



Roadmen Safe Working Practices

To comply with the existing legislation, codes of practice and your employer's requirements on health and safety at work:-

1. Take reasonable care for the health and safety of yourself and other persons who may be affected by your acts or omissions at work.
2. Do not interfere with or misuse anything provided in the interest of health, safety or welfare.
3. Take care to see that the public are not exposed to any hazards from work processes (especially the blind and infirm).
4. Wear the appropriate items of protective and safety equipment whenever risk assessments require it, in particular:-
 - 4.1. Goggles - in compliance with Eye Regulations.
 - 4.2. Helmets - when working in hazardous conditions, when workmen are overhead, where there is overhanging debris or where working under anything that could strike from overhead.
 - 4.3. Respirators - when working in dusty conditions.
 - 4.4. Fluorescent jackets - with reflective strips - when working in or near the highway.
 - 4.5. Footwear - wear steel capped safety footwear.
5. All persons at work on a highway must wear high visibility overalls.
6. Before work commences at a fresh site check with your immediate supervisor the positions of any public utility hazards such as gas, electric, water, telephone and television cables.
7. Ensure sufficient advance road warning signs are in position before starting work, and that, where appropriate, temporary footpaths have been provided. Remove all road signs on completion of work.
8. Do not work in excavations over 4ft (1.2m) deep unless they are adequately timbered.

9. Use the ladder or, where appropriate, scaffolding or other safe means of access provided where work cannot be safely done from the ground. Unauthorised persons must not interfere with or alter scaffolding.
10. When using a ladder secure the ladder at the top. The ladder must extend at least 3ft 6 ins (1.1m) above the landing point. Ladders must only be treated with clear varnish not paint.
11. If your work involves placing a ladder on the highway adequate warning must be given to motorists and the ladder should be cordoned off with suitable barriers.
12. When using a standpipe and key, either remove them when sufficient water has been drawn off or erect a collapsible guard around them.
13. Position yellow painted warning lights with amber lens around hazards left overnight, check that oil wells are filled and that lamps are lit before leaving site.
14. Do not change abrasive wheel cutting discs unless you have been trained and authorised to do so.
15. Before using compressors check the hosepipes for defects. Do not use if defective. Ensure also that the safe working pressures are not exceeded.
16. Ensure that vehicles and mechanical plant are parked in positions that will not constitute dangers to other road users.
17. The police should be informed if roadworks are likely to interfere with the normal flow of traffic. Council workmen should not direct traffic unless specifically authorised to do so.
18. All hand tools and equipment should be regularly examined to ensure that it is in good condition. Defective tools and equipment should be reported without delay.
19. If an accident occurs, ensure that the Accident Form is completed and details entered on the Accident Form as soon as possible.

ROADMEN
Some Do's and Don'ts

DO	DON'T
<ul style="list-style-type: none"> • Provide standard signs of good quality which conform to Regulations, and British and European Standards even if the work will be finished in a short time. • Cover permanent signs that do not apply during the period of the works 	<ul style="list-style-type: none"> • 'Invent' signs or obstruct permanent signs or signals with temporary ones.
<ul style="list-style-type: none"> • Keep equipment clean 	<ul style="list-style-type: none"> • Use cones without reflective sleeves. • Allow batteries in lamps to turn right down. • Forget to clean the lenses of oil lamps.
<ul style="list-style-type: none"> • Adjust arrangements of signs, etc. to correctly indicate the current arrangements. 	<ul style="list-style-type: none"> • Leave 'Traffic Signals Ahead' on display when the signals have been removed. • Use 'Road Narrows on Left' if obstruction is on right. • Use three lane wicket signs on a two lane road.
<ul style="list-style-type: none"> • Cut out tops of drums. • Provide an anti-roll device. • Ballast with sand or water. • Drill holes to prevent over-filling 	<ul style="list-style-type: none"> • Weigh down oil drums with lumps of concrete. • Put oil lamps on top of oil drums.
<ul style="list-style-type: none"> • Supplement cones with lamps at night (one lamp in each space between cones). • Use steady or ripple lamps on unlit or high-speed roads. 	<ul style="list-style-type: none"> • Use flashing or delineator lamps on unlit or high-speed roads.
<ul style="list-style-type: none"> • Keep all plant and materials within coned off areas (including projections above ground level up to 20ft). 	<ul style="list-style-type: none"> • Obstruct sight lines with plant or stores of material.
<ul style="list-style-type: none"> • Wear reflective and fluorescent garments especially if working outside coned off areas. 	
<ul style="list-style-type: none"> • Keep roads free of mud or other deposits. 	<ul style="list-style-type: none"> • Use 'Slippery Road' signs without approval and even with approval for longer than six months.
<ul style="list-style-type: none"> • Provide pedestrian ways if regular footways are obstructed 	<ul style="list-style-type: none"> • Leave pedestrians to wander on the carriageway.
<ul style="list-style-type: none"> • Use the appropriate form of traffic control for the circumstances consulting Chapter 8 of the Traffic Signs Manual. • If free road space of 5.5metres is not possible reduce artificially to 3.7metres and introduce shuttle working. 	<ul style="list-style-type: none"> • Expect two-way traffic to function through freeway carriage width of less than 5.5 metres • Leave freeway carriageway width past the works between 5.5 metres and 3.7 metres.
<ul style="list-style-type: none"> • Always put out initial warning sign first and then work towards the area of the obstruction and remove signs in reverse order. 	<ul style="list-style-type: none"> • Create the obstruction and add the signs later.
<ul style="list-style-type: none"> • Always consult railway authorities when works are near a level crossing 	<ul style="list-style-type: none"> • Use temporary traffic signals across an automatic half barrier level crossing.