



It starts with Scouts.

# TRAFFIC MANAGEMENT

## Review Sheet

TRAFFIC MANAGEMENT—DAILY INSPECTION SHEET			
<b>Date:</b>		<b>Location:</b>	
Inspection Prior to Commencement of Work		Day Time Inspection	
Time of Inspection:		Time of Inspection:	
<b>Signs &amp; devices appropriate for the day's activities and conditions</b>	<input type="checkbox"/> Satisfactory <input type="checkbox"/> Modifications / Repairs Required	<b>Signs &amp; devices operating satisfactorily and seen by motorists</b>	<input type="checkbox"/> Satisfactory <input type="checkbox"/> Modifications / Repairs Required
<b>Signs &amp; devices positioned and mounted correctly</b>	<input type="checkbox"/> Satisfactory <input type="checkbox"/> Modifications / Repairs Required	<b>Signs &amp; devices positioned and mounted correctly</b>	<input type="checkbox"/> Satisfactory <input type="checkbox"/> Modifications / Repairs Required
<b>Signs &amp; devices clean and clearly visible</b>	<input type="checkbox"/> Satisfactory <input type="checkbox"/> Modifications / Repairs Required	<b>Signs &amp; devices clean and clearly visible</b>	<input type="checkbox"/> Satisfactory <input type="checkbox"/> Modifications / Repairs Required
<b>Modifications and/or repairs completed</b> <input type="checkbox"/> Yes (Give details)  <input type="checkbox"/> No (If no, give reason)		<b>Traffic Controllers correctly attired and operating correctly</b>	<input type="checkbox"/> Satisfactory <input type="checkbox"/> Modifications / Repairs Required
		<b>Modifications and/or repairs completed</b> <input type="checkbox"/> Yes (Give details)  <input type="checkbox"/> No (If no, give reason)	

Note: This inspection sheet can be modified for specific event usage.

## TRAFFIC MANAGEMENT—DAILY INSPECTION SHEET

Closing Down Inspection	Night Time Inspection
<b>Time of Inspection:</b>	<b>Time of Inspection:</b>
<b>Signage removed</b> <input type="checkbox"/> Satisfactory <input type="checkbox"/> Modifications / Repairs Required	<b>Arrow boards / message boards operating?</b> <input type="checkbox"/> Satisfactory <input type="checkbox"/> Modifications / Repairs Required
<b>Cones and bollards removed</b> <input type="checkbox"/> Satisfactory <input type="checkbox"/> Modifications / Repairs Required	<b>Signs &amp; devices positioned and mounted correctly</b> <input type="checkbox"/> Satisfactory <input type="checkbox"/> Modifications / Repairs Required
<b>'Road Closed' and temporary barriers removed</b> <input type="checkbox"/> Satisfactory <input type="checkbox"/> Modifications / Repairs Required	<b>Signs &amp; devices clean and reflective</b> <input type="checkbox"/> Satisfactory <input type="checkbox"/> Modifications / Repairs Required
<b>Pedestrian containment fencing removed</b> <input type="checkbox"/> Satisfactory <input type="checkbox"/> Modifications / Repairs Required <input type="checkbox"/> N/A	<b>Modifications and/or repairs completed</b> <input type="checkbox"/> Yes (Give details)  <input type="checkbox"/> No (If no, give reason)
<b>All materials removed from medians</b> <input type="checkbox"/> Satisfactory <input type="checkbox"/> Modifications / Repairs Required	
<b>Modifications and/or repairs completed</b> <input type="checkbox"/> Yes (Give details)  <input type="checkbox"/> No (If no, give reason)	<b>Notes:</b> <ul style="list-style-type: none"> <li>Indicate by placing a tick (ü) in the appropriate box for each item.</li> <li>Items requiring modification and/or repair are to be described on the back of this form. For all modifications that are different to the basic traffic management plan layout give details of who authorised changes.</li> <li>Hand sheets to supervisor / manager at the end of each day.</li> <li>When copying, ensure any notes on back of sheet are copied as well.</li> </ul>
	<b>Signed (Inspector):</b>  <b>Signed (Traffic Management Lead):</b>