TRAFFIC MANAGEMENT

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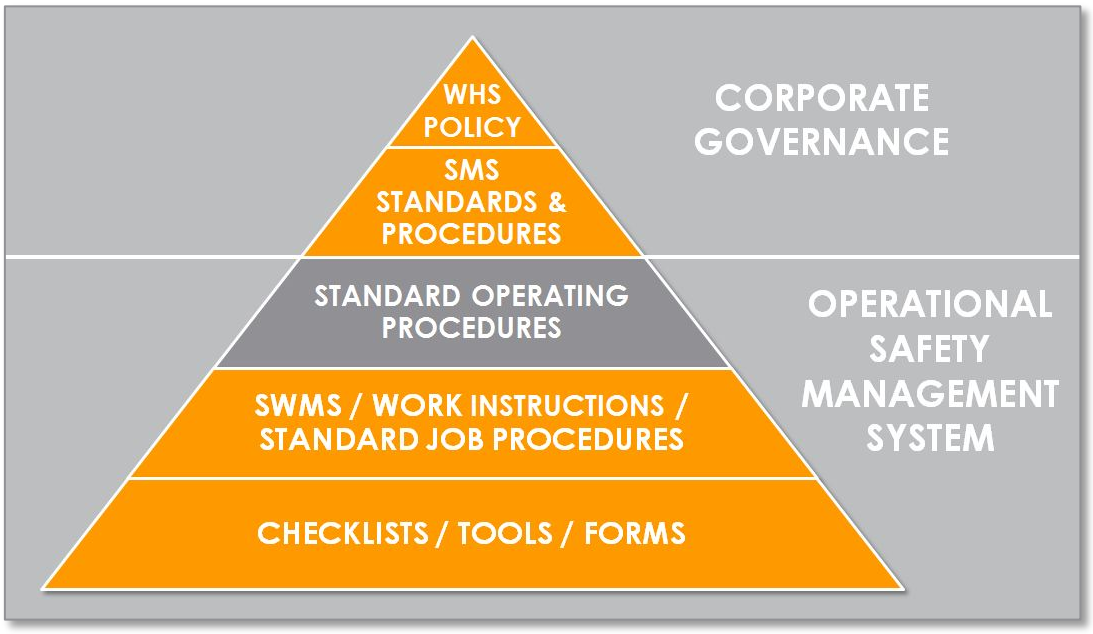
TABLE OF CONTENTS

1. SMS DOCUMENT HIERARCHY



2. PURPOSE

This standard operating procedure (SOP) establishes the requirements for the safe management of traffic at QUU workplaces and sites. In particular it:

- Sets out the requirements and procedures for protection of people and assets in areas where there are vehicles moving in and around the workplace.
- Details the risk assessment process and compliance requirements to eliminate or minimise potential fatalities, injuries and incidents arising from risks related to vehicle movements.

3. SCOPE

This SOP applies to all QUU staff, including contractors and other persons on QUU-controlled worksites.

4. DEFINITIONS AND ACRONYMS

Barriers – establish an exclusion zone which includes installing appropriate barricading or hoarding.

Barricading - warning tape, barrier mesh/para-webbing, or temporary fencing (MUTCD)

Competent person – means, for performing an inspection or other task for a control measure, a person who has acquired, through training, qualifications or experience, the knowledge and skills to do the task in a safe way including knowledge of:

a) Relevant Australian Standards; and

b) Relevant codes of practice; and

c) Other relevant legislation.

Fixed Facility – A permanent QUU facility and/ or worksite.

High risk construction work – Construction work on, or adjacent to, a road.

Hoarding - hoarding, at least 1800mm high that is fully sheeted with timber, plywood, metal or sturdy synthetic sheets, running along its length.

HSE – acronym used for Health and Safety Representative.

Manager – as per QUU naming conventions, the Manager who has direct responsibility for the activity being performed or the area the activity is occurring in.

MUTCD Part 3 – The Manual of Uniform Traffic Control Devices Part 3. This is the document administered by the Department of Transport and Main Roads outlining principles of signing at road works, describing signs and devices used to effect traffic guidance, planning and designing traffic guidance schemes, including the installation, operation and removal of traffic guidance schemes.

Moving vehicles – All vehicles including trucks, forklifts, cars and motorcycles that are onsite for the purpose of conducting business.

Person conducting a business or undertaking (PCBU) – A person conducting a business or undertaking alone or with others, whether or not for profit or gain. A PCBU can be a sole trader (e.g. a self-employed person), a partnership, company, unincorporated associated or a government department of public authority (including a municipal council). Specific to QUU, a PCBU includes QUU operating as a statutory body as well as other PCBUs interacting with or engaged by QUU such as, but not limited to, independent contractors, manufactures, designers and suppliers.

Pedestrians – All workers including contractors and visitors who may be on site at any one time.

PICOW – acronym used for Person in Control of Worksite.

Road includes –

a) A bus way under the Transport Infrastructure Act 1994; and

b) An area that is:

i. Open to or used by the public and is developed for or has as one of its uses, the driving or riding of motor vehicles, whether on the payment of a fee or otherwise; or

ii. Dedicated to public use as a road; and

c) A road-related area; but

d) Does not include an area declared under regulation not to be a road.

Road-related area –

a) An area that divides a road; and

b) A footpath or nature strip adjacent to a road; and

c) An area that is not a road and that is open to the public and designated for use by cyclists or animals; and

d) An area that is not a road and that is open to or used by the public for driving, riding or parking vehicles.

Supervisor/PICOW – term used for any QUU employee who acts or is appointed as a Supervisor, Coordinator or Team Leader within QUU.

SMS – acronym used for QUU's Safety Management System.

SWMS – acronym used for Safety Work Method Statement.

TCASAP - The Traffic Controller Accreditation Scheme Approved Procedure.

Traffic – All vehicles, persons or animals travelling on a road.

Traffic Guidance Scheme – Plans developed for fixed QUU facilities and construction worksites where QUU vehicles operate under general and or emergency activities. **See current definition**. Section 2.2.2

Traffic Plans – Plans specifically developed for the management of traffic on, or adjacent to roads. These may include plans for:

- Short-term and mobile work.
- Work involving relatively simple part-roadway closures.
- Complex traffic arrangements.

WHS – acronym used for Work Health and Safety.

Worker – employees, contractors, subcontractors, outworkers, apprentices and trainees, work experience students, volunteers and PCBUs who are individuals if they perform work for the business.

5. ROLES AND RESPONSIBILITIES

Refer to the QUU and **WHS Resources, Responsibility & Accountability STD132** and **WHS Resources, Responsibility & Accountability PRO359** for overarching WHS responsibility and accountabilities. Outlined below are responsibilities specific to this SOP.

5.1 QUU EXECUTIVE

QUU Executive and Senior Management (CEO, ELT, General Managers – Officer and Non-Officer Appointed) are responsible for the following;

- Overseeing and ensuring the implementation of the requirements of this SOP and related procedures within their respective functional areas.
- Allocating adequate and available resources that ensure the effective implementation of this SOP.

5.2 MANAGERS

Managers in all operational areas and QUU worksites shall manage the risk of traffic through the following controls:

- Reviewing and managing risks associated with traffic management;
- Ensuring all employees are aware of this traffic management procedure;
- Provide appropriate resources to eliminate or reduce (to an acceptable level) the level of risk pertaining to traffic management;
- Arrange for the suitably qualified workers to erect signs and other traffic control devices; and
- Provided training relevant to traffic management in the workplace to QUU workers and visitors.

5.3 SUPERVISORS/PICOW

Supervisors, Team Leaders and PICOW in all operational areas and QUU worksites are responsible for ensuring that the following is undertaken to minimise the risk of traffic:

- Ensuring an introduction to the risks associated with traffic management is included in the site induction;
- Educating and informing workers on relevant aspects of this SOP;

- Inspecting worksites when temporary traffic controls are in place; and
- Arranging the erection of all required signs and traffic control devices for construction work or maintenance activities.

5.4 WORKERS

All workers shall:

- Follow traffic management safe systems of work such as risk assessments so the correct controls are being utilised;
- Follow the requirements documented in this SOP;
- Report all onsite hazards as per QUU Hazard reporting process as outlined in **WHS Hazard and Risk Assessment (PRO363)**;
- Follow the requirements documented in traffic management plans; and
- When utilising traffic management practices (MUTCD) for the work activity seek advice from the PICOW in context to risk controls as per the traffic management plan/guidance scheme being implemented for the workplace activity.

5.5 CONTRACTORS

At all times when performing work on a QUU site or for/on behalf of QUU, contractors must meet and comply with QUU's traffic management requirements detailed in this and related procedures. This includes:

- Implementing the requirements of this SOP or equivalent in a safe, timely and effective manner in all areas where work is undertaken;
- Complying with all relevant legislation, codes of practice, standards and licensing requirements that apply to their respective scope of work; and
- Reporting all incidents to the QUU Project Manager or PICOW.

5.6 VISITORS

Visitors shall complete a visitors induction and be accompanied at all times when on QUU sites. Whilst on a QUU site, all visitors shall follow the site-specific traffic management requirements.

5.7 QUU PROPERTY

QUU Properties will undertake the following activities:

- Assist site Managers coordinate property and facility management related tasks and requirements;
- Liaise between the landlord / building owner and site Manager to provide advice and input into the design, construction and maintenance of traffic management facilities.

5.8 QUU SAFETY TEAM

QUU Safety Team will provide advice to assist in the active management and resolution of identified traffic hazards and risks to ensure these are managed in accordance with current legislation and QUU SMS requirements.

5.9 TRAFFIC MANAGEMENT SERVICE PROVIDER

Approved traffic management providers are responsible for the installation of approved traffic guidance devices in accordance with the traffic guidance scheme (as outlined in the MUTCD). Provider must hold appropriate level competency (Level 2, 3).

5.10 TRAFFIC CONTROLLER

At all times when performing work on a QUU site or for/on behalf of QUU, traffic controllers must meet and comply with QUU's traffic management requirements detailed in this and related procedures. This includes:

- Fulfilling their duties and direct traffic as specified in this SOP, related standards, SMS and legislative requirements;

- Holding a current Traffic Controllers Licence from Department of Transport and Main Roads;
- Fulfilling their duties and direct traffic as specified in this SOP, related standards, SMS and legislative requirements. This includes;
    - Manual of Uniform Traffic Control Devices Part 3 (MUTCD Part 3);
    - Traffic Controller Accreditation Scheme – Approved Procedure (TCASAP);
    - Transport Operations (Road Use Management – Accreditation and Other Provisions) Regulation 2005 (TORUM Regulation).

6. RELATED DOCUMENTS

- WHS Contractor Management and Investment/Divestment Procedure (PRO358)
- **WHS Communication and Consultation Procedure (PRO361)**
- **WHS Hazard and Risk Management Procedure (PRO363)**
- **WHS Incident Reporting, Investigation and Escalation Procedure (PRO364)**
- **WHS Audit and Inspection Procedure (PRO366)**
- PICOW Handbook
- **Plant SOP (PRO386)**
- Safety by Design SOP (TBA)
- Permit to Work SOP (TBA)
- Confined Spaces SOP (TBA)
- Guide to WHS (TBA)
- Electrical Safety SOP (TBA)
- Lock Out / Tag Out SOP (TBA)
- WHS Vehicle Inspection Checklist (TBA)
- Annual Maintenance Checklist (TBA)
- **Working on or Adjacent to Road or Railway (SWMS7)**

7. GENERAL PROVISIONS

Traffic at QUU work sites must be managed appropriately to provide the highest level of safety to workers and members of the public. To manage traffic risks, QUU will:

- Identify and assess risks related to traffic at each worksite;
- Develop traffic management plans for fixed worksites where vehicles operate;
- Implement appropriate traffic management plans and guidance schemes for each worksite where work is to be conducted;
- Appoint competent and qualified personnel for traffic management activities occurring on, or adjacent to, roads e.g. traffic controllers, installers of traffic guidance schemes;
- Consult with contractors to fulfil QUU's obligations as a PCBU for work conducted on, or adjacent to roads.

7.1 RISK ASSESSMENT

A worksite risk assessment shall be conducted for each site/ work location where traffic management hazards are present. The risk assessment shall be conducted in accordance with the **WHS Hazard and Risk Management Procedure (PRO363)**. The hierarchy of control shall be utilised when formulating control measures.

The risk assessment must be documented as one of the following:

- QUU safe work method statement - Working on or adjacent to roads (SWMS7);

- A site risk assessment for traffic management.

Workers and other affected stakeholders such as contractors, workers and land owners shall be consulted during the risk assessment process. Consultation with stakeholders shall be conducted in accordance with QUU **WHS Consultation and Communication Procedure (PRO361).**

Risk assessments shall be conducted in relation to this SOP and the QLD Code of Practice *Traffic Management for Construction or Maintenance Work Code of Practice 2008 and MUTCD Part 3.* A summary of common hazards that exist at QUU worksites, to consider during the risk assessment are provided in Table 1.

Table 1 Common Traffic Hazards

Fixed Worksite Hazards	
Vehicle/ person interaction	Road crossings
Shared roadways	Parking areas
'Blind' corners	Peak traffic periods
Loading/ unloading activities	Mobile plant operation
Traffic flow	Pedestrian access
Working in low light or at night time	Reversing vehicles
Temporary Worksite Construction or Maintenance Work Hazards	
Working in low light or at night time	Sun and heat
Members of the public / pedestrian access	Public vehicle movements
Fatigue	Slips, trips or falls
Noise	Recycled Water
Inclement weather	Hazardous manual tasks
Parking areas	Site access/ exit points
Controlling traffic including in an emergency.	Mobile plant operation

Additional hazards and control measures for the safe use of vehicles and mobile plant are detailed in QUU's **Plant SOP (PRO386)**.

7.2 TRAFFIC MANAGEMENT PLANS AND GUIDANCE SCHEMES

Once a risk assessment has been conducted, QUU will develop a traffic management plan for the worksite. Plans will be developed by competent persons for permanent QUU worksites (fixed) and non-permanent/ construction sites (e.g. road side) (refer to section 13).

Traffic Management Plan and Guidance Scheme must be developed and implemented by competent persons in accordance with the MUTCD Part 3 and section 13.

QUU will engage competent persons to monitor the traffic management plan and guidance scheme at regular intervals or following an incident or changes at the workplace to measure and ensure its ongoing effectiveness.

8. TRAFFIC MANAGEMENT – FIXED QUU SITES

8.1. SEPARATING PEDESTRIANS AND VEHICLES

In accordance with the hierarchy of control, QUU sites will take reasonably practicable steps to separate pedestrians and vehicles in the workplace. Site risk assessments and traffic management plans shall detail the control measures implemented to achieve this.

Measures to achieve separation will include:

- Installation of barriers or guardrails at building entrances and sites;
- Use of high impact traffic control barriers;
- Interlocking, chicaned or hinged gates so they open towards the pedestrian – these methods create a stop or pause in the pedestrian's movement before entering a vehicle area to increase their awareness of vehicle movement.

If it is not reasonably practicable to implement one of the above control measures and a risk remains consider using:

- Bollards to identify 'blind' or convex corners of buildings or other hazards;
- Mirrors for both pedestrian and vehicle use;
- Separate, clearly marked footpaths or walkways e.g. Using lines painted on the ground or different coloured surfacing;
- Speed humps to reduce vehicle speed;
- Truck driver safety zones;
- Staging areas.

8.2. VEHICLE ROUTES

Site risk assessments and traffic management plans will assess traffic routes and implement design measures to reduce the potential for incidents. When determining vehicle routes, the following will be considered;

- Road surfaces;
- Types of vehicles expected to use the route;
- Loading and unloading requirements;
- Frequency of traffic movements;
- Sign posting requirements;
- Speed limits.

Speed limits shall be imposed throughout the site, as appropriate (e.g. 20 km per hour). In addition, traffic islands, round-abouts and speed humps shall be utilised where necessary to manage vehicle speeds.

Site roads and their traffic management arrangements shall be designed by qualified personnel as outlined in the MUTCD and in accordance with sound design principles.

8.3. PEDESTRIANS

If pedestrians are required to cross vehicle routes, QUU will implement engineering safeguards whenever reasonably practicable. Measures may include the use of overhead walkways, gates, barriers and traffic lights.

Safety barriers, in accordance with Australian Standard AS 3845, shall be constructed where required as determined by site risk based assessment.

If physical barriers are not suitable, additional requirements to manage pedestrian safety include;

- Marked and sign-posted pedestrian crossings shall be located where required.

- Clearly identified pedestrian walkways and roadway crossing points designed and installed in accordance with the requirements of MUTCD and AS1742.10 – 2009 Part 10 Pedestrian Control and Protection.
- Pedestrians should be able to escape quickly from the safe pedestrian route in an emergency.

8.4. PARKING AREAS

Design of parking areas at QUU worksites shall meet the following criteria:

- Are away from the flow of vehicles and pedestrians around the workplace;
- For staff and visitors – are close to the administration office and workplace entry so there is no interaction with vehicles;
- Have walkways leading to and from parking areas which are separated from vehicles or vehicle routes e.g. use physical controls like barriers or bollards to prevent vehicles from crossing into walking areas;
- Are easy to drive in and out of and around in e.g. try to avoid the need for reversing and consider how large vehicles will be able to use the space safely;
- Are clearly marked and sign-posted, well lit and unobstructed;
- Have devices to reduce vehicle speed e.g. speed humps;
- Segregation of light vehicle and large powered mobile plant.

Parking facilities shall be designed and constructed in accordance with Australian standard AS 2890. Parking facilities for persons with disabilities shall be provided, as appropriate.

8.5. LOADING AND UNLOADING VEHICLES

Site risk assessments and traffic management plans will assess loading and unloading tasks at their work sites. As a minimum, the following requirements will be met;

- Exclusion zones will be established when using powered mobile plant for loading and unloading;
- Rules governing the use of spotters for directing powered mobile plant will be established;
- Plant operators are responsible for verifying that exclusion zones are in place and being adhered too;
- Plant operators and drivers will have a means of communication;
- Vehicles being loaded/ unloaded will be secured to prevent movement during the activity.

8.6. REVERSING VEHICLES

Specific arrangements shall be in place to minimise the risk of reversing vehicles and other mobile plant, injuring personnel. This shall include arrangements for:

- Eliminating the need for reversing when possible;
- Minimising the amount of reversing required;
- Minimising the amount of moving plant working at one time;
- Fixed mirrors installed at blind corners e.g. convex mirrors;
- Designated, clearly marked and well lit reversing areas;
- Audible reversing alarms and/or other technologies (e.g. cameras, flashing lights). Note: reversing alarms may cause confusion where multiple plant is using the same area; other systems of work may be required (for example work undertaken at night);
- Where multiple plant is operated around the work site a competent person shall be used to direct the plant, including under the following circumstances:
    - When vehicles and plant are operating in close proximity to each other;
    - When reversing;
    - Where persons are on the ground;

- Or in other situations as indicated by the risk assessment.

- Nominating a designated worker to act as an observer if the driver cannot see clearly behind;
- Any other measures and precautions, as identified in the risk assessment.

8.7. SIGNS AND ROAD MARKING

Safety signs shall be used at least for:

- Speed limits;
- Sharp bends;
- Junctions;
- Pedestrian crossings;
- Vehicle crossings;
- Blind corners;
- Steep gradients;
- Road works;
- Any other specific site hazard.

8.8. LIGHTING

All site roads, parking areas, pedestrian crossings, and other areas accessed by vehicles and pedestrians, shall be appropriately lit and designed to avoid extremes of light variation (i.e. moving from a brightly lit area to a dark one).

Car parks will have a minimum level of lighting as specified for open air car parks in AS1158.3.1: Road lighting – Pedestrian area (Category P) lighting – Performance and installation design requirements.

8.9. DELIVERY VEHICLES AND VISITORS

Drivers of delivery vehicles (trucks, tankers, vans, etc.) and visitors, who are permitted to enter the site with their vehicle, shall be informed of the site traffic rules, designated safe routes, parking areas, pedestrian exclusion zones and speed limits as part of their site induction.

Visitors must report to the reception area or site office and be given information on the safety procedures for the workplace before they are allowed into areas where vehicles and powered mobile plant are used.

8.10. CONTROL OF NOISE, DUST AND EMISSIONS

Arrangements shall be in place to manage compliance, in relation to vehicles on site, with regulatory requirements related to air pollution and noise.

9. TRAFFIC MANAGEMENT – ROAD SIDE

9.1. WORK ON OR ADJACENT TO ROADS

Additional requirements for traffic management (MUTCD Part 3) are required for tasks carried out on, or adjacent to roads. Where QUU undertakes construction work, QUU will comply with the following requirements as a PCBU and/ or Principal Contractor (in addition to relevant items outlined in section 8).

- Develop a site specific risk assessment/ SWMS for the activity to address traffic management requirements (refer to section 7.1);
- Develop standardised plans and procedures for the conduct of minor routine and mobile work (refer to section 9.2);
- Develop traffic guidance schemes for more extensive or complex work, where site-specific risks will assume importance (refer to section 9.2);
- Develop and implement emergency response plans as per QUU emergency response and preparedness requirements (refer to section 11).

9.2. TRAFFIC PLANS

QUU will develop traffic plans in consultation with stakeholders for all construction and maintenance work carried out on, or adjacent to a road. Plans shall be developed in accordance with the requirements of the MUTCD Part 3.

QUU traffic plans will require the following:

- All signs and traffic control devices for construction work or maintenance activities erected prior to commencing work (refer to Appendix A).
- Speed restriction signing and protective barriers erected (refer to Appendix A);
- Appropriate alarms and warning systems in place (such as reversing alarms or other technologies). For example, further to section 8.6 audible reversing alarms may be inappropriate where work is carried out at night near residential areas;
- Clearly identified pedestrian walkways and roadway crossing points designed and installed in accordance with the requirements of the MUTCD Part 3;
- The public warned of adverse conditions, and to guard, delineate, and, where necessary, illuminate work, which may pose a hazard to road users;
- Long delays and detours avoided when possible;
- Adequate worker protection provided;
- Safe access and egress provided to and from the worksite;
- Compliance with conditions detailed in permits;
- Arrangements to manage compliance, with regulatory requirements (e.g. air pollution and noise).

Competent personnel will be engaged to develop, implement and monitor traffic plans (refer to section 13).

9.3. TRAFFIC CONTROLLERS

QUU will only engage persons who are accredited traffic controllers to perform traffic control duties, as defined by MUTCD Part 3. Traffic controllers will have sufficient experience to operate safely and efficiently (Refer to section 5.10).

9.4. AUTHORITY APPROVALS

Prior to commencing works, QUU will contact the local authorities to arrange for required permits as outlined in the MUTCD Part 3. Depending on the activity and location of the task, QUU may need to contact a number of authorities, e.g. Local Council, Road Traffic Authorities, QLD Police, Transport Authorities (e.g. Traffic Management Registration Scheme).

If the works are in a Council road reserve, a Road Opening Permit will be required. This permit will be applied for in person at the Council offices. Council generally require the following information as part of the Road Opening Permit application:

- Design drawings;
- Public liability insurance;
- Traffic Management Plan;
- Payment of fees.

The Road Opening Permit must be maintained on-site throughout the duration of the works.

Memorandum of Consent

If the works are in a Department of Transport and Main Roads for Queensland reserve, an application for consent must be submitted to the Department of Transport and Main Roads. The application is available on the Department of Transport and Main Roads website and contains a table for calculating fees payable. The period for approvals can vary, but Department of Transport and Main Roads generally require 14 days.

10. INSPECTIONS

Workplace inspections will be carried out in accordance with the QUU **WHS Audit and Inspection Procedure (PRO366)**.

Additionally, the following inspections will be conducted to monitor traffic management controls:

- Signs shall be regularly inspected by the HSR/PICOW at fixed sites and by suitable person at road side sites.
- Inspections of traffic management devices at construction/road side sites shall be scheduled and carried out daily by competent persons. Procedures shall be developed to detail the frequency and scope of the inspections. At a minimum, the following frequency will be implemented;
    - Before starting work;
    - During work hours;
    - At the end of the day;
    - After hours to monitor key controls e.g. site warning lights.

Additional information regarding inspection requirements are detailed in the following:

- Queensland Traffic Management for Construction or Maintenance Work Code of Practice 2008;
- MUTCD Part 3;
- QUU **WHS Audit and Inspection Procedure (PRO366)**.

11. INCIDENT MANAGEMENT

Incidents shall be reported, investigated and managed in accordance with QUU's **WHS Incident Reporting, Investigation and Escalation Procedure (PRO364).**

Should an incident occur at a work site on, or adjacent to a road, involving a member of the public, the following information shall be recorded:

- The actual type, size and location of signs and devices in use at the time of the incident;
- The sign arrangement shall be photographed;
- The actual width and condition of the travelled path;
- Weather conditions at the time of the incident.

12. EMERGENCY RESPONSE AND PREPAREDNESS

For construction/road side sites, QUU will engage competent persons to develop and implement emergency response procedures and plans. The plans will be tested and workers will be educated on the content of the plans and their responsibilities.

For fixed worksites, the requirements for emergency evacuation plans, assembly areas, evacuation signs and diagrams, fire and evacuation instructions and evacuation practice exercises are outlined in:

- Site specific Emergency Procedure Manual (or Fire and Evacuation Plan)
- **WHS Emergency Response and Preparedness Standard (STD138)**
- **WHS Emergency Response and Preparedness Procedure (PRO365)**

13. TRAINING AND COMPETENCY

All persons with work activities related to traffic management shall be provided with appropriate information and training. Training and assessment is to be undertaken in accordance with **WHS Training and Competence Procedure (PRO360)** and a record of training and/ or assessment(s) completed must be held in the QUU Learning Management System – My Learning Space (MLS).

Each worker must be familiar with the relevant aspects of the traffic management plan for their worksite and receive information, instruction and training on its use.

Each worker will be informed on the requirements of relevant risk assessment and SWMS' related to traffic management activities.

The competencies (or recognised equivalents) listed in Table 2 are applicable to personnel involved in traffic management.

Table 2: Training and competency requirements

Task	Competency
Work on a construction site	General construction safety induction
Any worker required to conduct work on, or adjacent to a roadway.	Traffic Management Level 1
Implement a Traffic Management Plan.	Traffic Management Level 2
Design a Traffic Management Plan in accordance with the MUTCD Part 3.	Traffic Management Level 3
Audit Traffic Management Plans on site for the purposes of Safety/Compliance/Quality and Documentation Control.	Traffic Management Level 4
Traffic Controllers	Licence issued by Department of Transport and Main Roads.

14. RECORD KEEPING

The following records must be kept in TRIM with copies available on site, easily accessible for audit and review process.

- Risk assessments related to traffic management;
- Traffic management plans for fixed work-sites;
- Traffic plans for work on, or adjacent to roads;
- Qualifications of workers conducting traffic management activities e.g. traffic controllers;
- Training records (in MLS);
- Daily records of sign arrangements/ traffic guidance schemes.

15. REFERENCES

The following references contain information used in the preparation and development of this Traffic Management SOP:

- Queensland Work Health and Safety Act 2011
- Queensland Work Health and Safety Regulations 2011
- Code of Practice - Queensland Traffic Management for Construction or Maintenance Work 2008
- Transport Operations (Road Use Management—Road Rules) Regulation 2009
- The Manual of Uniform Traffic Control Devices Part 3 Works on Road
- AS 1742 Set-2010 Manual of uniform traffic control devices

16. REVIEW

The Traffic Management SOP is to be reviewed every 2 years or earlier if:

- There is an identified risk to business;
- A significant safety or unplanned traffic incident occurs;
- Incident investigation or audit results show that application of the standard fails to deliver the required outcomes;
- There are changes in associated legislation;
- There is evidence that the standard is not having a positive impact on safety-related KPIs.

17. FURTHER INFORMATION

For further information, contact your Health and Safety Representative or the QUU Safety Team.

18. APPENDIX A

18.1 ROAD WORK SIGNAGE

Common roadwork signs (all roadside signs are outlined in the MUTCD Part 3) used within QUU are:

	The ROADWORK AHEAD sign gives advanced warning of roadwork sites. Be prepared for changed road conditions. Slow down.
	The WORKERS sign is used to warn motorists that there are road-workers ahead, on or adjacent to the travelled path. This sign is only used while workers are in the area.
	This multi-message sign is used to give advance warning of roadwork sites. It imposes a speed restriction which applies until the next speed control sign.
	This multi-message sign warns motorists that there are road workers ahead on or adjacent to the travelled path. It imposes a speed restriction which applies until the next speed control sign.
	The SPEED RESTRICTION sign is used at road-works to create a temporary speed zone. It indicates the speed limit which applies until the next speed restriction sign.
	The STOP/SLOW bat is used by a traffic controller. Drivers must stop and wait at a "STOP" bat and may proceed with caution at a "SLOW" bat.
	The TRAFFIC CONTROLLER AHEAD/PREPARE TO STOP sign is used to give advanced warning that traffic may be required to stop as directed by a traffic controller. It is only used when the traffic controller is on duty.
	This multi-message sign gives advance warning that traffic may be required to stop in compliance with the directions of a traffic controller. Drivers must not overtake other vehicles when approaching the traffic controller.
	The PREPARE TO STOP and SIGNALS AHEAD signs are used to give advanced warning of temporary traffic signals.
	The STOP HERE ON RED SIGNAL sign is used to indicate where traffic must stop when faced with a red light. There is no stop line marked on the pavement.

	The TRAFFIC HAZARD AHEAD sign is only used for emergency purposes to warn of an unexpected hazard.
	The SLIPPERY and LOOSE STONES signs are to warn of hazardous road surface conditions ahead.
	The LANE STATUS signs are used to give advanced warning that one or more lanes of a multi-lane roadway are closed ahead. The 'bars' indicate the closed lanes and the arrows indicate lanes available to traffic.
	The LINE MARKERS ON ROAD and SURVEYORS AHEAD signs are used to warn motorists that there are line markers or surveyors working ahead, on or adjacent to the travelled path. This sign is only used while workers are in the area.
	The ROAD PLANT AHEAD sign is used at work sites where machinery is working on the roadway.
	The ROAD WORK supplementary plate may be used with a SPEED RESTRICTION sign at road-works.
	The END ROADWORK sign defines the end of the work site. This sign does not cancel out previous speed signs.
	This multi-message sign is used to define the end of a work site and reinstates the speed limit.