

TRAFFIC HAZARD CHECKLIST

Traffic management hazards generally come from the interaction between vehicles and pedestrians. This checklist can help you identify potential traffic hazards at your workplace.

Using this checklist is not mandatory—you can use whatever means are most useful and practical to identify traffic hazards specific to your workplace.

CONSIDER THE FOLLOWING	Yes	No	Comments / Action
Have you checked the floor plan of your workplace? Sketching the layout of the workplace can also help.			
Have you asked your workers, pedestrians and visiting drivers about traffic management problems they encounter at your workplace?			
Have you reviewed your incident and injury records including near misses?			
Is there security footage that can be reviewed to identify areas where pedestrians and vehicles interact?			
Which vehicle types including powered mobile plant use the same area as pedestrians?			
How do vehicles, delivery drivers and pedestrians move around the area? <ul style="list-style-type: none"> Are they separated? Are there physical barriers to stop them interacting? <i>Note:</i> It can be difficult to see pedestrians when plant is reversing, moving at speed or has a load.			
Do vehicles queue in a way that could create risks to pedestrians, for example crossing walkways or obstructing people's view of vehicles?			
Are routes wide enough to separate vehicles and pedestrians?			
How often and where do vehicles and pedestrians interact? <ul style="list-style-type: none"> Can work be scheduled to minimise interaction e.g. loading and unloading at night, before businesses open or when people leave the work area e.g. during meal breaks for manufacturing process lines? 			
Are activities done close to public areas, for example schools during peak traffic periods?			
When are traffic volumes higher e.g. pick-up and delivery times and vehicles arriving and leaving? <ul style="list-style-type: none"> Are there certain times when there are more people moving around the workplace e.g. break times and the ends of shifts? 			

CONSIDER THE FOLLOWING	Yes	No	Comments / Action
<p>Where are potential collision locations? For example:</p> <ul style="list-style-type: none"> • intersections and bottleneck areas around driveways and entrances • 'blind' or convex corners • where vehicles work close to other vehicles or pedestrians • lack of disabled access to and within a workplace e.g. where a person in a wheelchair shares a ramp used by forklifts. 			
<p>Are workers and visitors safe from vehicles when hitching and unhitching trailers, carrying out maintenance, getting on and off vehicles and securing loads?</p>			
<p>Is contact with stationary objects possible? For example, overhead structures, stationary plant or stored or discarded items.</p>			
<p>Are there blind spots at the workplace caused by stationary equipment and vehicles and other areas of poor visibility or low lighting levels? Consider how well the driver can see when their vehicle is moving.</p>			
<p>What other hazards could arise when routing pedestrians, for example noise, emissions or falling objects?</p>			
<p>What impact does the physical environment have on health and safety e.g.:</p> <ul style="list-style-type: none"> • road surfaces • poor drainage and flooding • lighting levels and visibility, and • shade and light glare at different times of day? 			
<p>Are pedestrian routes designed so pedestrians will not take short cuts?</p>			
<p>Are workers and visitors aware of the hazards and what procedures are in place to manage risks e.g. site induction training?</p>			
<p>Are contractors and new people to the site supervised?</p>			
<p>Are there any other hazards specific to your workplace that need to be controlled?</p>			