



# Traffic Control Safety Checklist/Worksheet

Location: \_\_\_\_\_ Date: \_\_\_\_\_ Incident #: \_\_\_\_\_

Incident Commander: \_\_\_\_\_ Safety Officer: \_\_\_\_\_

Vehicles on Scene: \_\_\_\_\_

Type of Incident: \_\_\_\_\_

Estimated Time On Scene:  Less than 20 minutes  20 – 60 minutes  More than 60 Minutes

Time of Day: \_\_\_\_\_ Type of Roadway: \_\_\_\_\_ Posted Speed Limit: \_\_\_\_\_

Weather Conditions: \_\_\_\_\_ Light Conditions: \_\_\_\_\_

Traffic Conditions:  Low  Moderate  Heavy

## Initial Traffic Control (Less than 60 minutes)

√ **Completed**

- Work area evaluated for hazards
- Emergency vehicle positioned properly
- Safety vests WORN
- Advanced warning sign (1) placed (100' – 1000')
- Traffic cones placed for taper (max of 20' intervals) (100' length)
- Traffic cones placed along work area (max of 40' intervals)
- Emergency warning lights reduced
- Law enforcement notified
- Staging area established
- Incident terminated - cones/signs removed

## Set-Up (Initial) Equipment Needed: Traffic cones (12), Emergency scene sign (1), Class 2 safety vest (2), Road flares (10)

- Advanced Warning Area: Distance \_\_\_\_\_ # of Signs \_\_\_\_\_
- Transition Area (taper): Distance \_\_\_\_\_ # of Cones \_\_\_\_\_
- Work Area: Distance \_\_\_\_\_ # of Cones \_\_\_\_\_

## Temporary Traffic Control (More than 60 minutes)

√ **Completed**

- Work area evaluated for hazards
- Emergency vehicle positioned properly
- Safety vests WORN
- Advanced warning signs (2) placed (100' - 1500')
- Transition area (taper) established (Cones – max of 20' intervals) (max 100' length)
- Buffer space established
- Work area established
- Termination area established (Downstream taper) (max of 100' per lane)
- Flaggers with equipment positioned properly
- Emergency air siren cans issued
- Portable radios issued
- Emergency warning lights reduced
- Law enforcement traffic control points established
- Local department of transportation on scene with advanced warning signs in place
- Staging area established
- Incident terminated - cones/signs removed

## Set-Up (Temp.) Equipment Needed: Traffic cones (25-50), Emergency scene sign (2), Flagger signs (2), Stop/slow paddles (2), Emergency air siren cans (3), Portable radios (3), Class 2 safety vest (4), Road flares (1 case)

- Advanced Warning Area: Distance \_\_\_\_\_ # of Signs \_\_\_\_\_ # of Flaggers \_\_\_\_\_
- Transition Area (taper): Distance \_\_\_\_\_ # of Cones \_\_\_\_\_
- Buffer Area: Distance \_\_\_\_\_ # of Cones \_\_\_\_\_
- Work Area: Distance \_\_\_\_\_ # of Cones \_\_\_\_\_
- Termination Area: Distance \_\_\_\_\_ # of Cones \_\_\_\_\_

**Drawing****Miscellaneous Information**

1. One advanced warning sign – Urban (Low speed) – 100', Urban (High speed) – 350', Rural – 500', Expressways/Freeways – 1000'
2. Second advanced warning sign – Urban (Low speed) – 100', Urban (High speed) – 350', Rural – 500', Expressways/Freeways – 1500'
3. Buffer area – 30 MPH – 625', 40 MPH – 825', 50 MPH – 1000', 60 MPH – 1300', 70 MPH – 1450'
4. One lane taper – 100' max. – cone placement 10' – 20'
5. Downstream taper – 100' per lane – cone placement – 10' – 20'
6. The equipment listed is the minimum required. Additional safety vests may be required based on the number of personnel on the scene

For additional information check with your State Department of Transportation and the Federal Highway Administration's *Manual on Uniform Traffic Control Devices, Millennium Edition*, <http://mutcd.fhwa.dot.gov>.