



Australian Government

Comcare

Traffic hazard checklist

Work areas where vehicles are used

Have you consulted with workers, pedestrians and visiting drivers about traffic management problems they encounter at your workplace?

☐ Yes ☐ No

Have you reviewed your incident and injury records, including near misses?

☐ Yes ☐ No

Have you checked the floorplan of your workplace? Consider sketching the layout, taking photos and reviewing CCTV footage.

☐ Yes ☐ No

Are there physical barriers to stop vehicles and pedestrians interacting?

☐ Yes ☐ No

Are routes wide enough to separate vehicles and pedestrians?

☐ Yes ☐ No

Are there places where vehicles may collide with pedestrians or other vehicles? For example:

- > 'blind' or convex corners
- > intersections and bottleneck areas around driveways and entrances

☐ Yes ☐ No

Could vehicles collide with stationary objects, like overhead structures, stationary plant or stored or discarded items?

☐ Yes ☐ No

Can the objects be removed or isolated from all traffic routes?

☐ Yes ☐ No

Do vehicles queue in a way that could create risks to pedestrians, other vehicles or things?
For example, by crossing walkways or obstructing people's view of vehicles

☐ Yes ☐ No

Are vehicles used close to public areas, like footpaths and reception areas?

☐ Yes ☐ No

Are workers and other pedestrians safe from vehicles? For example, when:

- > hitching and unhitching trailers
- > carrying out maintenance
- > getting on and off mobile plant
- > securing loads

☐ Yes ☐ No

Work environment

Does the physical environment affect traffic risks?

For example:

- > road surfaces
- > flooding and poor drainage
- > lighting and visibility
- > shade and light glare at different times of day

☐ Yes ☐ No

Are there any other hazards specific to your workplace that could affect traffic risks?

☐ Yes ☐ No

Pedestrian routes

Can interaction between vehicles and pedestrians be eliminated or minimised?

Consider mapping where and how often interaction occurs.

☐ Yes ☐ No

Is there security footage that can be reviewed to identify areas where pedestrians and vehicles interact?

☐ Yes ☐ No

Are pedestrian routes designed so pedestrians will not or cannot take short cuts?

☐ Yes ☐ No

Is there adequate lighting?

☐ Yes ☐ No

Is the workplace safe and accessible for people with a disability?

For example, with separate ramps for people and forklifts

☐ Yes ☐ No

What other hazards could arise along pedestrian routes? For example:

- > stationary objects
- > noise
- > airborne contaminants
- > falls from height
- > falling objects

☐ Yes ☐ No

Are workers and other pedestrians aware of the hazards?

☐ Yes ☐ No

Are there procedures in place to manage risks? For example:

- > site induction training
- > signage
- > traffic controllers

☐ Yes ☐ No

Are contractors and visitors to the site supervised?

☐ Yes ☐ No

Work schedules

Have you identified times when traffic volumes are higher? For example:

- > pick-up and delivery times
- > vehicles arriving and leaving

☐ Yes ☐ No

Have you identified times when people are moving around the workplace?

For example, breaks and ends of shifts

☐ Yes ☐ No

Can work be scheduled to minimise interaction between vehicles and pedestrians? For example, by loading and unloading:

- > at night
- > before businesses open
- > when people leave the work area, such as during meal times for manufacturing process lines.

☐ Yes ☐ No