

Technical Circular T-06/01 (**REVISED**)  
File: 195-20/TECH  
Date: November 07, 2001

To: All HQ Directors, Operations, Planning and Major Projects  
All Regional Directors  
All District Highway Managers

**SUBJECT: Traffic Management Guidelines (TMG) for Work on Roadways**

**PURPOSE:**

To clarify policy and procedure with respect to the requirements for, and the process for, Traffic Management Plans where work on highways will affect existing traffic.

**BACKGROUND:**

The safety of the travelling public is one of the Ministry's primary responsibilities, and when construction works or other activities take place on public highways it is imperative that care is taken to manage traffic in a manner that will ensure safety for the public as well as the workers.

The Ministry's *Traffic Control Manual (TCM) for Work on Roadways* sets out specific traffic control requirements and responsibilities, as well as specific traffic control layouts or configurations of signing and lane demarcation for various activities. However it does not fully address the following issues:

- The need for submission of a fully approved Traffic Control Plan setting out intended, staged traffic control layouts during the work process for the acceptance of the District Highway Manager prior to proceeding with any disruption to existing traffic. This must include the name of the person who will be performing the role of, and accepting the responsibilities for, the Traffic Control Supervisor function as set out in WCB Regulation;
- The need for a Public Information Plan dealing with communication of the disruption or delay to traffic with the travelling public, local communities, or other agencies such as transit;
- The need for an Incident Plan in areas with more complex or congested traffic conditions, to ensure access and passage for emergency vehicles or to ensure the removal of stalled or immobile vehicles from restricted travel lanes; and
- The need for submission of an Implementation Plan setting out the name of the person who will be performing the role of the Traffic Manager, and who will be responsible for overall traffic management, public communication and incident

response. This information should include discussion of ongoing project team communications related to traffic control, changes to construction schedules and activities affecting traffic, and address a process for keeping approvals up-to-date and ensuring acceptance by the Ministry.

The Traffic Management Manual addresses these issues as appropriate for various size projects.

## **NEW POLICY**

*The Traffic Management Guidelines (TMG) for Work on Roadways*, is to be used as a set of standard guidelines, and a companion document to the *Traffic Control Manual for Work on Roadways*, primarily for Ministry use in determining a traffic management strategy which sets out requirements for a Traffic Management Plan.

This new manual contains standard contract language regarding conditions and requirements for that Plan, and is to be used in all cases where existing traffic will be impacted by works. This Plan must address each of the four areas above, where appropriate, and the plan must be acceptable to the District Highway Manager prior to commencement of work on highways where there will be disruption or delay to the travelling public.

The manual is available on the Ministry intranet site at <http://gww.th.gov.bc.ca/gwwrl/Content/traffic/guidelines.asp>.

Requests for changes to the guidelines should be forwarded to Patrick C. Livolsi, Manager, Traffic & Electrical Engineering, South Coast Region and Ed Miska, Senior, Traffic and Electrical Engineer, Engineering Branch.

## **CONTACT**

Ed Miska, Senior Traffic & Electrical Engineer, Engineering Branch

(original signed by Dirk Nyland – November 7, 2001)

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