



# TRAFFIC MANAGEMENT RISK ASSESSMENT WORKSHEET

EHS Manual

This form is to be used in conjunction with the Environment Health & Safety Procedure 3.1-New. Risk Management.

## Step 1 – Traffic Information

<i>Location name</i>		<i>Bld no.</i>		<i>Date</i>	
<i>Assessed by</i>				<i>Health &amp; Safety rep.</i>	
				<i>User</i>	

<i>Mobile Plant or Vehicle (Description of Type)</i>	
<i>Purpose of Mobile Plant or other vehicle</i>	
<i>Description of how the mobile plant/vehicle traffic interacts with other mobile plant/vehicles and/or pedestrians?</i>	

<i>Workplace conditions (Describe layout, physical conditions)</i>	
<i>What about operation outside of normal conditions?</i> <ul style="list-style-type: none"> <li>• Non-standard use</li> <li>• Unusual loads</li> <li>• Unusual deliveries</li> </ul>	
<i>List systems of work for using the Mobile Plant or other vehicles</i> <ul style="list-style-type: none"> <li>• Training procedure</li> <li>• Manufacturer's information and instructions</li> <li>• SOPs</li> <li>• Job instructions</li> </ul>	
<i>Is there past experience with Mobile Plant or other vehicular traffic that may assist in the assessment?</i> <ul style="list-style-type: none"> <li>• Existing controls</li> <li>• Incidents &amp; near-hits</li> <li>• SOPs</li> <li>• Training</li> <li>• Industry standards</li> <li>• Incident Investigations</li> </ul>	

**Step 2 – Tick the box if the task involves any of the following hazards**

Determine a risk rating by using the Two Variable Risk Matrix or using the Three Variable Risk Score Calculator.  
 Describe when and where the hazard is present.  
 Describe the proposed controls.  
 Detail the Type of control from the Hierarchy of Control

**Hierarchy of Control (Type)**

EI - Elimination  
 S – Substitution  
 En – Engineering    Is- Isolation    G- Guarding  
 A – Administrative    T- Training    In- Inspection  
 P – PPE

<i>Separation – Do vehicles and pedestrians interact when vehicles?</i>	<input type="checkbox"/>	<i>Risk Score</i>	<i>Comments (ie. when and where hazard is present)</i>	<i>Type</i>	<i>Proposed Controls:</i>
Enter the loading/unloading area					
Exit the loading/unloading area					
Reverse					
Are used to unload					
Are used to load					
Transit within the building					
Transit outside the building					

<i>Blind Spots – Do operators of mobile plant and vehicles experience blind spots</i>	<input type="checkbox"/>	<i>Risk Score</i>	<i>Comments (ie. when and where hazard is present)</i>	<i>Type</i>	<i>Proposed Controls:</i>
Driving forward					
Reversing					
Due to insufficient lighting (night/early morning)					
Excessive light (sunrise/sunset)					

<i>Travel Paths – Do pedestrians enter vehicle travel paths from?</i>	<input type="checkbox"/>	<i>Risk Score</i>	<i>Comments (ie. when and where hazard is present)</i>	<i>Type</i>	<i>Proposed Controls:</i>
External/internal footpaths					
Blind corners					
Entrance/exit doors from buildings					

<i>Warning systems – Alerting the Vehicle Operators &amp; Pedestrians to the risk.</i>	<input type="checkbox"/>	<i>Risk Score</i>	<i>Comments (ie. when and where hazard is present)</i>	<i>Type</i>	<i>Proposed Controls:</i>
Do pedestrians cross vehicle travel paths without the aid of clearly marked pedestrian crossings and walkways?					
Is vehicular traffic speed uncontrolled? (controls include governor, restriction signage, speed humps)					
Are shared vehicle and pedestrian travel paths/zones un-signed?					
Are vehicle audible warning devices absent or inoperable?					
Are vehicle visual warnings devices absent or inoperable?					

### ***Step 3 – Complete the implementation or escalation plan***

Determine the person responsible for deciding upon and implementing the proposed controls. Obtain the authorization of the Management Representative. Ensure the HSR (if applicable) has been consulted. Ensure the person(s) performing the Activity/Task have been consulted.

Person Responsible or Escalated to		Proposed Due Date	
Signature of Management Representative		Date	
Signature of HSR		Date	
Signature of person performing Activity/Task		Date	

