# Traffic control measures

This checklist can help you implement effective control measures in your workplace.

| **CONSIDER THE FOLLOWING** | **Yes** | **No** | **Comments / Action** |
| --- | --- | --- | --- |
| **Isolation controls**  |  |  |  |
| Are separate entries and exits provided for vehicles and pedestrians including visitors? |  |  |  |
| Do the entries and exits protect pedestrians from being struck by vehicles? |  |  |  |
| 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? |  |  |  |
| **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? |  |  |  |
| **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** |  |  |  |
| Are flashing lights, sensors and reversing alarms installed on powered mobile plant? |  |  |  |
| **Information, training and supervision** |  |  |  |
| Do powered mobile plant operators have relevant high risk work licences? Are they trained in operating the particular model of plant being used? |  |  |  |
| Are traffic controllers appropriately trained and qualified?  |  |  |  |
| Have workers received site specific training and information on traffic hazards, speed limits, parking and loading areas? |  |  |  |
| Is information and instruction about safe movement around the workplace provided to visitors and external delivery drivers? |  |  |  |
| 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 safety** |  |  |  |
| Have vehicles and powered mobile plant been selected which are suitable for the tasks to be done? |  |  |  |
| Do vehicles have direct visibility or devices for improving vision like external and side mirrors and reversing sensors? |  |  |  |
| Are vehicles fitted with effective service and parking brakes? |  |  |  |
| 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 and powered mobile plant. E.g. daily pre-operational checks and log-books? |  |  |  |
| Are there any other control measures that should be implemented to manage risks at your workplace? |  |  |  |