

# Guidance for staff working on or near Highways

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## Introduction:

- Under the Health and Safety at Work Act 1974 (HASAW) it is a legal requirement to ensure the safety of ourselves, the people we work with and any other people who could come into contact with our aworks.
- Under the New Roads and Street Works Act 1991 (NRSWA) it is a legal requirement of any organisation working on or about the highway to provide temporary traffic management to ensure where reasonably practical the safety of all road users, including motorists, pedestrians, cyclists and horse riders who my at any time come into contact with our works.
- Failure to comply with the above legislation could lead to prosecution, fines and or imprisonment for any person involved with the works.

**IF IN DOUBT – STOP AND ASK YOUR MANAGER**

## Before leaving for site Please ensure the following:

### Staff:

- No staff member or other person intending to be involved in the works may be at anytime under the influence of Alcohol, prescribed or recreational drugs. Any staff member who is deemed to be unfit through Alcohol or drugs will be sent home.
- All staff and other persons intending to be involved in the works have all the required Personal Protective Equipment (PPE) as listed in Appendix 1 and it is all clean, reflective and serviceable. Replace from stores all defective, lost, damaged and missing equipment before leaving for site.
- Have you got your copy of the 'Red Book' Safety at roadwork's and street works a code of practice. (Legal Requirement under NRSWA) Vehicles Carry out daily defect check, rectify all faults Ensure All beacons are checked and operate.

### Vehicles:

- Carry out daily defect check, rectify all faults. Ensure all beacons are checked and operate.



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## Arrival On Site

### The site survey and risk assessment:

1. Park legally near the work site at a safe location – parking bay, lay by, side road, off carriageway.
2. Carry out a traffic count from a safe location.
3. Complete site risk and method assessment form. You are looking for that will affect your works, especially visibility.
4. Confirm that you have all the equipment for the decided method of works.

### Appendix 1 – Minimum Personal Protective Wear:

- Long sleeve yellow vest
- Non slip safety footwear, steel toe capped
- Hi Visibility trousers
- Rigger gloves for carrying equipment
- Other PPE may be issued for use
- Goggles – Drilling operations
- Ear defenders

### Appendix 2 – Your Vehicle:

- Under the Health and Safety at Work Act 1974 (HASAW) it is a legal requirement to ensure the safety of ourselves, the people we work with and any other people who could come into contact with our aworks.
- Amber beacons must be fully operational, clean and must be able to be seen 360 all round vehicle.
- Check and secure cab contents. Think what would happen if the event of an accident to that box on dash!!
- Vehicles Must be white or yellow and must be kept CLEAN at ALL times.
- Vehicle must be kept road-worthy at all times.
- Rear / side must have clean reflective markings.

**REPORT ALL DEFECTS IMMEDIATELY. GET IT FIXED!**