

STRONGER, TOGETHER



R.O.A.D. READY MONTH 2023 **TOOLKIT**

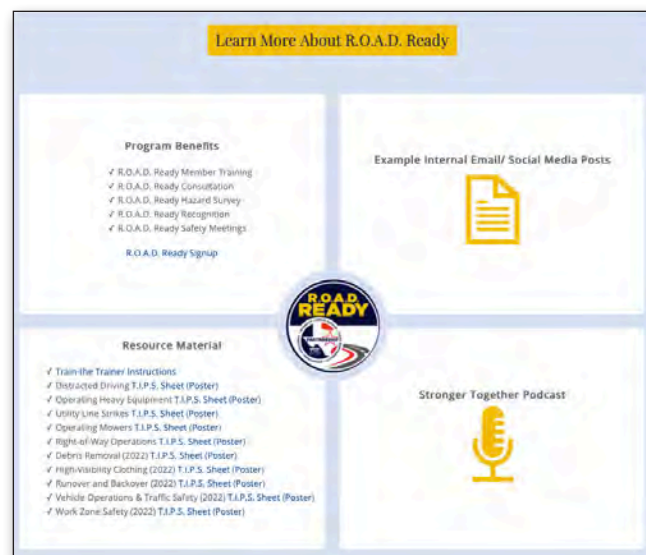


About R.O.A.D. Ready

R.O.A.D. Ready is a Risk Pool program designed to save lives, prevent injuries, and protect property by raising Member awareness of dangers on and near roadways. The Pool will provide participating Members with: (1) specifically designed resources and training to mitigate roadway risks; and (2) promotional materials to show they are R.O.A.D. Ready.

The Pool launched the program in January 2022 and has designated each successive January as R.O.A.D. Ready month. To participate, a Member should: (1) make a commitment to becoming R.O.A.D. Ready by providing internal roadway safety training or using the Pool's resources to do so; and (2) participating in national roadway, vehicle, or work zone programs.

Is your entity R.O.A.D. Ready?
Recognize the Hazards; Observe
People, Processes, and Equipment;
Assess the Risk Level; and Determine
the Safest Course of Action.





About this toolkit

The TMLIRP team encourages you to celebrate R.O.A.D. Ready Month with us throughout January. This toolkit is designed to help you provide your organization with the tools and resources to learn the basics of how to be R.O.A.D. Ready.


In this toolkit

This toolkit contains a Train-the-Trainer document, and T.I.P.S. sheets and posters on the following topics:

- › Distracted Driving
- › Debris Removal
- › Operating Heavy Equipment
- › High-Visibility Clothing
- › Utility Line Strikes
- › Runover and Backover
- › Operating Mowers
- › Vehicle Operations
- › Right-of-Way Operations
- › Work Zone Safety



Train-the-Trainer document

**R.O.A.D. READY MONTH**

R.O.A.D. Ready

R.O.A.D. Ready (Recognize the Hazards; Observe People, Processes, and Equipment; Assess the Risk Level; and Determine the Safest Course of Action) is a Risk Pool program designed to save lives, prevent injuries, and protect property by raising Member awareness of dangers on and near roadways.

Pledge to be R.O.A.D. Ready by signing up now at info.tmlrp.org/road-ready. You can also seek recognition for participating!

Program benefits include Member training, consultation with a Risk Pool Loss Prevention Representative, and hazard surveys.

Train-the-Trainer Instructions

You can easily conduct your own training using these instructions and the resources available at info.tmlrp.org/road-ready. Use the T.I.P.S. (Together Improving Processes and Safety) Sheet to get discussion points for each topic to provide "tailgate/toolbox" training to employees who need it.

You'll see the following benefits from Immediate Safety Training Benefits:

- Increases supervisors' and employees' (especially new employee) awareness of risk management and defines ownership of safety functions.
- Identifies procedures and mitigates hazards and exposures that can cause injury, death, or property damage.
- Reduces accidents, injuries, and property damage.
- Increases employee morale through the development of a culture of safety.


Take 10 minutes at the beginning of a workday to talk about that week's or month's *R.O.A.D. Ready* safety topic — choose from the following new topics:

- Work Zone Safety
- Right-of-Way/Mower Operations
- Heavy Equipment/Line Strikes

Or use existing topics:

- Debris Removal
- High Visibility Clothing
- Runover and Backover
- Vehicle Operations & Traffic Safety

Contact your Loss Prevention Representative or Member Services Manager for more information



Loss Prevention Department | tmlrp.org | 800.537.6655 | STRONGER TOGETHER

Download Train-the-Trainer



Distracted Driving T.I.P.S. sheet

Loss Prevention
T.I.P.S.
Together Improving Processes & Safety

Distracted Driving and Road Rage

Distracted driving is any activity that diverts the driver's attention away from driving. Aggressive driving is unsafe behavior with ill intent or disregard for the safety of other drivers and property. Road Rage is a motorist's uncontrolled anger and is expressed in aggressive or violent behavior towards other drivers. These behaviors are *never* okay. One wrong move can ruin your life, so pay attention and stay safe. Remember the R.O.A.D. Ready acronym:

Recognize the Hazards

- Anything that diverts attention from driving is distracted driving, including talking or texting on your phone, eating, or drinking.
- Texting involves three types of distractions, visual, manual, and cognitive. Texting for just 5 seconds at 55 miles-per-hour is like driving the length of a football field with your eyes closed.
- Speed kills and endangers everyone on the road, including our public safety personnel.

Observe People, Processes, and Equipment

- Are individuals driving while using a cell phone or hands-free device?
- Are people speeding, rolling through stop signs, or running red lights?
- Are vehicles changing lanes without signaling?

Assess the Risk Level

- Distracted or aggressive driving should be assessed before getting behind the wheel.
- Inadequate following distance can increase your risk of rear-end collisions.
- Excessive speed increases the degree of crash severity, which could lead to more severe injuries.

Determine the Safest Course of Action

- Know your route. Adjust your mirrors and set your navigation devices before leaving. These can be as distracting as cell phones.
- Keep your distance when following other vehicles, which gives you more time to react to what is happening in front of you.
- If you are in the left lane and someone wants to pass, move over and let them by.
- Give speeding drivers plenty of space. Speeding drivers increase the risk of accidents or loss of control of their vehicle.
- Adjust your driving accordingly. Speeding is tied to aggressive driving. If a speeding driver is tailgating you or trying to engage you in risky driving, use judgment to safely steer your vehicle out of the way.

Additional Resources:

- Our Driving Concern – Traffic Safety Huddles - <https://txdrivingconcern.org/traffic-safety-huddles/>
- TDI – Driving Distractions Fact Sheet - <https://www.tdi.texas.gov/pubs/videoresource/fsdrivdistract.pdf>
- TDI – Aggressive Driving Fact Sheet - <https://www.tdi.texas.gov/pubs/videoresource/fsaggressive.pdf>
- TMLIRP LocalGovU – Defensive Driving Basics & Advanced Driving Techniques – <https://www.localgovu.com/tmlirp/>
- TMLIRP Media Library - Distracted Driving – How Focused Are You? (Disk # 833) - <https://www.tmlirp.org/risk-management/multimedia/>

Loss Prevention Department | tmlirp.org | 800.537.6655 | STRONGER TOGETHER

Download T.I.P.S. Sheet (English)

Download T.I.P.S. Sheet (Spanish)



Distracted Driving poster



[Download poster](#)



Operating Heavy Equipment T.I.P.S. sheet


Loss Prevention
T.I.P.S.
Together Improving Processes & Safety

Heavy Equipment Operations

Operating heavy equipment on or near the road can be hazardous, and Members are encouraged to provide employees with training before they operate any piece of heavy equipment. Training ensures that each operator is competent to operate the equipment safely. Remember the R.O.A.D. Ready acronym:

Recognize the Hazards

- Ensure the equipment is safe to operate by completing a thorough pre-trip inspection.
- Always maintain three points of contact when entering/exiting equipment.
- Watch out for co-workers, pedestrians, vehicles, and fixed objects.
- When transporting equipment, ensure all tie down points are properly secure, including any attachments.



Observe People, Processes, and Equipment

- As the operator of equipment or a vehicle, you have the right to call a **"Safety Time Out"** if the equipment or vehicle is not safe to drive or operate. Contact your supervisor immediately to correct any deficiencies prior to operation.
- You also have the right to call a **"Safety Time Out"** if you observe present or evolving roadway hazards at a worksite.
- Double check that all overhead power lines and low clearance obstructions have been identified.
- Check that underground utilities, such as water, gas, sewer, fiber optic, and electric lines have been located.
- Observe how visible you, co-workers, equipment, and the worksite are to motorists.
- Observe how much advance notice of your worksite motorists have.

Assess the Risk Level

- If loading or unloading in the street, are you placing people and equipment in unprotected areas?
- Are employees standing within danger zones of equipment?
- Have you performed a 360-degree walk around?
- Are drivers unaware that you or a worksite is present?
- Is there effective traffic control for roadway exposures?

Determine the Safest Course of Action

- When operating heavy equipment, create a sphere of safety by eliminating hazards above, below, and around the equipment.
- Let drivers know in advance that you and a worksite are present.
- Help drivers see you with high visibility clothing.
- Use effective traffic control devices to tell drivers you are ahead, and what you want them to do as they operate their vehicles near your equipment and crews.
- Use an internal traffic control plan to help avoid pedestrian accidents.

Additional Resources:

- Texas Department of Insurance – Workplace Safety Videos - [Workplace Safety Videos \(state.tx.us\)](https://www.tdi.state.tx.us/workplace-safety)
 - Construction Safety – Several Titles Under "Struck-by Accidents"; Heavy Equipment Safety – Several Titles Under This Topic; Trailer Safety – "Trailer Safety Checklist"; Work Zone Safety – Several Titles Under This Topic
- TMLIRP's Media Library contains multiple DVD's related to this topic that are Department specific:
<https://www.tmlirp.org/risk-management/multimedia/>

Loss Prevention Department | [tmlirp.org](https://www.tmlirp.org) | 800.537.6655 | **STRONGER TOGETHER**

Download T.I.P.S. Sheet (English)

Download T.I.P.S. Sheet (Spanish)




Operating Heavy Equipment poster



[Download poster](#)




Utility Line Strikes T.I.P.S. sheet

**Loss Prevention**
T.I.P.S.
Together Improving Processes & Safety

Line Strikes

Line strikes are common during excavation and right-of-way work, and they are usually caused by the failure to locate buried utilities and/or maintain required clearance of overhead lines. Line strikes have the risk of injury, death, and property damage, so ensure you take adequate precautions to avoid line strikes and traffic hazards. Remember the R.O.A.D. Ready acronym:



Recognize the Hazards

- Overhead hazards may be easier to mitigate because of the ability to see overhead cables.
- Underground gas, water, sewer, and communication cables require extra care. Contact Texas 811 for no-cost utility locates.
- If your equipment and worksite is on or near a roadway, recognize the risk to you, equipment, and motorists.

Observe People, Processes, and Equipment

- Crews should practice situational awareness, which requires knowing what is going on around us. This should be addressed prior to commencing any work by discussing overhead and underground utilities during the job site briefing.
- Locates are made by owners or representatives hired to mark buried cables, conduit, and pipe. Utilities are identified with specific paint markings on the ground, as well as flags indicating the type and location of buried utilities.
- Observe how visible you, co-workers, equipment, and the worksite are to motorists.

Assess the Risk Level

- Safe clearance is required when working around high voltage lines and buried gas pipes. Contact with high voltage lines or buried gas pipe during excavation can cause arcing, fires, and explosions.
- When working around utilities in your work area, knowing the what and where of lines is crucial. Every effort should be made to locate and avoid damaging or encountering these lines.
- Are drivers unaware there is a worksite with people and equipment ahead of them?

Determine the Safest Course of Action:

- Know what is in the vicinity of your work area and ensure you take adequate precautions to avoid accidental contact. When in doubt, back out and reassess the project.
- Use an internal traffic control plan to help reduce risk to crews, drivers, and equipment.
- Use traffic control devices when necessary and wear high visibility clothing.
- When excavating always create a sphere of safety by eliminating hazards above, below, and around the equipment.

Locate Links

- Tx811 Portal <https://txgc.texas811.org/geocall/portal>
- Damage Prevention Council of Texas 811 <https://dpcoftexas.org>

Additional Resources:

- TMLIRP Media Library - <https://www.tmlirp.org/risk-management/multimedia/>
 - Seeing is Believing--Safely Exposing Buried Utilities (DVD) 2001
 - URD and Excavation Site Safety (DVD) 2003

Loss Prevention Department | tmlirp.org | 800.537.6655 | STRONGER TOGETHER

Download T.I.P.S. Sheet (English)

Download T.I.P.S. Sheet (Spanish)




Utility Line Strikes poster



[Download poster](#)




Operating Mowers T.I.P.S. sheet

**Loss Prevention**
T.I.P.S.
Together Improving Processes & Safety

Mowing Operations

Mowing operations carry risks from exposure to the weather, operating on slopes, and hidden dangers such as tree stumps. Mowing operations near roadways add additional dangers and requires traffic control measures to ensure motorists know you are ahead, can easily see you, and are protected from debris being thrown from the mower. Ensuring that you and the mower unit are highly visible to drivers is very important. Remember the R.O.A.D Ready acronym:



Recognize the Hazards

- Review the weather and traffic conditions prior to mowing.
- Visually inspect the area before mowing. Check for washouts and debris.
- Are the mowers equipped with slow moving vehicle signs and orange flags or pennants on a whip to show the location of the tractor in high grass or over the edge of slopes?

Observe People, Processes, and Equipment

- Are the mowers in good working condition?
- Are the mowers equipped with a roll-over-protection system (ROPS)?
- If mowers have a ROPS system, are seatbelts always worn?
- What type of training do employees receive prior to operating mowers near roadways?

Assess the Risk Level

- Steep slopes increase the risk of mower accidents.
- Is it possible to perform mowing tasks safely with the current equipment, weather conditions, and other factors?
- Are drivers aware you and mowing equipment are ahead of them?
- Is there effective traffic control for roadway exposures?

Determine the Safest Course of Action

- Mow in the direction of oncoming traffic. It results in less impact if debris is thrown out and provides better visibility.
- Head lights should always be on.
- Wear the appropriate personal protective equipment, including safety glasses, hearing protection, hard hats, and reflective clothing.
- Be sure that the appropriate signs, such as "mowing ahead" or "road work ahead" are placed along the roadway.

Additional Resources:

- TMLIRP Media Library - <https://www.tmlirp.org/risk-management/multimedia/>
 - Right-of-Way Mowing Safety (DVD)
 - Safety Procedures for Lawn Mower Operations (DVD)
- National Ag Safety Database: Mowing and Trimming Safety [NASD - Mowing and Trimming Safety \(nasdonline.org\)](https://www.nasdonline.org/)
- OSHA Dangers of Roll-Overs of Riding Mowers [Dangers of Roll-Overs of Riding Mowers | Occupational Safety and Health Administration \(osha.gov\)](https://www.osha.gov/publications/dangers-of-roll-overs-of-riding-mowers)
- Texas Department of Insurance - Workplace Safety Videos - [Workplace Safety Videos \(state.tx.us\)](https://www.tdi.texas.gov/workplace-safety)
- Landscape Safety – Toro Zero Turn Operator Safety Training

Loss Prevention Department | [tmlirp.org](https://www.tmlirp.org) | 800.537.6655 | **STRONGER TOGETHER**

Download T.I.P.S. Sheet (English)

Download T.I.P.S. Sheet (Spanish)




Operating Mowers poster




[Download poster](#)



Right-of-Way Operations T.I.P.S. sheet

**Loss Prevention**
T.I.P.S.
Together Improving Processes & Safety

Right-of-Way Maintenance Operations



The “right-of-way” (ROW) generally refers to streets, sidewalks, utilities, and lands designated for public use. Maintenance of these areas typically involves vegetation control, tree and brush removal, utility locating and repairing, graffiti abatement, litter control, sidewalk repair, and other activities. These activities place you on or near roadways with vehicular traffic. Remember the R.O.A.D. Ready acronym:

Recognize the Hazard

- Workers can be at risk of being struck by distracted drivers, heavy equipment, and mobile equipment.
- When tree trimming, ensure ground personnel are not within the “drop zone.”
- Onlookers, whether crews or the public, are at risk if they are “close in” to the cutting operation area.
- When mowing, dust and debris can limit visibility and the detection of steep slopes or hidden hazards.
- Dust and debris from mowers or tractors can obscure the visibility of motorists who may not see workers.

Observe People, Processes, and Equipment

- Are employees maintaining appropriate separation distance from traffic?
- If employees are near roadways, are motorists warned employees are working ahead?
- Are work vehicles and equipment parked away from the road in a designated area?
- Are employees visible throughout the work activities, especially with high dust or airborne debris?

Assess the Risk Level

- Are employees working alone?
- Can maintenance activities wait until after peak traffic times?
- Will employees be working in the same area that heavy equipment is operating?
- Will employees need to remove debris from the shoulder or roadway?

Determine the Safest Course of Action

- Conduct a pre-job briefing to ensure that all workers are informed of their duties, safety, and of the designated work area.
- All workers within the right-of-way should wear a minimum of an ANSI Class 2 apparel; Class 3 is recommended at night.
- Consider traffic spotters or “lookouts.”
- When feasible, consider creating a temporary traffic control plan that allows for the closure of a lane for extra workspace.
- Use the work vehicle as protection and warning signs whenever possible.
- Find the safest available location to park or unload equipment.

Traffic Control Devices Link

- Texas MUTCD, Temporary Traffic Control <https://ftp.dot.state.tx.us/pub/txdot-info/trf/tmutcd/2011-rev-2/6.pdf>

Additional Resources:

- Work Zone Safety for Local Governments: TMLIRP Online learning center: <https://www.localgovu.com/tmlirp/>
- TMLIRP Safer in Seconds: Mobile Equipment Pre-Trip Inspections and Mowing Safety Series
- TMLIRP Media Library DVD's - <https://www.tmlirp.org/risk-management/multimedia/>
 - Bucket Truck Safety DVD Disk # 572, #420; Right-of-Way Mowing Safety DVD Disk #67

Loss Prevention Department | tmlirp.org | 800.537.6655 | **STRONGER TOGETHER**

Download T.I.P.S. Sheet (English)

Download T.I.P.S. Sheet (Spanish)



Right-of-Way Operations poster



[Download poster](#)



Debris Removal T.I.P.S. sheet

DEBRIS REMOVAL:

According to the [American Automobile Association](#), road debris was a factor in 200,000 automobile crashes between 2011 and 2014, resulting in 39,000 injuries and 500 deaths. Debris removal on or near roadways is a frequent and important local government process, but it should never be treated as routine. Are you *R.O.A.D. Ready* when it's your job to keep roadways clear of debris? Remember the R.O.A.D. acronym:

Recognize the Hazards:

- Appraise traffic conditions, weather, and other relevant factors prior to beginning debris removal.
- Evaluate debris for health concerns, with particular care being given to heavy objects, syringes, glass, animal carcasses, and biological hazards (e.g., poisonous plants, bug protection, etc.).
- Proactively conduct table-top exercises to prepare for incident response and improvement in policies, procedures, and training, *before* an incident occurs.

Observe People, Processes, and Equipment:

- What are the physical conditions of the area?
- Is equipment in good working order and are workers properly using it?
- Do workers have appropriate clothing and personal protective equipment?
- Are workers empowered to question safety and make suggestions to improve it?

Assess the Risk Level:

- Is it possible to perform this task safely with current training, equipment, and conditions?
- Conduct an after-action review to see what can be learned and improved upon.

Determine the Safest Course of Action:


- Provide regular training in work zone setup and traffic control measures in accordance with the [Texas Manual on Uniform Traffic Control Devices](#).
- Use appropriate best practices, such as advance warning, proper traffic control, pre-planning, and training.
- Establish an internal traffic control plan (ITCP) to coordinate the movement of workers, equipment, and vehicles.
- Develop safe lifting procedures, including team lifting or the use of proper equipment for heavy objects.
- Provide appropriate personal protective equipment (PPE), such as reflective vests, gloves, safety glasses, appropriate footwear, and specialized PPE when working around insects, animal carcasses, sewage, etc.

Pool-Provided Resources: TMLIRP Media Library

- Back Injury Prevention for Public Entities (DVD) 2008
- Roadway Worker Safety: In the Zone (DVD) 2008
- Safety First: Work Area Traffic Control (DVD) 2003
- Personal Protective equipment: Your Final Defense (DVD) 2014

Other Resources

- Texas Department of Insurance: [Safety after a storm](#)
- [National Work Zone Safety Information Clearinghouse](#)



Loss Prevention Department | tmlirp.org | 800-537-6655

Download T.I.P.S. Sheet (English)

Download T.I.P.S. Sheet (Spanish)



Debris Removal poster



Download poster



High-Visibility Clothing T.I.P.S. sheet

HIGH VISIBILITY APPAREL:

Working on or near roadways and traffic is always a dangerous proposition, and by far the best way to avoid being struck is to be seen. Are you *R.O.A.D. Ready* when it comes to high-visibility apparel? Remember the R.O.A.D. acronym:

Recognize the Hazards:

- The [Texas Manual on Uniform Traffic Control Devices](#) requires all workers, including first responders, to wear high-visibility safety apparel while in the right-of-way.

Observe People, Processes, and Equipment:

- Do workers have appropriate high-visibility clothing and personal protective equipment?
- Are workers empowered to question safety and make suggestions to improve it?

Assess the Risk Level:

- Is it possible to perform this task safely with current training, equipment, and conditions?
- Conduct an after-action review to see what can be learned and improved upon.

Determine the Safest Course of Action:

- Develop, implement, and communicate policies and expectations for affected employees.
- Supervisors should set the example by using high visibility garments as required.
- Select the proper apparel – consider: (1) location of typical worksites/operations, (2) lighting conditions; (3) weather conditions; and (4) colors.
- Keep apparel in good condition and replace as needed.

Pool-Provided Resources:

TMLIRP Media Library

- Personal Protective Clothing - Firefighter 1 – Volume 6, Disk #606
- Personal Protective Equipment: Your Final Defense, Disk #732
- PPE: Don't Start Work Without It, Disk #667

TMLIRP Online Learning Center

- Personal Protective Equipment
- Work Zone Safety for Local Governments
- Highway Incident Safety Guidelines for Emergency Responders

Other Resources

- [U.S. Federal Highway Administration, Manual on Uniform Traffic Control Devices, Section 6D.03 Worker Safety Considerations](#)
- Work Zone Safety: Types of [High Visibility Clothing](#)



Loss Prevention Department | tmlirp.org | 800-537-6655

Download T.I.P.S. Sheet (English)

Download T.I.P.S. Sheet (Spanish)



High-Visibility Clothing poster



[Download poster](#)



Runover and Backover T.I.P.S. sheet

Runover & "Backover"

The [National Work Zone Safety Information Clearinghouse](#) reports that being run over (or backed over) by a vehicle is the leading cause of death in work zones. Are you R.O.A.D. Ready when your job involves driving or working around vehicles? Remember the R.O.A.D. acronym:

Recognize the Hazards:

- Accidents can happen for several reasons, including a worker being in the driver's blind spot, not hearing a backup alarm, or simply driver inattentiveness.
- Inspect all vehicles and equipment to ensure that safety features are in working order.
- Proactively conduct table-top exercises to prepare for incident response and improvement in policies, procedures, and training, *before* an incident occurs.

Observe People, Processes, and Equipment:

- What are the physical conditions of the area?
- What types of vehicles and equipment are present?
- Are vehicles in good working order?
- Do workers have appropriate clothing and personal protective equipment?
- Are workers empowered to question safety and make suggestions to improve it?

Assess the Risk Level:

- Is it possible to perform this task safely with current training, equipment, and conditions?
- Conduct an after-action review to see what can be learned and improved upon.

Determine the Safest Course of Action:


- Provide regular training in work zone setup and traffic control measures.
- Employees should avoid walking/working in areas where they can be run over by vehicles or equipment.
- Use appropriate best practices, such as advance warning, proper traffic control, pre-planning, and training.
- Establish an internal traffic control plan (ITCP) to coordinate the movement of workers, equipment, and vehicles, including: (1) a marked/designated area for workers on foot; (2) minimizing backing vehicles and equipment; (3) radio communications; (4) spotters; (5) blind spot education; and (6) high-visibility clothing.

Pool-Provided Resources:

- TMLIRP Online Learning Center
- Work Zone Safety for Local Governments

Other Resources

- [National Work Zone Safety Information Clearing House](#)
- [OSHA – Preventing Back Overs](#)
- [National Institute for Occupational Safety and Health Blind Spot Diagrams](#)



Loss Prevention Department | tmlirp.org | 800-537-6655

Download T.I.P.S. Sheet (English)

Download T.I.P.S. Sheet (Spanish)



Runover and Backover poster



[Download poster](#)



Vehicle Operations & Traffic Safety T.I.P.S. sheet

VEHICLE OPERATIONS AND TRAFFIC SAFETY

A vehicle crashes in Texas almost every minute of every day (every one minute and seven seconds, [to be exact](#).) Are you R.O.A.D. Ready when operating your local government vehicle? Remember the R.O.A.D. acronym:

Recognize the Hazards:

- The [Texas Department of Transportation](#) reports that Texans drove over 260 billion miles in 2020.
- Appraise the vehicle, traffic conditions, weather, and other relevant factors prior to operating a vehicle.
- Proactively conduct table-top exercises to prepare for incident response and improvement in policies, procedures, and training before an incident occurs.

Observe People, Processes, and Equipment:

- Inspect your vehicle and equipment on a regular basis.
- Know what communication devices will be used when responding to incidents and ensure they are in good working order.
- Ensure your vehicle is equipped with personal protective equipment, such as reflective vests, to use when responding to incidents.
- Are workers empowered to question safety and make suggestions to improve it?

Assess the Risk Level:

- Is it possible to perform this task safely with current training, equipment, and conditions?
- Conduct an after-action review to see what can be learned and improved upon.

Determine the Safest Course of Action:


- Provide regular driving safety training and roadway incident response training that's relevant to the type of vehicle and conditions, including vehicle-blocking procedures at roadway incidents, providing other drivers with advanced warning, proper lighting procedures, safe traffic control practices, certified flaggers, and traffic incident management.
- Provide appropriate personal protective equipment (PPE), such as reflective vests, etc.

Pool-Provided Resources:

- [Risk Resource Library](#): Move Over Law
- [Media Library](#):
 - Before you Turn the Key – Disk #537
 - Defensive Flagging: A Survivor's Guide – Disk #23
- [Online Learning Center](#):
 - Traffic Incident Management
 - Highway Incident Safety Guidelines for Emergency Responders

Other Resources:

- Texas Department of Insurance: [Occupational Driving Safety Resources](#)
- [Responder Safety Learning Network](#) training programs
- Federal Highway Administration: [Office of Safety](#)



Loss Prevention Department | [tmlirp.org](#) | 800-537-6655

Download T.I.P.S. Sheet (English)

Download T.I.P.S. Sheet (Spanish)



Vehicle Operations & Traffic Safety poster



[Download poster](#)



Work Zone Safety T.I.P.S. sheet

WORK ZONE SAFETY:

A work zone is a complicated environment that can involve lane closures, detours, moving equipment, utility repairs, and other hazardous activities. While work zones are necessary to construct and maintain roadways and adjacent facilities, they can result in crashes, injuries, and fatalities. Are you *R.O.A.D. Ready* when your job is in a work zone? Remember the R.O.A.D. acronym:

Recognize the Hazards:

- Visit the work zone site in advance to identify any potential issues, such as traffic conditions, obstructed views, overhead and/or underground utility lines (always use "Call Before You Dig"), and excavation, and equipment placement.
- Are there environmental concerns, such as low light, severe weather, fall hazards, or significant heat/cold exposures?
- Proactively conduct table-top exercises to prepare for incident response and improvement in policies, procedures, and training before an incident occurs.

Observe People, Processes, and Equipment:

- What are the physical conditions of the work zone?
- Is equipment in good working order and are workers properly using it?
- Do workers have appropriate clothing and personal protective equipment?
- Are workers empowered to question safety and make suggestions to improve it?

Assess the Risk Level:

- Is it possible to perform this task safely with current training, equipment, and conditions?
- Conduct an after-action review to see what can be learned and improved upon.

Determine the Safest Course of Action:


- In general, follow Chapter 6 of the [Texas Manual on Uniform Traffic Control Devices](#) and typical applications.
- If necessary, appoint a temporary work zone safety officer who can suspend work when safety concerns are raised.
- Ensure all traffic control devices (TCDs) are in good working condition and review traffic control plans for appropriate installation.

Pool-Provided Resources: TMLRP Media Library

- Roadway Worker Safety: In the Zone – Disc #544
- Safety First: Night Work – Disc 205
- Defensive Flagging: A Survivor's Guide – Disc 23
- Safety First: Work Area Traffic Control – Disc 80
- LocaGovU Online Course – Work Zone Safety for Local Governments

Other Resources:

- [Texas Department of Insurance – Driving in Work Zones Fact Sheet](#)
- [Work Zones - Texas Department of Transportation](#)
- [Smart Work Zones – Texas Department of Transportation](#)
- [FHWA - National Highway Institute Courses in Work Zone Safety](#)
- <https://www.workzonesafety.org>
- [FHWA - Work Zone Traffic Management Program](#)



Loss Prevention Department | tmlirp.org | 800-537-6655

Download T.I.P.S. Sheet (English)

Download T.I.P.S. Sheet (Spanish)



Work Zone Safety poster



Download poster