

Separating pedestrians and vehicles in the workplace

A simple guide to keep Pedestrians and Drivers safe.

- Roadways and footpaths should be separate whenever possible. If this cannot be achieved you must ensure that traffic routes keep vehicle routes far enough away from doors or gates that pedestrians use, or from pedestrian routes that lead on to them, so the safety of pedestrians is not threatened.
- Introducing a one-way system will limit reversing and allow pedestrians to know the direction of traffic.
- Creating pedestrian traffic routes that will correspond to the paths people would naturally follow when walking across a site to avoid short cuts being taken.
- Provide suitable barriers or guardrails at the entrance/exit to the building, corners and at any pedestrian walkway that leads directly onto a vehicle route.
- Ensure all traffic routes have a well-drained surface that is suitable for its purpose and must not be uneven, potholed, sloped, slippery to avoid vehicles losing control.
- Keep pedestrians away from areas where people are working in or with vehicles unless they need to be there.
- Limit the speed of vehicles in the workplace, this is an important part of controlling traffic, and consider fixed traffic calming measures.
- Introduce drive-through loading and unloading positions. Where reversing is unavoidable, routes should be organised to minimise the need for reversing.



- Ensure pedestrian and vehicle routes include markings, kerbs, and signage.
- Pedestrians should wear high-visibility clothing.
- Ensure all vehicles are in good working order and only operated by trained and authorised drivers.
- Provide suitable and sufficient lighting, particularly in areas where vehicles manoeuvre, or pedestrians and vehicles circulate and cross; loading and unloading takes place.
- Visibility must be good enough for drivers to see potential hazards, and pedestrians to see vehicles.
- Further consideration must be given to people who work near vehicle routes.



- Ensure visiting pedestrians report to the site office and are always accompanied by a supervisor. Explain site safety policies and traffic procedures before they are allowed into areas where vehicles operate.
- Provide separate vehicle and pedestrian doors whenever possible. If this cannot be provided you must have a system in place that will prevent pedestrians and vehicles using the shared door at the same time.
- Ensure all drivers are competent to operate a vehicle safely and receive appropriate information, instruction and training for the vehicle they use.

#DriveDangerOut

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