# INTRO

Safe Site (inc Safe Systems of Work) means that suitable and sufficient consideration MUST be given when planning activities and designing and installing the site layout to effectively control & manage work activities involving plant, and putting people to work well.

# GUIDAINCE INFORMATION

***When planning construction works and traffic management there should be suitable safety arrangements and measures in place to:***

* Manage safe loading and off-loading locations and methodology ;
* Prevent falls from height from vehicles (for persons on/in the vehicles);
* Monitor the standards / condition of vehicles attending or working on site;
* Manage site control systems for security and access.

***There should be suitable traffic management arrangements in place to:***

* Control pedestrian access;
* Separate people from vehicles;
* Control vehicle movements;
* Monitor activities on-site.

***Consideration of the following (as a minimum not an exhaustive list):***

**Segregation -** Every site is different and likely to present different hazards and risks.

**Traffic routes -** The general principles for safe traffic routes are as follows:

* Make sure they are wide enough for the safe movement of the largest vehicle;
* Ensure surfaces are suitable for the vehicles/pedestrians using them, e.g. firm, even and properly drained. Outdoor routes should be similar to those required for public roads;
* Avoid steep slopes, sharp corners, blind bends and reversing;
* Provide designated turning areas with a turning circle (roundabout);
* Ensure there is adequate lighting and hazards that could affect visibility are addressed;
* Have appropriate speed limits in force and use clear signs and road markings;
* Make pedestrian routes as direct as possible, installed with robust barriers/warning signs;
* Keep them clear of obstructions;
* Make sure they are clearly marked and signposted;
* Keep them properly maintained;
* Include the project traffic management rules in site induction, general induction and refresher training sessions.

**Visibility -** Should be good enough for drivers to see hazards, and pedestrians to see vehicles.

**Speed -** Reducing vehicle speed is an important part of workplace transport safety.

**Signs, Signals & Markings –** Road & Footway signs in a workplace should be the same as those used on public roads (as per the Highway Code1), wherever a suitable sign exists.

**Lighting -** Suitable & sufficient lighting, particularly in areas where Vehicles manoeuvre, pedestrians & vehicles circulate/cross & where loading & unloading takes place.

**Reversing -** Around a quarter of all deaths involving vehicles at work occur as a result of reversing. It also results in considerable damage to vehicles, equipment and property.

**Parking –** Provide where possible safe & suitable parking areas, with parking for commercial & work-related vehicles separate from that for private cars, motorcycles and bicycles.

1. Alongside Safe Site; Safe Person and Safe Plant employers have a duty to undertake risk assessment and document the risks, appropriate control measures and to develop a safe system of **work for** each activity (Risk Assessment/Method Statement – RAMS).

**Plan, Design, Implement & Maintain a Safe Site - Stay Safe!**