

## Workzone Safety

What is the hazard?

Some work tasks (e.g., road repair, utility work) take place in an active roadway. When this occurs, employees are at risk of being struck by passing vehicles. Also, workers at sites with construction vehicles are at risk of being struck by, caught in between, or crushed under construction vehicles. Workers of course, being struck by a vehicle will most likely lead to a fatality or serious injury.

### Level of Employee Exposure

Do you have employees exposed to this hazard?

Any employee working in an active roadway or other area with moving vehicles or on a site with construction vehicles is at risk. Flaggers / detail officers and also employees supervising or overseeing this type of work who are at the work site are also at risk.

*Examples: Road repair, utility work, tree trimming, line painting, responders to roadway chemical spills and traffic accidents, and crossing guards.*

YES / NO

If you answered NO, you never have any employees exposed to this hazard, you have completed this hazard assessment tool.

If you answered YES, please complete the table below and continue on with the remainder of this hazard assessment tool.

List the tasks that expose your employees to this hazard.

Estimate the number of employees conducting each task, and the estimated frequency that each task is conducted (first per employee and then for the agency overall (e.g., how many times per day/week/month or year)).

1. Describe task that exposes employees to this hazard	2. How often, on average, would an individual employee conduct this task? (list either times per week, per month, or per year, whichever best applies).	3. How many employees do you have who conduct this task?	4. Multiply the answer for #2 by the answer for #3 to get a total exposure for your employees.
<i>Example: Working as a traffic flagger in a roadway workzone</i>	<i>100 days per year (about twice a week)</i>	<i>25 employees</i>	<i>2,500 days per year</i>
Total of all #4 rows:			

## **Use of Standard / Regulation / Guideline**

What regulation or standard do you follow to protect employees from this hazard, if any?

## **Upper Management Support / Policy / Full Hierarchy Accountability**

Is there a written policy/program for this hazard?

Who is in charge of ensuring that employees are kept safe from this hazard? A) At the senior management level. B) During day-to-day operations.

How does the agency ensure that the regulation or policy relative to this hazard is followed by all employees?

## **Training / Certification**

What training have employees received relative to this hazard?

-For all workers in a roadway workzone.

-For workers serving as flaggers.

Is this a one-time training?

If no, how often does re-training occur?

When are new employees trained?

Please provide general information on training content.

## **CONTROLS**

### **Controls - Administrative**

What manual or guidance is used to determine the appropriate traffic control set-up (signage, traffic control devices, etc.) for different roadway and work configurations?

Who determines the appropriate traffic control set-up for each job?

What modifications are made for night work or wet road conditions?

Who makes this decision?

Do you set-up an internal traffic control plan?

Is there a policy or procedure for workers in zones set-up by another employer?

What happens if the employee does not think the set-up is safe?

Is shutdown of the roadway considered for each job?

If yes, under what circumstances would this occur?

### **Controls – Safety Equipment - Have**

What safety equipment do you have for this hazard?  
(Typical safety equipment for workzone safety includes: signs, traffic control devices such as cones, traffic barriers, such as jersey knees.....)  
What condition is it in?  
How often is it inspected?  
Were employees trained in its use and maintenance?  
Is it labeled with any “approval” designation?  
How was this equipment selected?  
Are there manufacturer’s instruction for use?  
Do you still have these instructions?  
Are they followed?

Do you have the all the correct types of workzone safety equipment you need to cover all the types of worksites you have?

Do you have enough of this equipment to cover all active worksites, given that there may be multiple jobs going at the same time?

### **Controls – Safety Equipment - Use**

How is it determined when this safety equipment should be used?  
By regulation or standard?  
By your written policy?  
By specific criteria?  
Always use for certain tasks?  
Case-by-case or field determination?  
There is no method for determining when safety equipment is used.

When safety equipment is supposed to be used, how frequently is it actually used?

Always          mostly          half-the-time          sometimes          never

### **Controls – Personal Protective Equipment - Have**

What personal protective equipment do you have for this hazard?  
(Typical PPE for workzone safety: reflective clothing, hard hats)  
What condition is it in?  
How often is it inspected?  
Is it shared or individually assigned to employees?  
Were employees trained in its use and maintenance?  
Is it labeled with an ANSI number or Class or other “approval” designation?  
How was this equipment selected?

For roadway workzones and construction sites with vehicle hazards, do you have the all the correct types of personal protective equipment you need to cover all the types of work sites or work tasks you have?

Do you have enough of this personal protective equipment for all of the employees who need to use it at the same time?

### **Controls – Personal Protective Equipment - Use**

How is it determined when personal protective equipment should be used?

By regulation or standard?

By your written policy?

By specific criteria?

Always use for certain tasks?

Case-by-case or field determination?

There is no method for determining when personal protective equipment is used.

When personal protective equipment is supposed to be used, how frequently is it actually used?

Always          mostly          half-the-time          sometimes          never

### **Emergency Planning**

Is there a plan in place to respond to an accident or emergency with this hazard?

### **Concerns / Near Misses / Accidents**

Is there a designated person to whom employees go with complaints or concerns about this hazard?

Is there a formal reporting procedure for near misses (narrowly avoided accidents)?

Is there a formal reporting procedure for accidents/injuries/illnesses with this hazard?

Have you had any accidents or near misses with this hazard? Please give an estimated date and brief description.

### **Prevention**

In the “Level of Employee Exposure” section, you identified tasks that expose employees to the hazard assessed in this tool.

Can you identify any ways that would eliminate or reduce employee exposure to this hazard?

For example, can you eliminate the hazardous task?

Modify the hazardous task?

Use a tool instead to eliminate the need for the employee to enter the hazardous area?

Do the task remotely, for example with cameras?

What would be needed to implement these preventive measures?

**Other / Comments / Anything You Want to Add**

Are there any other specific controls to protect employees from this hazard?

Any other general comments?

IF YOU HAVE QUESTIONS OR NEED ASSISTANCE WITH THIS DOCUMENT,  
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