

BCCCM3003B**Unit Descriptor****Implement traffic management plan**

This unit specifies the competency required to implement a traffic management plan for works on roads ensuring traffic flow is maintained and risk to the safety of the public and workers is minimised. It includes the minimum criteria for competency assessment.

The unit includes traffic management plans for public and private roads, parking areas and restricted access construction sites.

Unit Sector

No sector assigned

ELEMENT**PERFORMANCE CRITERIA**

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| 1. Plan and prepare | <ul style="list-style-type: none"> 1.1 Work instructions, including plans, specifications, quality requirements and operational details relevant to the tasks are obtained, confirmed and applied to the allotted task 1.2 Safety requirements are obtained from the site safety plan and organisational policies and procedures, confirmed and applied to the allotted task 1.3 Signage requirements are identified and obtained from the project traffic management plan and implemented 1.4 Tools and equipment selected to carry out tasks that are consistent with the requirements of the job, checked for serviceability and any faults are rectified or reported 1.5 Environmental protection requirements are identified from the project environmental management plan confirmed and applied to the allotted task 1.6 The designated traffic controllers' training/ qualifications are checked for currency as per State or Territory legislation 1.7 Process for dealing with traffic controllers when they fail to adhere to the approved procedures is followed 1.8 Procedures to deal with offending motorists is followed 1.9 Traffic controllers are advised of the traffic flow requirements for the site |
| 2. Set out the traffic guidance scheme | <ul style="list-style-type: none"> 2.1 Traffic guidance scheme is selected to suit site conditions, traffic volumes and work activities 2.2 Work schedule, maximum traffic delays, signals and site communications are determined and adhered to 2.3 Signs and devices are correctly positioned on the approaches to the work area in accordance with the traffic management plan 2.4 Signs and devices are positioned and displayed on each approach according to State or Territory Road Authority requirements and the traffic management plan 2.5 Signs and devices are positioned laterally and displayed in accordance with State or Territory Road Authority requirements 2.6 Traffic is controlled effectively to protect the work crew placing traffic control devices around the work area |

- 3. Monitor traffic guidance scheme
 - 3.1 Traffic flow is monitored and effectiveness of guidance scheme determined
 - 3.2 Work activities are monitored and guidance scheme adjusted

- 4. Close down traffic guidance scheme
 - 4.1 Traffic is controlled to protect work crew removing traffic control devices from the work area
 - 4.2 Signs are removed in sequence to provide maximum warning during removal of traffic control devices
 - 4.3 Guidance scheme details are recorded to organisational and or State or Territory Road Authority requirements
 - 4.4 Incidents are reported as required by the organisation and/or State or Territory Road Authority

- 5. Clean up
 - 5.1 Work area is cleared in accordance with the project environmental management plan
 - 5.2 Tools and equipment are cleaned, checked, maintained and stored in accordance with manufacturers' recommendations and standard work practices

KEY COMPETENCIES

These include a number of processes that are learned throughout work and life, which are required in most jobs. Some of these are covered by the national key competencies, although others may be added. The details below highlight how these competencies are to be applied in the attainment of this unit.

Application of the key competencies in this unit are to satisfy the nominated level in which:

Level 1 relates to working effectively within set conditions and processes;

Level 2 relates to the management or facilitation of conditions or processes; and

Level 3 relates to the design, development and evaluation of conditions or process.

How will the candidate apply the following key competency in this unit? The candidate will need to:

Key Competency	Example of Application	Performance Level
Communicating ideas and information	Communicate ideas and information in simple English to enable confirmation of work requirements, passage of information and requests to other workers during operations and the reporting and recording of work outcomes	2
Collecting analysing and organising information	Collect, organise, interpret and understand the information required for the preparation and application of implementing a traffic management plan, including work instructions, quality assurance procedures, manufacturers' instructions, material safety data sheets and equipment instructions	2
Planning and organising activities	Plan and organise activities associated with the preparation and application of implementing a traffic management plan, including the scheduling and use of equipment, materials and tools to avoid backtracking and rework	2
Working with others and in teams	Work with others and in a team by recognising dependencies and using co-operative approaches to optimise satisfaction and productivity	2
Using mathematical ideas and techniques	Use mathematical ideas and techniques to correctly calculate time to complete tasks, complete measurements, determine speed/distance/time sequences and establish quality checks	1
Solving problems	Establish safe and effective work processes which anticipate likely problems and blockages and systematically work around these to avoid or minimise reworking and avoid wastage	2
Using technology	Use workplace technology related to determining requirements, the planning and application of implementing a traffic management plan, including the use of calculators, mechanical equipment and the reporting/recording of results	1

RANGE STATEMENT

The Range Statement provides advice to interpret the scope and context of this unit of competency allowing for differences between enterprises and workplaces. It relates to the unit as a whole and facilitates holistic assessment. The following variables relate to this particular unit:

Unit scope

- Traffic management plans are to include but not be limited to public roads and construction sites
- Conditions which impact on the traffic management plan may include but not be limited to varying terrain, all weather conditions, varying road surfaces, all vehicle types, rural, urban or residential localities, all times of day, varying traffic volumes and on varying road types
- Traffic control applies to and includes but is not limited to worksite preparation activities, worksite traffic, through traffic, machine operator support, services protection and identification, worksite traffic co-ordination
- Radio transmissions are to include but not be limited to VHF and UHF
- Traffic signs and devices are to include but not limited to temporary warning signs, regulatory and traffic cones and may include vehicle mounted signs and flashing lights, guide signs, warning signs, barriers, hazard markers, portable traffic signals, bollards and arrow boards
- Planning and preparation is to include but not be limited to worksite inspection, equipment defect identification, assessment of conditions and hazards and determination of work requirements
- Traffic conditions may include but not be limited to congested urban environments, low traffic rural areas, off-road un-trafficked areas, buildings, parking sites and pedestrian areas
- Site locations may include but not be limited to any civil construction site and road where civil construction work is conducted

Safety (OH&S)

- OH&S requirements are to be in accordance with State or Territory legislation and regulations, organisational safety policies and procedures, and project safety plan. This may include protective clothing and equipment, use of tools and equipment, workplace environment and safety, handling of materials, use of fire fighting equipment, use of first aid equipment, hazard control and hazardous materials and substances
- Personal protective equipment is to include that prescribed under legislation, regulation and workplace policies and practices
- Safe operating procedures are to include but not be limited to recognising and preventing hazards associated with uneven/unstable terrain, trees, pits, poles, dirt mounds, overhead service lines, bridges, surrounding buildings, obstructions, structures, facilities, dangerous materials, recently filled trenches, other machines, personnel, restricted access barriers, traffic control, working in proximity to others, worksite visitors and the public
- Safe parking practices are to include but not be limited to ensuring access ways are clear, equipment/machinery is away from overhangs and refuelling sites, safe distance from excavations, and secured from unauthorised access or movement
- Hazards and risks may include but not be limited to uneven/unstable terrain, trees, fires, overhead and underground services, bridges, buildings, excavations, traffic, embankments, cuttings, structures and hazardous materials
- Emergency procedures are to include but not be limited to organisational first aid requirements and evacuation

Environmental Requirements

- Environmental requirements are to include but are not limited to organisational/project environmental management plan, waste management, water quality protection noise vibration, dust and clean-up management

Quality Requirements

- Quality requirements may include but not be limited to dimensions, tolerances, standards of work and materials standards as detailed in the project drawings, specifications and project documentation to meet client satisfaction

Statutory/Regulatory Authorities

- Statutory/regulatory authorities may include Federal, State and Local Authorities

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| Tools and equipment | <ul style="list-style-type: none"> • Tools and equipment are to include but not be limited to high visibility vests, cones, signage, notebooks, pens and may include radios, stop-slow bats, delineators, barricades, barriers, bollards, warning lights and beacons, arrow boards and signalling devices |
| Communications | <ul style="list-style-type: none"> • Communications are to include but not limited to verbal instructions and fault reporting and may include two way radio, hand signals, mobile phone, site specific instructions, written instructions or instructions related to job/task |
| Information | <ul style="list-style-type: none"> • Information sources may include but not be limited to verbal or written and graphical instructions, signage, work schedules/plans/specifications, work bulletins, charts and hand drawings, memos, material safety data sheets (MSDS) and diagrams or sketches • Safe work procedures or equivalent related to implementing a traffic management plan • Regulatory/legislative requirements pertaining to implementing a traffic management plan • Manufacturers' specifications and instructions • Organisation work specifications and requirements • Instructions issued by authorised organisational or external personnel • Relevant Australian Standards |

EVIDENCE GUIDE

The Evidence Guide identifies the critical aspects, knowledge and skills to be demonstrated to confirm competency for this unit. This is an integral part of the assessment of competency and should be read in conjunction with the Performance Criteria, the Range Statement, and the Assessment Guidelines of the Training Package.

Critical aspects of evidence required to demonstrate competency in this unit

- Location, interpretation and application of relevant information, standards and specifications
- Compliance with site safety plan, OH&S regulations and State/Territory legislation applicable to workplace operations
- Compliance with organisational policies and procedures including quality requirements
- Implementation of a minimum of three traffic management plans (on three separate jobs), these must include at least one intersection and at least one main road
- Safe and effective operational use of tools and equipment
- Communication and working effectively and safely with others

Relationship to other units

- Pre-requisite units are:

BCCCM1001B Follow OH&S policies and procedures

Competency in this unit may be assessed in conjunction with other functional units which together form part of the holistic work role

Specific knowledge required to achieve the performance criteria

- A knowledge of
 - Site and equipment safety requirements
 - State and Territory traffic management legislation
 - Requirements set down by the Manual for Uniform Traffic Control Devices
 - Potential hazards
 - Traffic controlling
 - Traffic management plans
 - Basic signalling
 - Signs and devices
 - Radio operations
 - Equipment types, characteristics, technical capabilities and limitations
 - Operational, maintenance and basic diagnostic procedures
 - Site isolation and traffic control responsibilities and authorities
 - Processes for the calculation of travel speed
 - Quality requirements
 - Civil Construction terminology
 - JSA's/Safe work method statement

The context of assessment

- The application of competency is to be assessed in the workplace or realistically simulated workplace
- Assessment is to occur under standard and authorised work practices, safety requirements and environmental constraints
- Assessment of essential underpinning knowledge, other than confirmatory questions, will usually be conducted in an off-site context
- Assessment is to comply with relevant regulatory or Australian Standards requirements

Methods of assessment

- Assessment must satisfy the endorsed assessment guidelines of the Building and Construction industry's Civil Construction Training Package
- Assessment methods must confirm consistency and accuracy of performance together with application of underpinning knowledge
- Assessment must be by direct observation of tasks, with questioning on underpinning knowledge and it must also reinforce the integration of key competencies
- Assessment methods must confirm the ability to access and correctly interpret and apply the essential underpinning knowledge
- Assessment may be applied under project related conditions (real or simulated) and require evidence of process
- Assessment must confirm a reasonable inference that competency is able not only to be satisfied under the particular circumstance, but is able to be transferred to other circumstances
- Assessment may be in conjunction with assessment of other units of competency, including those listed above

Specific resource requirements for this unit

- The following resources should be made available:
 - traffic management plan or part 3 of the Manual for Uniform Traffic Control Devices
 - workplace location or simulated workplace
 - signs and devices appropriate to implementing a traffic management plan
 - specifications and work instructions