

STANDARD OPERATING PROCEDURES FOR TRAFFIC CONTROL ON PUBLIC WORKS JOB SITES

1. Purpose:

To provide a procedure which outlines the responsibilities of all employees in the Operations & Facilities Division of the Town of Fort Frances for Traffic Control on Job Sites.

2. Responsibility:

All employees in the Operations & Facilities Division are responsible for understanding and carrying out the responsibilities and duties outlined in the policy. It is the employers responsibility to ensure that workers are equipped with all the devices, vehicles, and equipment legally required for traffic control on Ontario Roadways by the MTO's Ontario Traffic Manual, Book 7 – Temporary Conditions.

3. Procedure:

- **Before the job begins:** Recognize and assess possible hazards
- Develop a written traffic protection plan based on the MTO's Ontario Traffic Manual, Book 7 – Temporary Conditions
- Keep a copy of the plan on the project at all times.
- General traffic control and safety procedures should be covered in worker orientation.

4. Personal Protective Equipment:

- The following safety equipment will be worn at all times when on a Construction job site:
 - a) CSA Approved Safety Boots
 - b) Hard Hats
 - c) Safety Shirt/Vest/Jacket – depending on weather conditions
 - d) Safety Glasses when required
 - e) Hearing Protection when required

5. Supervisor Duties:

- Review and modify traffic control procedures as required for the protection of workers and the public.
- Designate competent workers.
- Ensure that proper equipment is being used and that procedures are being followed.
- Provide Training to all employees.