



## Tailgate Meeting Guide

# When is Traffic Control Required for Towing and Recovery?

Roadside work can be dangerous due to moving traffic. One of the best ways to reduce the risk of injury is to build an effective traffic control zone to separate your work area from passing vehicles. To determine what traffic control measures may be needed, you first need to assess the risk. Print this information and give it to drivers. It applies to:

- **Emergent work:** (requiring less than 5 minutes, such as a vehicle needing a jumpstart or fuel)
- **Brief duration work:** (requiring less than 15 minutes, such as a stalled vehicle)

### 1. Assess the risk

**a) Work duration:** Will the work take less than 15 minutes?

**YES / NO**

**b) Sight distance** (length of roadway ahead visible to a driver): For the posted speed limit, is the minimum sight distance met?

50-70 kmh	100 metres
80-90 kmh	170 metres
100-110 kmh	250 metres
120 kmh	300 metres

**YES / NO**

**c) Traffic volume:** Is the estimated traffic volume in the lane(s) you'll be entering fewer than 5 vehicles per lane per minute?

**YES / NO**

**c) Environmental conditions:** Is visibility unrestricted (no fog, heavy rain, blowing snow, etc.) and/or are road conditions good (not slippery)?

**YES / NO**

### 2. Determine if traffic control measures are required

- **If Yes to all 4 questions:** No traffic control measures required.
- **If No to 1 or 2 questions:** Traffic control measures may be required.
- **If No to 3 or 4 questions:** Additional traffic control measures required.

### 3. Determine appropriate traffic control measures

Traffic control measures include temporary traffic control devices such as cones, message signs, flashing arrow boards, rumble strips, and traffic control persons (TCPs).

If you determine that a traffic control measure is required:

- Follow the requirements of [Part 18 of the Occupational Health and Safety Regulation](#).
- Ensure you have the correct traffic control devices for the work zone layout, as specified in the [2020 Traffic Management Manual for Work on Roadways \(TMM\)](#).
- Set up your work zone according to layouts specified in the TMM.
- Inform your supervisor if you do not have the correct equipment or are unsure of the required layout.
- Inform your supervisor if a TCP is required (e.g. available traffic control devices do not meet the minimum requirements in Part 18 and the TMM or if single lane alternating traffic is required).
- Delay work until the appropriate traffic control devices are positioned and any other required measures are in place.

Control your exposure. Do as much work away from passing vehicles as possible.

For more information visit the [ConeZoneBC.com](https://www.conezonebc.com) employer and supervisor section.



Disclaimer: This document does not take the place of professional occupational health and safety advice and is not guaranteed to meet the requirements of applicable laws, regulations, and rules, including workplace health and safety laws and motor vehicle and traffic laws. The members of the Work Zone Safety Alliance and their respective employees, officers, directors or agents (collectively the "WZSA") assume no liability for or responsibility for any loss or damage suffered or incurred by any person arising from or in any way connected with the use of or reliance upon the information contained in this document including, without limitation, any liability for loss or damage arising from the negligence or negligent misrepresentation of any of the WZSA in any way connected with the information contained in this document. The information provided in this document is provided on an "as is" basis. WZSA does not guarantee, warrant, or make any representation as to the quality, accuracy, completeness, timeliness, appropriateness, or suitability of any of the information provided, and disclaims all statutory or other warranties, terms, or obligations of any kind arising from the use of or reliance upon the information provided, and assumes no obligation to update the information provided or advise on future developments concerning the topics mentioned. (05-2023)

Project: \_\_\_\_\_ Address: \_\_\_\_\_

Employer: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Date: \_\_\_\_\_ Time: \_\_\_\_\_ Shift: \_\_\_\_\_

Number on Shift: \_\_\_\_\_ Number Attending: \_\_\_\_\_

Other safety issues or suggestions made by attendees:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Record of those attending:

Name (please print)	Signature	Company
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		
13.		
14.		
15.		

Manager/supervisor remarks:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Manager: \_\_\_\_\_ Supervisor: \_\_\_\_\_

(signature) (signature)

