


TRAFFIC MANAGEMENT PLAN



TABLE OF CONTENTS

1.	INTRODUCTION.....	4
2.	WORKPLACE TRAFFIC RULES	4
3.	EXTERNAL DELIVERY DRIVERS.....	4
4.	TRAFFIC ROUTES.....	5
5.	TRAFFIC MANAGEMENT MAP	5
6.	PARKING	5
7.	PEDESTRIAN ACCESS AND CROSSINGS	5
8.	VEHICLES ONSITE	6
9.	SPEED LIMITS	6
10.	SAFE SIGNS	6
11.	SHARED AREAS	6
12.	DELIVERIES.....	7
13.	STORAGE AREAS.....	7
14.	MOVEMENT OF EQUIPMENT	7
15.	VISIBILITY	7
16.	NIGHTWORK.....	8
17.	EMERGENCY RESPONSE	8
18.	FORMS REGISTER.....	8
19.	REFERENCES	8

Any changes to products, services, processes, procedures or legislative requirements are to be reflected in the traffic management plan and the revision details are to be recorded below.



The latest version of this plan is
It is the responsibility of the individual
A printed version of this plan is

1. INTRODUCTION

This traffic management plan has been developed to enable the safe and efficient movement of personnel, vehicles and mobile plant at **Insert Your Company/workplace address** and gives a detailed explanation on how to control traffic and pedestrian movements.

This traffic management plan supports **any safety management plan and site conditions** for the **Insert Your Company** and shall be readily available for inspection.

The traffic management plan will be amended if there are changes in how the risks will be managed at **Insert Your Company**. Senior management will initiate the process if affected by the change.

2. WORKPLACE TRAFFIC RULES

The following rules apply to drivers of vehicles and operators of mobile plant:

- Always wear seat belts, and do not ride on the side of mobile plant or on the steps of trucks.
- Appropriate licensing/certification and/or training is mandatory for the operation of mobile plant and equipment.
- Operators and drivers must not be under the influence of alcohol while driving vehicles or operating mobile plant.
- If there is an accident when driving on site, it must be reported to management immediately and an incident report will need to be completed.
- To ensure that environmental considerations are observed, when operating vehicles or plant onsite ensure that any spillages and leaks are adequately contained and secured.
- Heavy vehicles and plant movements in close proximity must be supported by allocated spotters.

Failure to comply with the safety rules is considered a serious safety breach and will result in disciplinary action. Violations may result in immediate termination and/or access to site may be revoked.

EXTERNAL TRUCK DRIVERS

External truck drivers must comply with the following rules:

- Obtain permission from the **supervisor and sign into the site.**

External truck drivers must establish communication signals with the onsite representative, before entering the work areas.

- Wear mandatory personal protection equipment (PPE).
- Ensure a clear path has been established, before reversing.
- Not reverse near buildings, or people without a spotter in position.
- Maintain visual contact with the spotter while reversing.
- Stop the truck or vehicle when the spotter is unable to be seen or heard.
- Concrete truck drivers must retract and pin concrete chutes before reversing.
- Always reverse slowly.