

Site Traffic Control Measures

CONSIDER THE FOLLOWING	Yes	No	Comments / Action
Separation			
Are separate entries and exits provided for vehicles/plant and pedestrians including visitors?			
Do the entries and exits protect pedestrians from being struck by vehicles/plant?			
Does the layout of the workplace effectively separate pedestrians, vehicles and powered mobile plant?			
Are systems in place to keep pedestrians and moving vehicles or plant apart like physical barriers, exclusion zones and safety zones?			
Do systems, site rules and procedures support the separation of pedestrians and moving vehicles/plant?			
Are the systems, site rules and procedures adequately monitored and enforced?			
Have higher level controls been applied to separate moving vehicles/plant and pedestrians?			
Vehicle routes			
Are the roads and pathways within the workplace suitable for the types and volumes of traffic?			
Are loading zones clearly marked?			
Do vehicle route designs take into account vehicle characteristics under all conditions, for example emergency braking, running out of fuel or adverse weather?			
Are there enough parking places for vehicles and are they used?			
Are traffic directions clearly marked and visible?			
If a one way system is provided for vehicle routes within the workplace is it properly designed, signposted and used?			
Are vehicle routes wide enough to separate vehicles and pedestrians and for the largest vehicle using them?			
Do vehicle routes have firm and even surfaces?			
Are vehicle routes kept clear from obstructions and other hazards?			
Are vehicle routes well maintained?			
Do vehicle routes avoid sharp or blind corners?			

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Pedestrian routes			
Are pedestrian walkways separated from vehicles?			
Where necessary are there safe pedestrian crossings on vehicle routes?			
Is there a safe pedestrian route which allows visitors to access the site office and facilities?			
Are pedestrian walkways clearly marked?			
Are pedestrian walkways well maintained?			
Vehicle movement			
Have drive-through, one-way systems been used to reduce the need for reversing?			
Are non-essential workers excluded from areas where reversing occurs?			
Are vehicles slowed to safe speeds, for example speed limiters on mobile plant or chicanes on vehicle routes?			
Do drivers use the correct routes, drive within the speed limit and follow site rules?			
Signs			
Are there speed limit signs?			
Are there clear warnings of powered mobile plant hazards?			
Is there clear signage of pedestrian and powered mobile plant exclusion zones?			
Is there enough lighting to ensure signs are visible, particularly at night?			
Warning devices and technology			
Are flashing lights, sensors and reversing alarms installed on powered mobile plant?			
Has technology been utilised to reduce the risk of human error or alert to violations?			
Information, training and supervision			
Do drivers and operators have relevant licences or certificates? Are they trained in operating the particular model of plant being used?			
Have workers received site specific training and information on traffic hazards, speed limits, parking and loading areas?			

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Is information and instruction about safe movement around the workplace provided to visitors and external workers?			
Is the level of supervision sufficient to check traffic movement and ensure safety of pedestrians and drivers?			
Personal Protective Equipment			
Is PPE like high visibility clothing provided and used where necessary?			
Vehicle/plant safety			
Have vehicles and powered mobile plant been selected which are suitable for the tasks to be done?			
Do vehicles/plant have direct visibility or devices for improving vision like external and side mirrors and reversing sensors?			
Do vehicles and powered mobile plant have seatbelts where necessary?			
Is there a regular maintenance program for all vehicles and powered mobile plant?			
Is there a system for reporting faults on all vehicles and powered mobile plant?			
Do drivers carry out basic safety checks before using vehicles?			
Are there any other control measures that should be implemented to manage risks at your workplace?			

Overlapping Duties – Prompts

CONSIDER THE FOLLOWING	Yes	No	Comments / Action
Do we have key contact details for other PCBUs with overlapping duties?			
Have we consulted with other stakeholders or PCBUs in relation to any safety systems that may impact on their operations or workers? E.g. safe work procedures			
Have we consulted other PCBUs in regards to risks they may bring onto our site / may expose our workers to?			
Are there any activities (such as site emergency plans) that should be coordinated?			

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Do we have key contact details for other PCBUs with overlapping duties?			
Do we coordinate site induction activities?			
Do we share information on a regular basis, including incidents (and associated learnings)?			
Do we know that the workers of other PCBUs have the necessary knowledge, experience and certifications/licences to work on our site? How do we monitor this?			
Have we clearly communicated the requirements of the site and site rules (e.g. Traffic Management Plans) with other PCBUs?			
Do I know what risks my workers are being exposed to at the work sites they visit?			