

Highways

The following Minimum Standard is applicable on all projects within the following Business Streams/Unit:
Highways

1.0 Purpose

The purpose of this Kier Highways Standard is to manage the movement of vehicles within a site, including deliveries and work activities to reduce traffic conflict on site, provide a clear traffic route through work zones, and highlight the location of airlock closure points, works areas, access / egress points, setting down, clearing off and other specific activity areas. Managing these aspects effectively will help us to reduce the risk of collisions between plant and people.

2.0 Scope

This Standard applies to all works under the control of Kier Highways where the conditions of the site and duration of works allow for reasonable application of the standard.

3.0 Definitions

Kier	Kier Highways
PC	Principal Contractor
TP	Transport Plans
TM	Traffic Management
DM	Delivery Manager
TMF	Traffic Management Foreman/TSCO

4.0 Procedure

- The programme of works and TM layout/requirements will be confirmed during the pre-construction and the design phase.
- The TP template will be completed by Kier's DM in conjunction with the relevant supply chain partner(s).
- Where works are to be carried out by a single supply chain partner without Kier presence on site, then that partner shall be responsible for preparing a TP and agreeing it with Kier before works are allowed to commence.
- Once the works have been confirmed for that shift, the TP is to be sent to all parties, including hauliers and material delivery companies before commencement of works. Confirmation of receipt by the haulier must be obtained.
- The relevant supply chain supervisor is responsible for contacting all delivery companies to ensure details of access has been provided to all drivers.
- Prior to installation of the TM, the location of access and egress points will be agreed by the Site Supervisor and TMF/TSCO. Unless there is a genuine safety reason, a single access and egress point will be permitted only in relaxed works.

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As part of our SEMS review, this document is valid until May 2018		

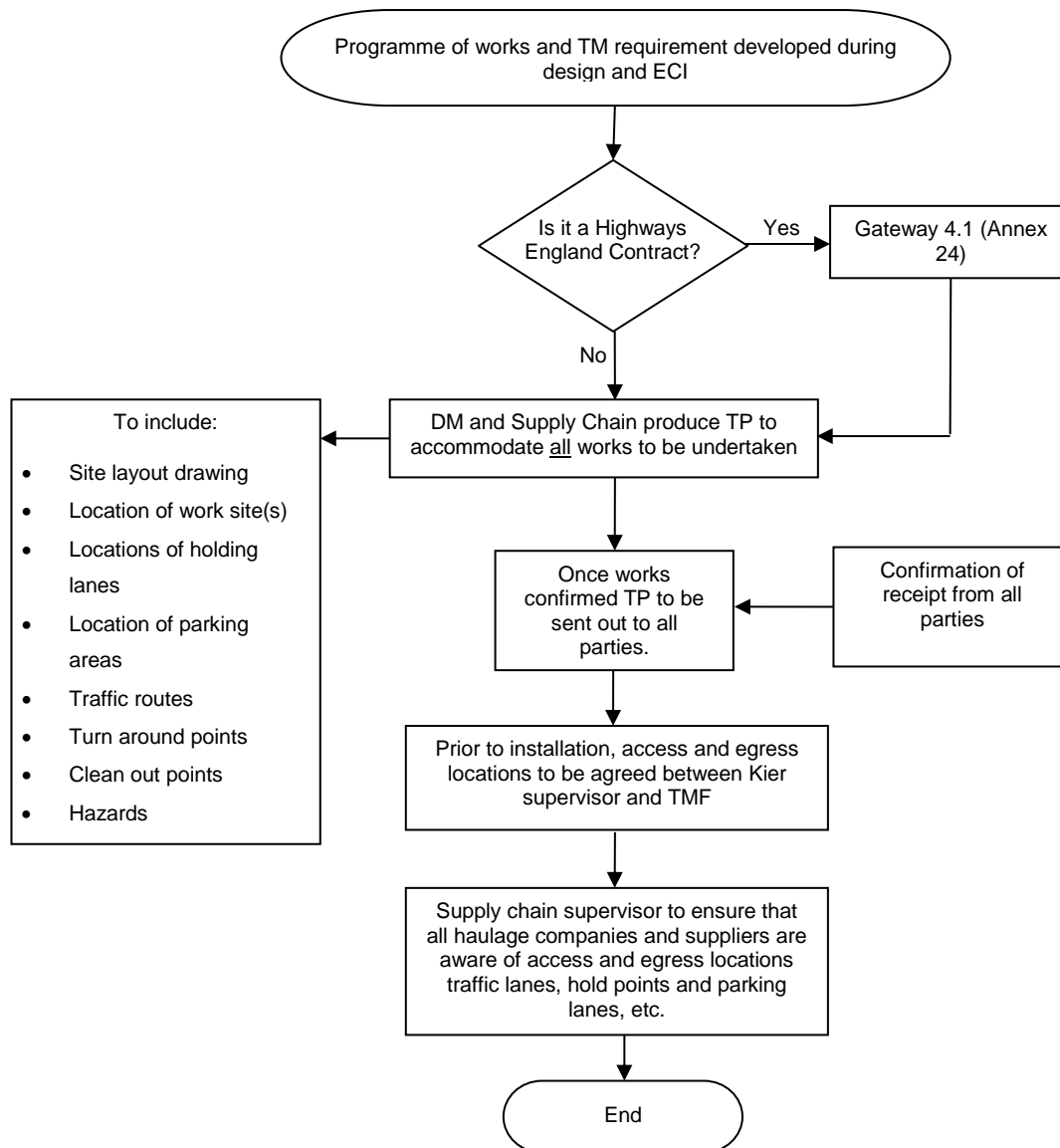
Highways

- The Supervisor must ensure that the location of all accesses, egresses, parking areas and traffic lanes are briefed to all personnel working on the site prior to entering the works. This may be delegated to gatemen for the briefing of delivery drivers.
- All sites employing “muck away” wagons will designate a lead driver to be the sole point of contact as a minimum.
- Site speed limits will be agreed prior to works commencing and indicated on the TP.
- Maximum speed limits within the closures are;
 - 40mph in full closures to traverse long distances between the closure point, site and exit,
 - 15 mph within 100m of the ‘site’
 - 5 mph past pedestrians and the work area
- In full closures where the speed limit has been increased above 15mph each site must be gated and signed to ensure that speed reduction points on approach to the works area are clear to drivers.
- The marshalling of wagons to the correct running lane, where more than one operation is taking place, will be the responsibility of the supply chain employing the wagons and they will provide suitably trained personnel for this task. Arrangements for marshalling shall be submitted as part of the method statement and agreed in advance of the relevant operation commencing on site.
- Black on yellow signing is to be utilised by the designated supply chain member to ensure that the designated traffic lanes, holding and parking areas are clearly identified to all following entry into the traffic management.

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5.0 Flowchart



6.0 Reviews

This procedure is to be reviewed by the procedure owner at least every 12 months, on amendment and whenever there is a change of ownership. The revision details and record of review are to be maintained within ECM.

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7.0 Associated Documents

[SHEMS-MST-HIG-0023-Movement of Vehicles within the Workplace](#)

[SHEMS-GUI-HIG-023-Delivery Drivers Rules](#)

[SHEMS-FOR-HIG-023-Drivers Site Delivery Induction Card](#)

[All Generic Template TPT's](#)

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