

**SECTION I - SAFETY PROCEDURES GROUPED BY WORK ENVIRONMENT**

This section outlines specific safety procedures that are grouped by like work environments and are applicable throughout the City. It is not intended to be all-inclusive, but may be used as a guide in addition to each department's standard operating procedures.

**Operations In and On the Public Way**

- A. Traffic control will be practiced when working on or in the proximity of a street or road. When possible, traffic should be detoured around a construction site in the travel lane. If traffic must be limited to one lane, flag people will be used to direct traffic and adequate signs, cones, and/or barricades will be used to warn oncoming traffic to the site.
- B. If street construction or repair work is to be performed, preparations must be made to assure vehicle and pedestrian safety before such work is allowed to begin.
- C. Where traffic must be periodically stopped or obstructed by workers or equipment in the traveled portion of a roadway, signs, signals and/or barricades will be used. Flag persons may be utilized for heavy traffic locations, for high hazard areas, or for large construction zones.
- D. All workers in or near the roadway will wear reflective vests or cross straps on their clothing while at the work site. Flashlights must also be used at night.
- E. In the event that a road must be partially or entirely blocked off for any duration of time, the Police and Fire Departments will be informed prior to blocking.
- F. Hard hats will be worn at all times in any excavation or in any tree work areas.
- G. All personal protective equipment will be worn in the prescribed manner.

