

Section 22 – Traffic Management Plan

PURPOSE The Traffic Management Plan must consider and address hazards with respect to access/egress to and from the project, vehicular movement on the project and pedestrian traffic.

SCOPE Each project will be required to have a Traffic Management Plan designed to minimize potential hazards that may be created by vehicular traffic and/or mobile equipment.

RESPONSIBILITIES

Health and Safety Coordinator Responsibilities:

- Assist in developing Traffic Management Plan for all workplaces and sites where the constructor, owner of site management has not already developed a plan to be used.
- Comply with all the requirements as defined under the Occupational Health and Safety Act and Regulations.
- Distribute and communicate information to the appropriate parties regarding any nonconformance or deficiencies reported.

Senior Management Responsibilities:

- Take all measures reasonably necessary in the circumstances to protect employees from exposure to Traffic related hazards at all locations.
- Review Occupational Health and Safety Act and Regulations to ensure compliance within the Traffic Management Plan.
- Ensure the Traffic Management Plan is implemented across all areas of responsibility.
- Ensure that the equipment, materials and protective devices are provided, maintained in good condition and used as prescribed.

Supervisors Responsibilities:

- Ensure known Traffic Control related hazards are defined with a site specific plan and contained in the Traffic Management Plan.
- Brief all workers and Subcontractors on the Traffic Management Plan.
- Provide education and training to workers who are responsible for traffic control.
- Take prompt and appropriate action when contraventions with the Traffic Control Plan have been identified.
- Appoint competent traffic controllers to coordinate and direct traffic flow on site.
- Take every precaution reasonable in the circumstances for the protection of a worker.
- Where so prescribed, provide a worker with written instructions as to the measures and procedures to be taken for protection of the worker

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Workers Responsibilities:

- When performing traffic control duties do not undertake any other responsibilities.
- If required, participate in Traffic Control training.
- Report any traffic control violations immediately to your supervisor.
- Adhere to the requirements outlined in the Traffic Management Plan developed and implemented for the project.
- Works in the manner and with the protective devices, measures and procedures required by the Occupational Health and Safety Act and Regulations.
- Report to his or her Supervisor any contravention of the Occupational Health and Safety Act and Regulations or the absence/defect in any equipment or protective device.

PROCEDURE

Prior to commencement of work on the project, The **Supervisor** with the assistance of the **Health and Safety Coordinator** will;

1. Review the project layout drawings provided the constructor, owner of site management
2. Review local bylaws that govern public ways
3. Determine when peak traffic periods exist in the vicinity of the project and how traffic that accesses or egresses the project will be affected
4. Review the schedule and determine when peak vehicular/pedestrian traffic may occur -- plan deliveries and/or other activities that may affect public ways accordingly

Using a site map, ensure the following is define;

- Access / egress to and from the project
- Flow of traffic
- Parking of site vehicles (e.g. one side of the street)
- Delivery and off loading areas
- Lay down areas
- Mobile equipment storage
- Emergency vehicle access
- Compound storage areas
- Restricted parking area

Develop a written site specific Traffic Management Plan (**22-1 - Form**) that will be used in conjunction with a site map detailing all the specifics detailed above where the constructor, owner of site management has not already developed a plan to be used.

Notes:

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1. Through a well defined Traffic Management Plan, the safe movement of vehicular traffic and mobile equipment can be achieved.
2. The plan must be designed with a view to eliminate reversing of vehicular traffic and mobile equipment.
3. The flow of traffic on the site must be designed to allow for emergency vehicles to have complete access to all areas of the project
4. Depending on the project location, local police may be required to conduct traffic control duties, or trained traffic control personnel may be required.

Review the plan on a regular basis to ensure that it meets the ever changing construction environment.

Re-distribute and review with those affected

DISTRIBUTION

The Traffic Management Plan will be distributed as follows;

- To all Subcontractors and Suppliers during orientation meetings
- Reviewed with all workers
- Reviewed with Trained Traffic Control Personnel
- The **Health and Safety Coordinator**

RECORDS

Documentation and other information must be maintained on file for the duration of the project. Upon completion of the project, all information related to the Traffic Management Plan must be submitted to Head Office with all post site documentation.