

Traffic Risk Management Standard

Purpose

The following document outlines the minimum control standards required at each Ravensdown site. Any exceptions to these standards must demonstrate that adequate alternative control measures are in place and these must be signed off by the appropriate leadership team member

Essential Life Saving Rules

People

- ✓ Understand the risks of moving plant and hold required licences

Plant

- ✓ Adequately maintained and fit for purpose

Process

- ✓ Detailed traffic Management plan

Planning & Risk Assessment

A risk assessment must be conducted to identify and assess potential interactions between people and vehicles and light vehicles and heavy vehicles on site that could lead to a fatality or serious injury, and the control measures required to eliminate or minimise the risk.

Critical Risk Factors

- ☐ Failure to achieve positive 2-way communication
- ☐ Failure to identify overhead structures
- ☐ Failure to effectively separate people from moving vehicles/plant
- ☐ Failure to identify and clearly define exclusion zones
- ☐ Failure to escort all visitors or ensure adequate site inductions are undertaken
- ☐ Failure to separate light and heavy vehicles

Summary of Critical Controls

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- ☐ Exclusion zones must be identified and clearly defined (perimeter must be visually defined and entry points signposted) to exclude pedestrians and light vehicles entering areas where heavy vehicles and mobile plant are operating.
- ☐ No pedestrian or other mobile plant can enter the exclusion zone without the heavy vehicle being fully stopped and any tool/implement (i.e. loader bucket) on the ground.
- ☐ The exclusion zone must be controlled by a designated person using the exclusion zone. Permission to enter the exclusion zone must be obtained using the Positive 2-Way Radio Communication Standard.
- ☐ Where heavy plant is operating (including road trucks) outside of a designated exclusion zone, no pedestrian or light vehicle/plant can enter within that vehicle's exclusion zone of 20 metres without positive communication being received from the operator.
- ☐ No pedestrian or light vehicle/plant can enter within 5 m of that vehicle without the vehicle being fully stopped and any tool/implement (i.e. loader bucket) on the ground.
- ☐ Vehicles and mobile plant must adhere to site speed limits (15km/hr) and site traffic control signs
- ☐ All Staff must wear a seatbelt in the vehicle or mobile plant (including forklifts) they are travelling in, when one is fitted.
- ☐ Vehicles (including light vehicles, forklifts, mules, etc.) must have a flashing light (on cab) attached when entering operational areas
- ☐ All site personnel and contractors, must carry a Ravensdown RT when in operational areas and use them in accordance with the Positive 2 Way Radio Communication Standard
- ☐ Pedestrians must only use designated walkways and road crossing points; and always give way to moving vehicles and mobile plant
- ☐ Drivers must stay in their vehicles unless they can exit the vehicle into a designated pedestrian safe zone
- ☐ Use of mobile phones is prohibited whilst operating mobile plants or vehicles on site
- ☐ No overtaking unless the vehicle being overtaken is stationary and the way forward is clear.
- ☐ Visitors (including tour groups) must be escorted at all times whilst in operational areas.

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- ☐ Parking outside designated parking zones is not allowed unless a) for an emergency or breakdown, or b) for tool access, delivery of equipment, etc under a Permit to Work with a JSA.

Work Environment, Equipment & Activities

Overhead Structures

- ☐ High risk overhead structures (i.e. power, acid and steam lines) that could be hit by vehicles or mobile plant must be clearly marked; have clearance heights signposted and drop bars installed to provide a physical proximity warning
- ☐ Maximum clearance heights for vehicles and mobile plant entering site must be clearly signposted at the site entrance

Traffic Signage

- ☐ Road lanes, direction of traffic flow, parking areas and exclusion zones must be clearly defined, marked and signposted
- ☐ Traffic control signs and markings must be current, comply with NZTA standards; and kept clean and clear of obstructions
- ☐ Other hazard and safety signage must comply with NZS/AS 1319 Safety Signs for the Occupational Environment
- ☐ Signage should be kept to a minimum to provide clarity and ease of understanding.

Pedestrian Walkways & Crossing Points

Pedestrians must be effectively separated from moving vehicles and mobile plant through the use of:

- ☐ Designated clearly marked pedestrian walkways
- ☐ In areas where the risk of interaction is high, or where pedestrians are at risk of shortcutting through operational areas, physical barriers to separate pedestrians from moving vehicles and mobile plant are required
- ☐ In areas where the risk of interaction is high, dedicated, road crossing points with clearly marked pedestrian crossings are required on roadways.
- ☐ Clearly signposted pedestrian exclusion zones

Traffic Design and Layout

Internal road design and layout must consider the following requirements:

- ☐ Be one way and separate light and heavy vehicles movements on site so far as is reasonably practicable.
- ☐ Road gradients must not exceed 10% - (1 in 10)
- ☐ Provide clear lines of sight (including measures to manage blind spots) to allow drivers to see approaching vehicles and other hazards and stop safely
- ☐ Eliminate intersections where practicable. Where these can't be eliminated, they must be designed so that the intersection is controlled.
- ☐ Reduce the need for reversing where practical. First movement after parking or loading/unloading should be forward.

People & Training

- ☐ Induction for employees, contractors, drivers and visitors must include relevant traffic management rules and plan for the site

Documentation

New and existing sites must be designed to effectively separate people from moving vehicles/mobile plant; and light vehicles/mobile plant from moving heavy vehicles/mobile plant

The management of change process must be followed prior to making site changes that could increase the risks or impact on the effectiveness of traffic control measures

A traffic management plan (incorporating a site drawing) must be developed and maintained to document:

- ☐ Site vehicle access and egress points, internal road layout, designated light vehicle and heavy vehicle lanes, intersections and dedicated parking areas
- ☐ Traffic speed limits and controls
- ☐ Pedestrian access/egress points, walkways, safe zones and road crossing points
- ☐ Heavy vehicle (including mobile plant) exclusion zones and permitted activities within the zones
- ☐ Overhead structures and powerlines
- ☐ Site traffic management rules
- ☐ Procedures to manage temporary traffic management changes as a result of work activities on site



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