

# Roadside Work Preparation - Hazard Assessment



Working close to traffic is dangerous. Each roadside work zone has its own unique set of hazards associated with roads, traffic, vehicles, weather, and work activities. Employers, supervisors and prime contractors need to identify potential hazards and use the hierarchy of controls to put the appropriate level of controls<sup>1</sup> in place to protect workers from those hazards. They also need to ensure workers know the hazards and how to protect themselves.

## When preparing to work roadside, start by asking yourself these key questions:

- Is there a prime contractor? If yes, have they determined the scope of work, including identification of hazards and the risks they pose to roadside workers?
- Has the prime contractor coordinated the identified controls for these risks with the firm providing traffic control?
- Has the supervisor done a hazard assessment of the work zone and communicated it to all workers on-site?
- Have any required regulations been reviewed to determine the requirements of this work zone, such as the [2020 Traffic Management Manual for Work on Roadways](#), the [Occupational Health and Safety Regulation](#) and other WorkSafeBC regulations, and municipal bylaws?

## Next, ensure you have the following:

- If needed, a documented layout for the work zone, which addresses site-specific hazards.
- The proper temporary traffic control devices, such as cones, barriers, signs, and other devices, in good working condition and placed in position according to the work zone layout.
- Safe work procedures for the work zone, including how and when workers will communicate with each other, how to work around mobile equipment and vehicles, and other details.
- An emergency plan for the work zone.
- All workers have the required high-visibility clothing and all other required personal protective equipment (PPE).
- All workers have received the adequate and required training and a safety briefing.

## Your workers need to understand:

- The work zone layout, if a layout is required.
- Hazards of the work zone, including mobile equipment or work vehicles.
- Safe work procedures for roadside work.
- Communication procedures in the work zone.
- Safe work procedures for working around mobile equipment and work vehicles.
- Emergency procedures.
- How to report near misses and other safety incidents.

## Your workers need to ensure:

- Their vehicles are stocked with the signs, cones, and other traffic control devices that they may need.
- They know how to set up a safe work zone: i.e. how to place traffic warning signs and other devices.
- They know how to identify and address all potential hazards once they arrive at their work zone.

## Other important things to do:

- Identify a person responsible for the work zone set-up. This person needs to have the authority to take corrective action as required (i.e. to modify the work zone set-up to address on-site hazards).
- If traffic control persons (TCPs) are required, ensure they are adequately trained and carry proof of training while on the job (see section 5.3.2 in the 2020 Traffic Management Manual).
- Ensure that workers stand in a safe position as specified in section 5.6.5 of the 2020 Traffic Management Manual.
- Identify hazards and controlled risks associated with job activities, in addition to vehicle and traffic hazards. (See checklist templates on the other side of this document.)
- Have a plan to regularly inspect the work zone to ensure proper set-up.

<sup>1</sup>See the Section 2.2.2 Hierarchy of Controls in the [2020 Traffic Management Manual](#) for Work on Roadways

## Hazard Identification Checklist for Employers and Supervisors

At your work zone, fill in the following hazard identification checklist before work begins. The checklist is a general guideline, and although it includes potential hazards it is not an exhaustive list. Use the blank rows at the bottom of the table to list other hazards that are present in your work zone<sup>1</sup>. The checklist should be completed by both the employer and prime contractor.

Potential hazards			
Date:		Location:	
Name of Employer or Prime Contractor:			
Name of Supervisor:			
Potential road hazard	Yes, the hazard is present (indicate with check mark, and write the specific hazard that is present).	No, the hazard is not present (indicate with check mark).	Hazard control (if a hazard is present, state how the hazard is being controlled).
<b>Traffic counts and speed limits</b> <ul style="list-style-type: none"> <li>Type and volume of traffic that is passing by                             <ul style="list-style-type: none"> <li>passenger vehicles,</li> <li>buses, large trucks,</li> <li>emergency vehicles.</li> </ul> </li> <li>Large vehicles passing by that could block signage or reduce road width.</li> <li>Vehicles traveling faster than the speed limit.</li> <li>Cycle lanes and volume of cyclists.</li> </ul>			
<b>Nature of work activity</b> <ul style="list-style-type: none"> <li>Excessive dirt, dust or gravel on the road created by the work activity.</li> <li>Work activity includes blasting, scaling or excavation less than 2 metres from active travelling lanes.</li> </ul>			

<sup>1</sup>See Table 3.2 Project Risk Analysis in the 2020 Traffic Management Manual for Work on Roadways.

Potential road hazard	Yes, the hazard is present (indicate with check mark, and write the specific hazard that is present).	No, the hazard is not present (indicate with check mark).	Hazard control (if a hazard is present, state how the hazard is being controlled).
<p><b>Overlapping work</b></p> <ul style="list-style-type: none"> <li>• Another work site within 3 km, where traffic control for the projects could impact one another.</li> <li>• Work sites adjacent or overlapping.</li> </ul>			
<p><b>Environment</b></p> <ul style="list-style-type: none"> <li>• Weather affecting the visibility of drivers (e.g. fog, heavy rain).</li> <li>• Light conditions (e.g. nighttime work) or location of the sun may affect driver's visibility.</li> </ul>			
<p><b>Equipment movement through work zone</b></p> <ul style="list-style-type: none"> <li>• Conflict with normal traffic.</li> <li>• Queuing or traffic stoppages.</li> <li>• Difficulty for equipment to enter and exit site.</li> </ul>			
<p><b>Roadway surface condition</b></p> <ul style="list-style-type: none"> <li>• Rolling or mountainous terrain.</li> <li>• Multiple changes or work tasks (manholes, culvert installation etc).</li> <li>• Slick or slippery roads.</li> </ul>			

Potential road hazard	Yes, the hazard is present (indicate with check mark, and write the specific hazard that is present).	No, the hazard is not present (indicate with check mark).	Hazard control (if a hazard is present, state how the hazard is being controlled).
<p><b>Traffic conditions</b></p> <ul style="list-style-type: none"> <li>Near an intersection with traffic lights or traffic coming from multiple directions.</li> <li>Traffic merging from two lanes to one.</li> <li>Lane width not maintained throughout work zone.</li> <li>Single lane alternating traffic.</li> </ul>			
<p><b>Vulnerable road users in the vicinity</b></p> <ul style="list-style-type: none"> <li>Children</li> <li>Elderly</li> <li>Mobility restricted individuals.</li> <li>Schools, parks, playgrounds, or community centres.</li> </ul>			
<p><b>Intrusions in the work zone</b></p> <ul style="list-style-type: none"> <li>Overhead cables</li> <li>Railway crossings</li> <li>Right-of-ways</li> <li>Pedestrian areas</li> <li>Bus stops</li> </ul>			

See [ConeZoneBC.com](https://www.conezonebc.com) for more information on roadside worker safety.