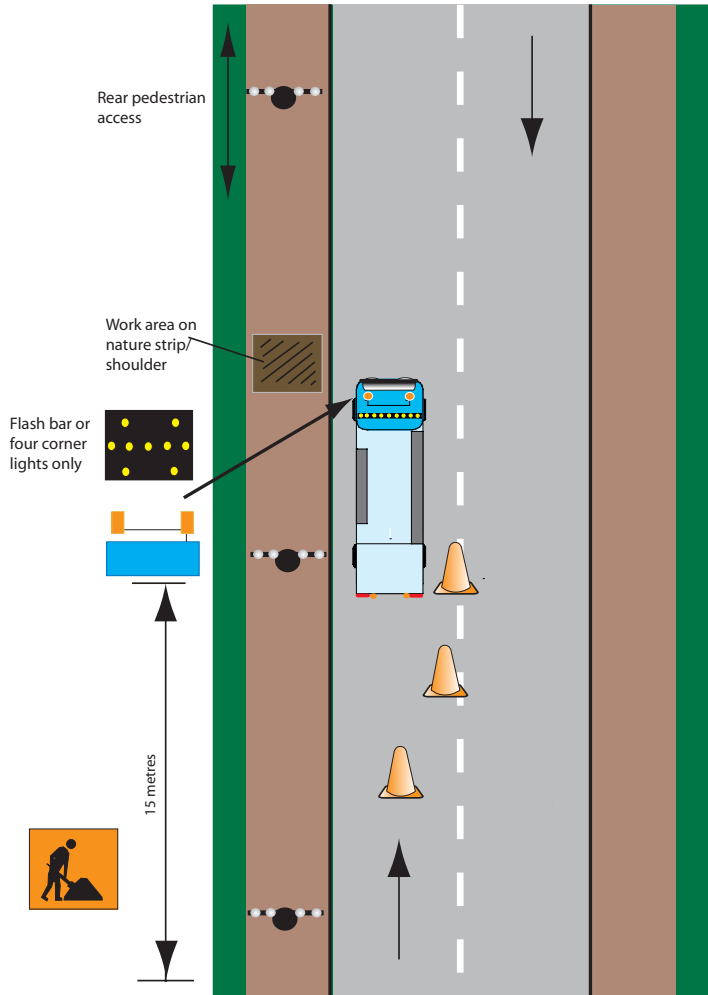
**Figure 1. Advanced Signing for Traffic Controller**

**NOTE:** Additional signs to these as required for the overall job site need to be placed as set out in AS1742.3



This traffic management plan can be used when traffic volumes are less than 40 vehicles per hour and are only occasional vehicles travelling at a speed greater than 50km/h

**Figure 2. Partial closure, 50km/h residential street**



This traffic management plan is appropriate for works on a nature strip or off the roadway, where a work vehicle is used as a filter between the work area and passing traffic. The speed of passing traffic should be 60km/h or less. Pedestrian and bicycle access past the work area should be retained.

**Figure 3. Work on a nature strip/shoulder**

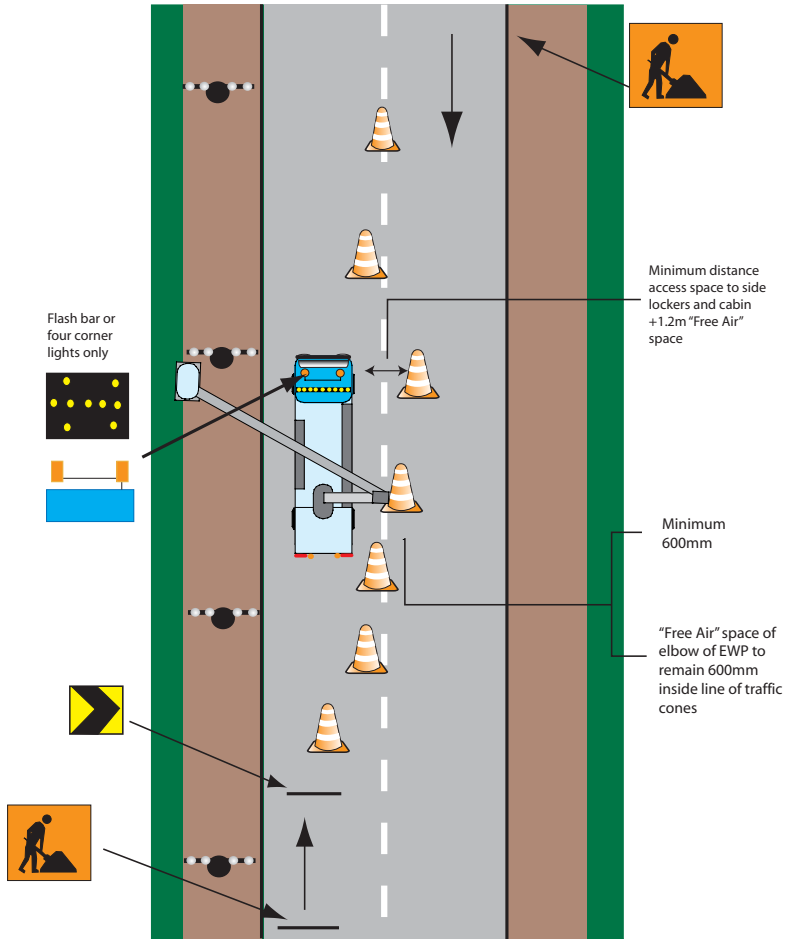


Figure 4 . Elevated work platform vehicle