

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	<input type="checkbox"/>
Emergency vehicle positioned properly	<input type="checkbox"/>
Safety vests worn	<input type="checkbox"/>
Advanced warning sign (1) placed (100' — 1000')	<input type="checkbox"/>
Traffic cones placed for taper (max of 20' intervals) (100' length)	<input type="checkbox"/>
Traffic cones placed along work area (max of 40' intervals)	<input type="checkbox"/>
Emergency warning lights reduced	<input type="checkbox"/>
Law enforcement notified	<input type="checkbox"/>
Staging area established	<input type="checkbox"/>
Incident terminated - cones/signs removed	<input type="checkbox"/>

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	<input type="checkbox"/>
Emergency vehicle positioned properly	<input type="checkbox"/>
Safety vests worn	<input type="checkbox"/>
Advanced warning signs (2) placed (100' — 1500')	<input type="checkbox"/>
Transition area (taper) established (cones - max of 20' intervals) (max 100' length)	<input type="checkbox"/>
Buffer space established	<input type="checkbox"/>
Work area established	<input type="checkbox"/>
Termination area established (downstream taper) (max of 100' per lane)	<input type="checkbox"/>
Flaggers with equipment positioned properly	<input type="checkbox"/>
Emergency air siren cans issued	<input type="checkbox"/>
Portable radios issued	<input type="checkbox"/>
Emergency warning lights reduced	<input type="checkbox"/>
Law enforcement traffic control points established	<input type="checkbox"/>
Local department of transportation on scene with advanced warning signs in place	<input type="checkbox"/>
Staging area established	<input type="checkbox"/>
Incident terminated - cones/signs removed	<input type="checkbox"/>

Set-Up (Temp.) *Equipment needed: Traffic cones (25-30), 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: _____	

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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' maximum
- 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>.