

TO:		ENGINEERING INSTRUCTION	
SUPERSEDED BY <u>EB 06-004</u> EFFECTIVE <u>9/7/06</u>		NEW YORK STATE DEPARTMENT OF TRANSPORTATION SUBJECT: Traffic Control Plans - Safe Worksite Access Subject Code: 7.26-2-16	
Distribution: 30 Main Office 32 Regions 34 Special		Code: <u>EI 93-013</u> Date: <u>7/1/93</u> Supersedes: MODIFIES EI 91-004 & EI 91-030	
APPROVED:  J. R. Lambert, Deputy Chief Engineer (Facilities Design)			

POLICY

In developing traffic control plans (TCP) for maintaining traffic during construction, designers shall consider whether special provisions are needed to ensure safe access to worksites by workers, vehicles and equipment.

The crossing of high-speed, high-volume roadways shall not be permitted unless specific provisions are in place to do so safely.

Safe worksite access is a constructability issue which shall be considered by Department reviewers during the regular plan review process as well as during constructability reviews (ref. EI 91-30, Plan Review by Regional Construction Groups/Independent Constructability Review).

BACKGROUND

Experience indicates that substantial risks can be associated with gaining access to worksites for workers, equipment and supplies. Over the past several years, a number of accidents involving worksite access have resulted in serious and fatal injuries to motorists, workers and Department employees.

Manual	Engineering Instruction	Code	93-013	Date	7/1/93	Page	3 of 3
Subject: Traffic Control Plans - Safe Worksite Access							

When the evaluation indicates that worksite access is a safety concern, special provisions may be necessary to ensure that safe access is provided and used. Such provisions may include:

- Barricading or otherwise restricting unsafe access points or routes.
- Imposing contract restrictions that require workers and vehicle operators to access the worksite only at designated points.
- Adding temporary walkways, crossways, access ramps, stairways and other features to provide safe access points for workers, vehicles and equipment.
- Adding temporary crosswalks, traffic signals or flaggers to control movement of workers and vehicles into and out of worksites.
- Requiring remote parking areas for workers, with shuttle vehicles for transport to the worksite.
- Setting limitations on when suppliers can drop off material (e.g. limit deliveries to off-peak hours).

When access restrictions are appropriate but it is difficult to include specific provisions in the traffic control plan, special notes should be included on the plan or in the proposal. Generally, the notes should not provide specific direction to the contractor, but rather should outline the operational restrictions which apply and/or the special requirements that must be met to properly address safe worksite access on the project. The notes should also require the contractor to submit an acceptable access plan to the engineer-in-charge as part of the Project Safety and Health Plan.

These guidelines are intended to help designers identify potentially troublesome locations which may need special consideration in the traffic control plan. It is not intended to suggest or imply that detailed worksite access plans and provisions are expected on all projects nor is it intended to suggest that signalized crosswalks, temporary traffic signals, pedestrian overpasses or other extraordinary provisions are routinely necessary to provide worksite access on construction projects.