

(NB: This document may also be referred to as a JSA / JSEA / SHOP / WI / TRA)

Task	Traffic Management – Manual Traffic Control using Stop/Go Paddles		
Review date	08/07/2021	Version #	001 8/7/21
Project/Site Location			
Requesting Manager or Subcontractor (Requestor)			
Dates required	From:	To:	
Developed & approved by			
Approved by RM or Project Manager:	Name:		
	Date:		

PPE Requirements

Manual Traffic Controllers vest with yellow sleeves:



Consideration for use of stop / go paddles
Elimination and Isolation of risk considered and deemed not practicable / declined by RCA <input type="checkbox"/>
eSTOPs or approved alternative device unavailable <input type="checkbox"/>
Use of eSTOPs or approved alternative device deemed higher risk than MTC <input type="checkbox"/>
Notes (please provide detail to support application):

Required competencies	
TTM Worker	TC (Traffic Controller)
TMO (Traffic Management Operative)	STMS L1
STMS Cat A or B or C (or combination)	STMS L2/3-NP
	STMS L2/3-P

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Critical risks & controls
Safety
<p>Risk: Manual Traffic Controller struck by vehicle</p>
<p>Controls (minimum):</p> <ul style="list-style-type: none"> <input type="checkbox"/> Advanced warning signs must be “gated” <input type="checkbox"/> “30km/h Ahead” signs must be placed underneath 1st advance warning signs <input type="checkbox"/> MTC is located preferably 2x sign spacing from 30km/h TSL sign <input type="checkbox"/> Side friction/delineation is placed along the centreline and edgeline (or edge of seal where no edgeline exists) from the approach 30km/h TSL to the location of MTC and placed at the minimum width allowable to assist with the slowing of traffic (2.75m-3.0m) <input type="checkbox"/> A temporary speed hump is used to slow vehicles on approach to MTC (unless declined by local RCA) <input type="checkbox"/> MTC’s must have a clear view of approaching road users for at least 120m and must always face approaching traffic <input type="checkbox"/> Radio’s must be used to communicate between each MTC and STMS (hand signals or visual communication is not acceptable) <input type="checkbox"/> Approver/Requestor – Insert additional controls as required to maximise safety: <ul style="list-style-type: none"> <input type="checkbox"/> . <input type="checkbox"/> . <input type="checkbox"/> . <input type="checkbox"/> . <input type="checkbox"/> . <input type="checkbox"/> .

Emergency response plan (based on critical risks)
<ul style="list-style-type: none"> <input type="checkbox"/> An escape route is identified for each MTC, the MTC is briefed on the escape route and is recorded on the risk control plan. Where no escape route exists for an MTC, stop/go must not be used <input type="checkbox"/> The STMS shall regularly monitor the controls in place to ensure traffic is slowing down and the traffic management plan is being adhered to (this should be recorded on the on-site record). If not, then the operation must be shut down immediately and controls in place reviewed

Signed (Approver): _____ **Date:** _____

Signed (Requestor): _____ **Date:** _____