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Sample General Safe Work Practice Installing Road Signs.

- Do not work on the edge or outside of the work zone.
- Do not unload or load a vehicle from the live side of the traffic.
- Work facing oncoming traffic.
- Appoint, as necessarily, a traffic control person who meets the training requirements established by the regulatory body.
- If a traffic control person is deemed necessary, place a sign in advance of the person to indicate his/her presence unless it is an emergency situation.
- As a driver of a work vehicle, avoid backing up or reverse slowly. Use a signaler to increase safety.
- Use vehicles and mobile equipment equipped with warning devices when backing up.
- Control the release of dust that may reduce the visibility by periodically spraying the area with water.
- Wear appropriate personal protection equipment, and make sure that the equipment is maintained in good order.
- Ensure that the work vehicles are highly visible, (mark their sides and rear with retro reflective tape), and clean.
- Place lighting equipment in a way that does not blind drivers.
- Store vehicles and equipment outside the pedestrian route.
- Inspect the site daily to ensure that signs, cones and other signaling equipment are placed in the right position (visible), cannot easily be moved by people, cars, or wind gusts, and are kept in good condition.
- Ensure that traffic control devices are removed or covered when no longer needed.
- When work is done, remove all traffic control equipment in reverse order than when installed. Advance signs should be removed last and only after all other devices have been removed.
- Monitor incidents/accidents, injuries, and near misses to be able to further improve incident prevention.

Please note: This document is for information purposes only as a guide. The safe job procedures (SJP) and safe work practices (SWP) created for your workplace should reflect your organizations processes, equipment and hazards as identified by a hazard analysis. Construction Safety Nova Scotia does not assume responsibility for the use of information in this document. If assistance is needed to complete a SWP and SJP for your organization please contact CSNS member services at constructionsafetyns.ca or 1.800.971.3888.