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Site Logistics Planning and Separation of Workers and Equipment

I. PURPOSE

The purpose of site logistics planning is to eliminate the high number of accidents, incidents, high potential accidents, and fatalities that occur when pedestrians (public and workers) are not protected or separated from vehicular traffic and construction equipment.

This mandatory process requires that all construction projects develop and maintain logistics plans that demonstrate the separation of machinery from the workers and public in a current clearly communicated method.

II. WHAT DO SITE LOGISTICS PLANS INCLUDE AND HOW ARE THEY MANAGED?

Site logistic plans should be done electronically (Blue Beam, CAD, etc.) using site plans and contract drawings to clearly illustrate how equipment, vehicles, and machinery are separated from the workers and safely managed during operations.

Site logistics plans, rules, and requirements should be part of every employee project orientation. Plans should be posted at prominent jobsite locations.

Plans should be updated when sequence of work or changes in site conditions effect safety. At a minimum, they should be reviewed monthly to confirm that they are current and should become a part of daily safety inspections, tool box talks, and leadership audits.

III. TOOLS AND BEST PRACTICES

The following is a list of categories and considerations to be incorporated into a logistics plan

A. <u>PUBLIC SAFETY CONSIDERATIONS</u>

a) Separation of public from equipment and construction operations using effective means for the associated risk. These methods may span from heavy protection (concrete jersey barriers) to cautionary protection (orange fencing).
b) Controlled/separated Pedestrian and vehicle entry and exit points, consideration of any blind spots
c) Signage and lighting, speed limits, designated pedestrian/traffic routes and directional signage
d) Consider local ordinances, public requirements and road restrictions

B. <u>WORKER SAFETY CONSIDERATIONS</u>

a) On/off site parking for trades. Consider crosswalks and necessary lighting.
b) Health and wellness planning, eating areas, hand washing, catering, smoking areas, heat and cold weather protection, muster points, safe zones, portable toilets
c) Staging areas, job trailers and training locations
d) Hazcom, first aid kit, eye wash station(s), hand wash station(s), bilingual requirements
e) Incorporate emergency action plan into logistics plan, EMT access, AED, first aid
f) Protected and identified entry/exit into the structure. If required, entrances should be manned for badge checking.

g) All barriers depending on risk, jersey barriers, fencing, tape, cones, and other requirements

C. CRANES, TRUCKS AND HEAVY EQUIPMENT CONSIDERATIONS

a) Delivery routes and procedures (materials, fed ex, catering, etc.)
b) Cross reference storm water protection and environmental plans. Heavy equipment many times is associated with this planning.
c) Flag men/ spotter requirements
d) Material lifting, handling, vertical transportation plans
e) Dumpsters, fuel storage containers, flammable gas storage all protected from vehicles
f) Concrete wash out locations
g) Crane Access Roads
h) Air Rights, FAA Height Restrictions
i) Concrete Pump Trucks
j) Crane Locations and other vertical transportation

D. OTHER CONSIDERATIONS

a) Night Time Operations
b) Reversing Operations
c) Consider proximity alarms and emerging technology
d) Security cameras
e) Utility locates and mitigation plan above and below grade, temp power, shut off locations

IV. AUDITING

A. A project site safety inspection shall be performed monthly and include items specific to this guide.
B. Periodic inspections by Senior Leadership should be performed in addition to the monthly inspection.

V. COMPANY OR VENDOR EQUIPMENT AND VEHICLES POLICY

Any Company or Vendor directly contracted by Gallant Builders entering the site must:

A. Employ a Safety Program which includes:
   a) A drug testing policy;
   b) Training for accepted safe driving techniques (such as use of handheld devices, appropriate speed, etc.);
   c) An appropriate plan for backing up including flagging, if necessary.
B. Comply with all applicable health regulations, particularly in the case of caterers.
C. Provide proof of insurance.
D. Provide proof of all regulatory and otherwise required inspections of the vehicle.

VI. ORIENTATIONS

A. Delivery drivers, when applicable, should be oriented to the logistics plan. Orientations should include the following:
   a) Entry points to the site and acceptable travel paths through the site
   b) Set up for providing their service
   c) Exit routes
   d) Set times for set up and break down
   e) Eliminate reversing, if at all possible. If it cannot be avoided, a reversing plan must be developed.
   f) What to do in case of emergency
   g) What to do if the vendor experiences problems on site and who to contact.

B. In addition to the standard jobsite orientation and site specific directions; the workforce should be advised and made aware of the Site Logistics Plan including:
   a) Specific break areas
   b) Use of crosswalks
   c) Times that catering truck will begin and finish serving – stressing that once the truck is closed for that time, there will be no re-opening.
   d) Parking areas and safe driving while on site
   e) Delivery routes
   f) Traffic Control