SAMPLE FLAGGER/TRAFFIC CONTROL POLICY

Policy Title: Flagging and Traffic Control

Policy Statement: Flagging and Traffic Control are important elements in our work. For the protection of pedestrians, the motoring public, construction vehicles and construction employees (Company) will provide the highest quality controls consistent with local jurisdiction standards and policies with reference as necessary to the Cal Trans specifications found in the Manual of Traffic Controls for Construction and Maintenance Work Zones (1996), or its successor volumes.

Purpose: To detail the requirements for traffic controls and flagging, to identify responsibilities of project managers and superintendents regarding traffic controls and flagging, and to establish minimal knowledge requirements for flaggers used on (Company) job sites.

Scope: Covers all (Company) job sites throughout California.

Nature of the Issue: Flagging and traffic control are essential elements of any safety program. In some instances jobs may be shut down if inadequate controls are in place or the knowledge of flaggers cannot be established. In other instances improper traffic controls and flagging can lead to vehicle accidents, pedestrian injuries or even fatalities.

Actions:

Project Managers:
1. Evaluate job activities and schedule to determine whether traffic controls and flagging will be necessary at any phase of the job. Such controls include but are not limited to closing off lanes in the street for the duration of the job, closing sidewalks or access points to structures, and temporary blockage of lanes for deliveries or specific construction processes.
2. Ensure knowledge of standards established in the Manual of Traffic Controls for Construction and Maintenance Work Zones.
3. Ensure permits from local jurisdictions are applied for and received for all permanent and temporary blockages.
4. Ensure plans and standards for blockage are established and appropriate equipment is delivered to the site in a timely manner.

Superintendent:
1. Ensure clear understanding of all traffic control requirements during the job.
2. Anticipate the installation of temporary traffic controls and evaluate all required signs, barricades and other materials necessary for the work. Verify that the yard or rental agency has provided all appropriate and required signs, signals and barricades and ensure all materials are consistent with permit conditions as applicable.
4. Install necessary traffic control signs, signals and barricades as specified in plans or the Cal Trans Manual.
(5) Anticipate needs for flaggers on the job. The Laborer’s International Union provides training to laborers in proper flagging techniques. If a laborer is called from the hiring hall for a specific task the superintendent must
   a. Verify knowledge of the following issues regarding flagging:
      1. Flagger equipment which must be used
      2. Layout of work zone & flagging station,
      3. Signaling traffic to stop, proceed & slow
      4. One-way traffic control methods,
      5. Demonstration of proper flagging methods
      6. Emergency vehicles in the zone
      7. Handling emergency situations,
      8. Methods of dealing with hostile drivers,
      9. Flagging procedures for a single flagger

      Note: if the flagger displays little knowledge of requirements request a replacement from the hiring hall.
   b. Request a copy of the flaggers training certification card and insist that the flagger keeps this card with him/her while performing flagging duties.
   c. Inform the flagger of the nature of the work and his function as flagger so that he can communicate as necessary with the motoring public and pedestrians when questions are asked.
   d. Periodically evaluate performance of the flagger during the day to verify compliance with accepted practices.

(Company) Corporate Office
   (1) Periodically (Company) will provide flagger training to employees and supervisors of the company. Company superintendents, foremen and laborers are encouraged to attend.
   (2) The company may designate superintendents and/or project managers to attend detailed traffic control courses put on by the American Traffic Safety Services Association (ATSSA), a nationally recognized provider of traffic control certification training, or an equivalent program.