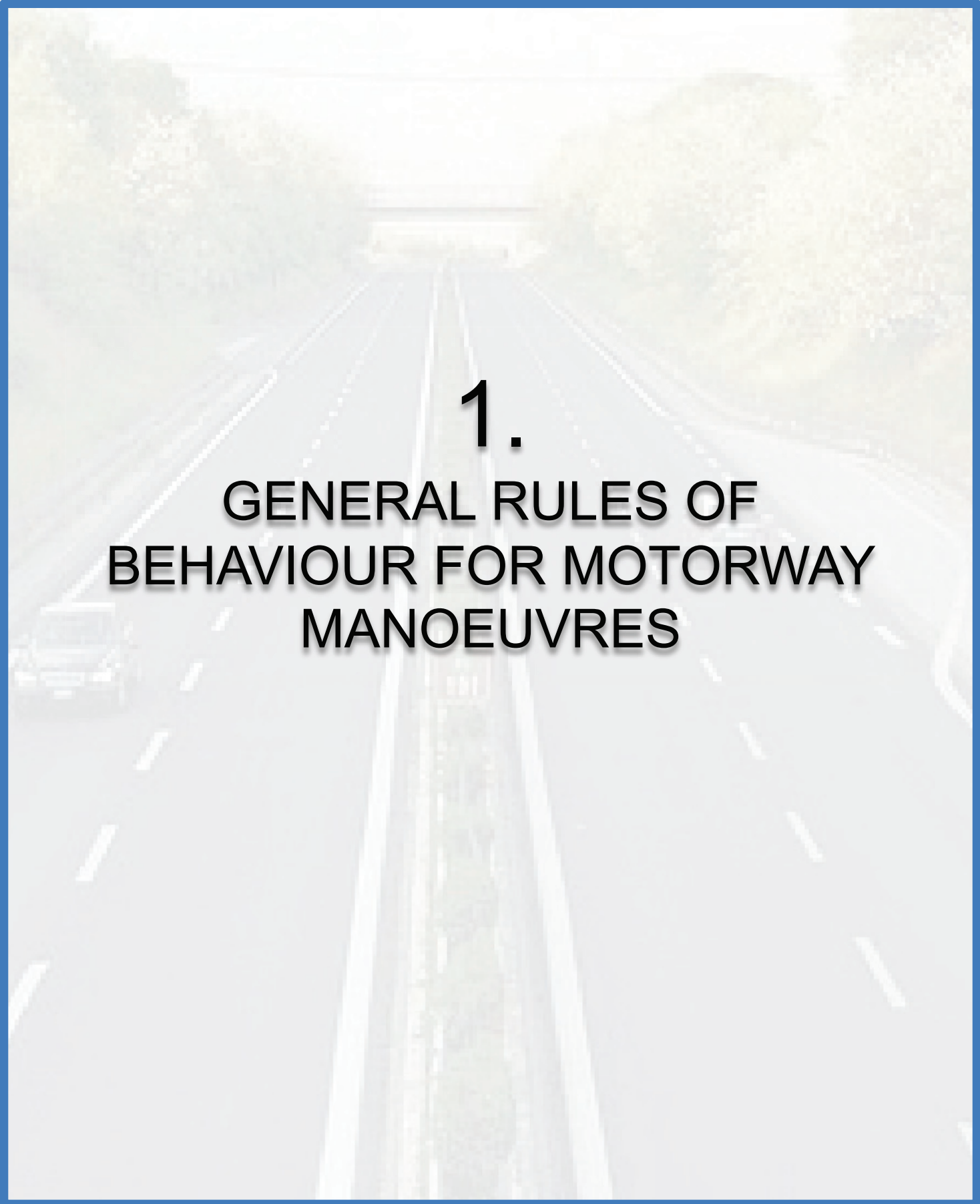




# ROAD OPERATOR SAFETY CARDS

**ROAD OPERATOR SAFETY CARDS**  
*(Road operator safety guidelines – Rev. 3)*



**1.**  
**GENERAL RULES OF  
BEHAVIOUR FOR MOTORWAY  
MANOEUVRES**

## GENERAL RULES FOR ROAD WORKERS

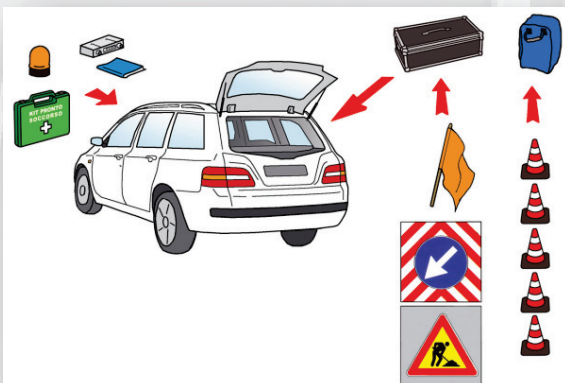
To work on road, you must:



### 1. Be authorized

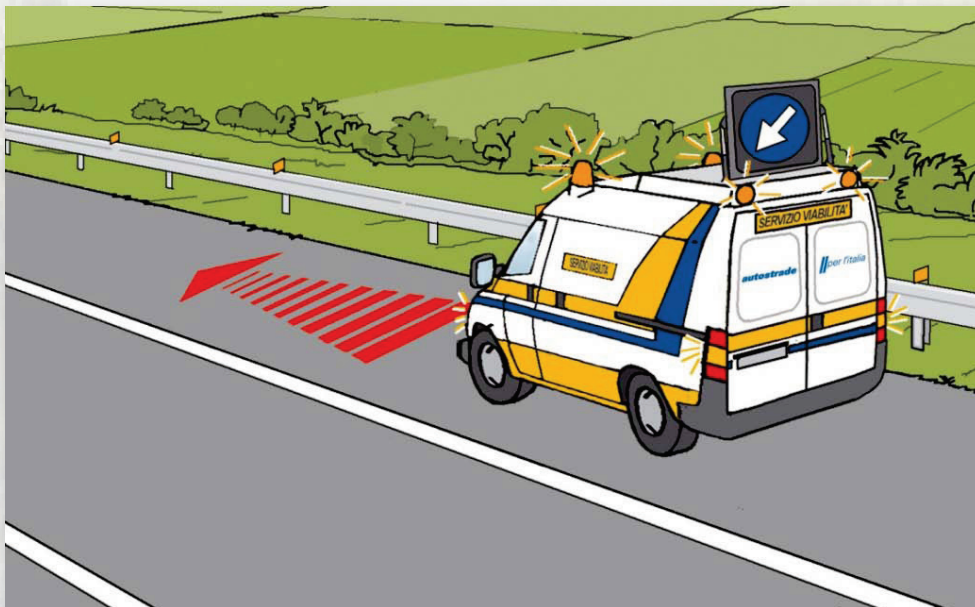


### 2. Wear personal protection equipment (Class 3 high-visibility clothing)

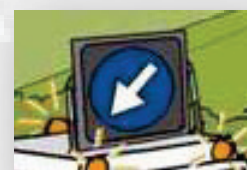
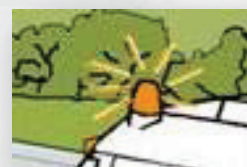


### 3. Check your vehicle's equipment

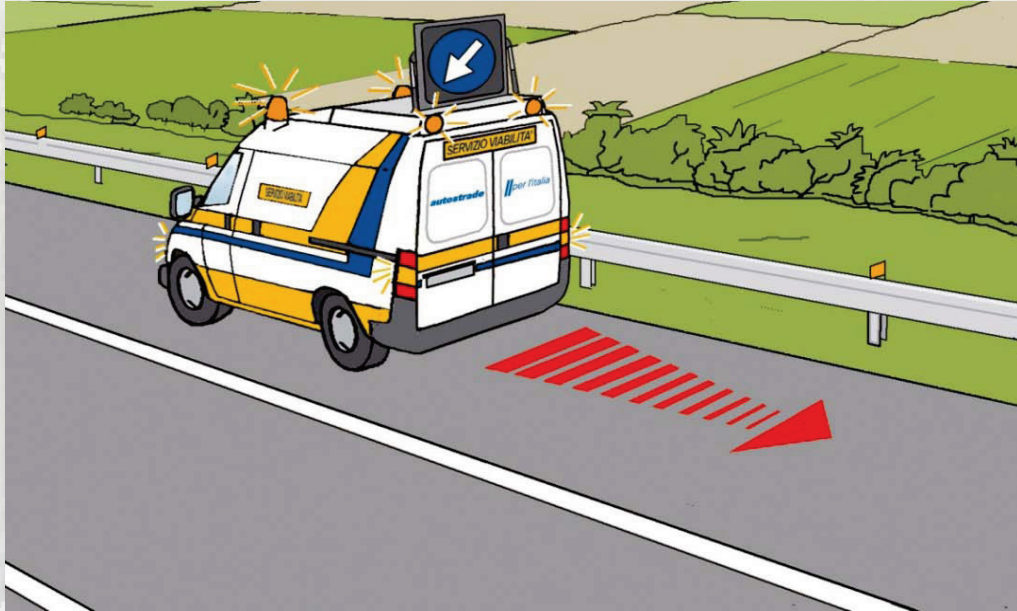
## TRAVELLING IN EMERGENCY LANE



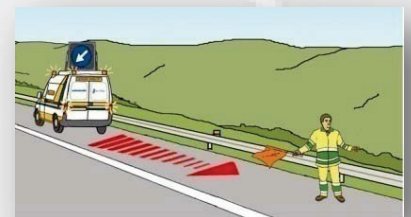
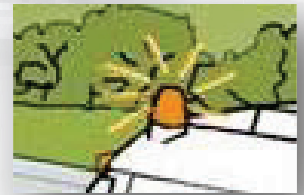
1. SWITCH WARNING BEACONS
2. REDUCE SPEED
3. STAY IN EMERGENCY LANE
4. ACTIVATE LIGHTED MESSAGE SIGN, IF PRESENT
5. WATCH FOR STOPPED VEHICLES
6. WATCH FOR OBSTACLES
7. WATCH FOR PEOPLE OUT OF VEHICLES
8. WATCH FOR OTHER VEHICLES



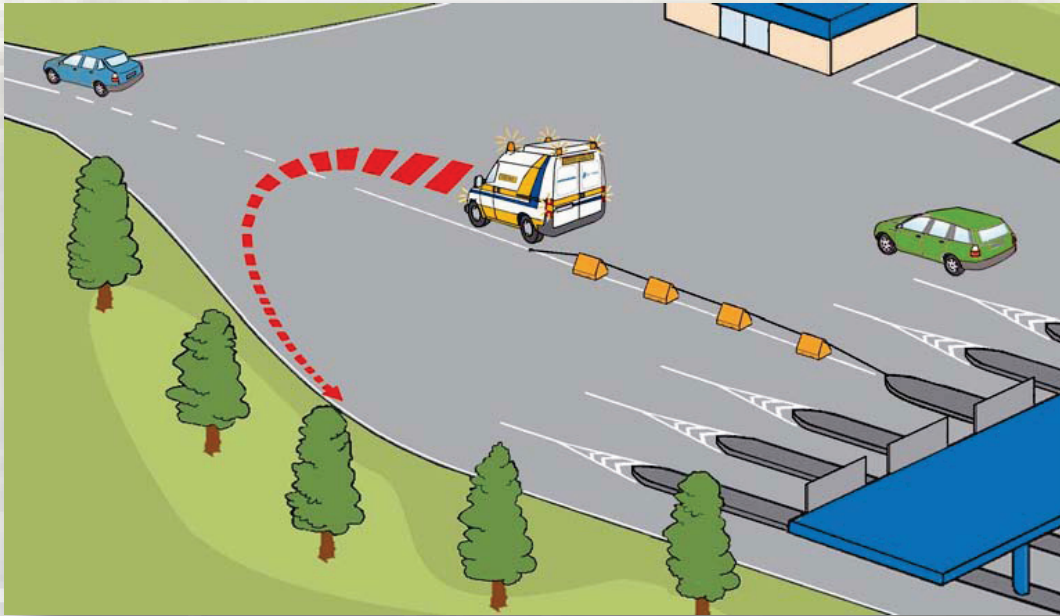
## TRAVELLING IN REVERSE IN EMERGENCY LANE



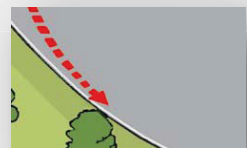
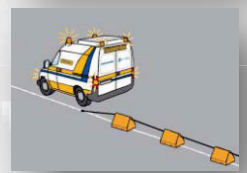
1. SWITCH ON WARNING BEACONS →
2. REDUCE SPEED
3. ACTIVATE LIGHTED MESSAGE SIGN, IF PRESENT →
4. STAY IN EMERGENCY LANE
5. WATCH FOR STOPPED VEHICLES
6. WATCH FOR OBSTACLES
7. WATCH FOR PEOPLE OUT OF VEHICLES
8. WATCH FOR OTHER VEHICLES
9. SIGNAL MANOEUVRE WITH FLAG →



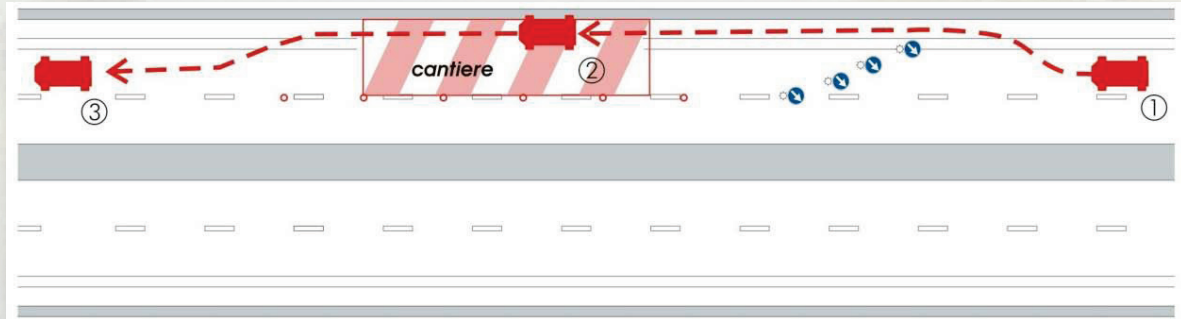
## U-TURN AND CROSSING OVER TOLL PLAZA



1. SWITCH ON WARNING BEACONS →
2. WATCH FOR ONCOMING CARS
3. POSITION YOURSELF BETWEEN THE TWO DIRECTIONS OF TRAFFIC →
4. YIELD TO ONCOMING VEHICLES
5. AFTER COMPLETING U-TURN, →  
PULL UP AT RIGHT

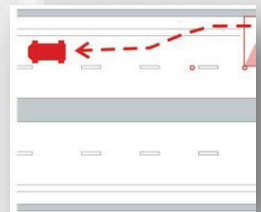
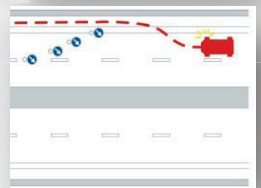


## ENTERING AND EXITING TRANSITABLE WORK ZONE – 1

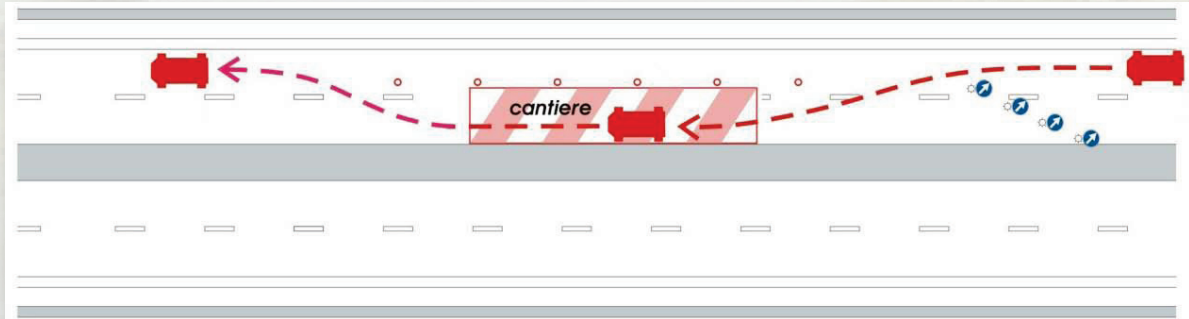


When work zone is on traffic lane:

1. SWITCH ON WARNING BEACONS
2. USE TURN SIGNAL
3. MOVE TO EMERGENCY LANE
4. REDUCE SPEED WITHIN WORK ZONE
5. WATCH FOR OTHER WORKERS
6. WATCH FOR WORK ZONE EQUIPMENT
7. USE EMERGENCY LANE TO EXIT WORK ZONE
8. CAREFULLY REJOIN TRAFFIC IN THROUGH LANE

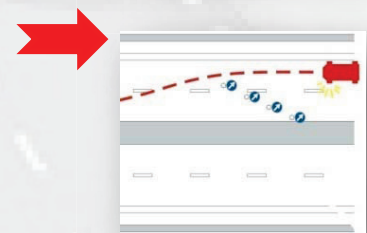
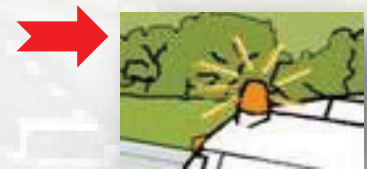


## ENTERING AND EXITING TRANSITABLE WORK ZONE- 2



When work zone is on passing lane:

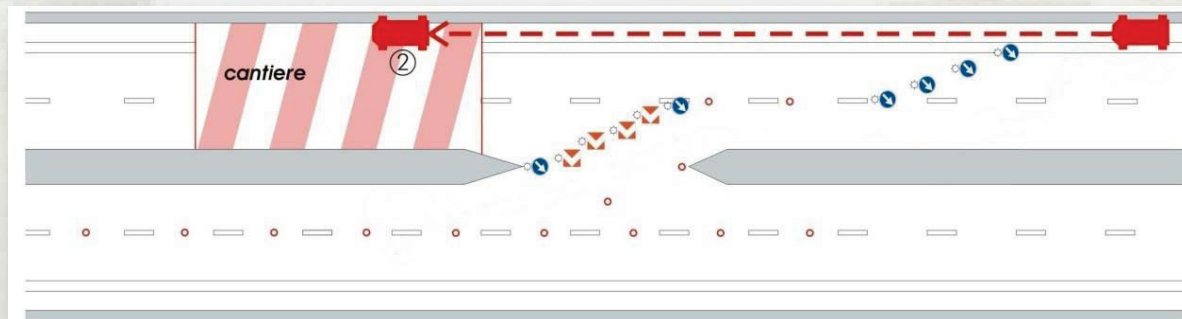
1. SWITCH ON WARNING BEACONS
2. USE TURN SIGNAL
3. ENTER WORK ZONE AREA
4. REDUCE SPEED WITHIN WORK ZONE
5. WATCH FOR OTHER WORKERS
6. WATCH FOR WORK ZONE MACHINERY
7. CAREFULLY REJOIN TRAFFIC IN THROUGH LANE
8. CAREFULLY REJOIN TRAFFIC IN THROUGH LANE





**ROAD OPERATOR SAFETY CARDS**  
(Road operator safety guidelines – Rev. 3)

## ENTERING A NON-TRANSITABLE WORK ZONE

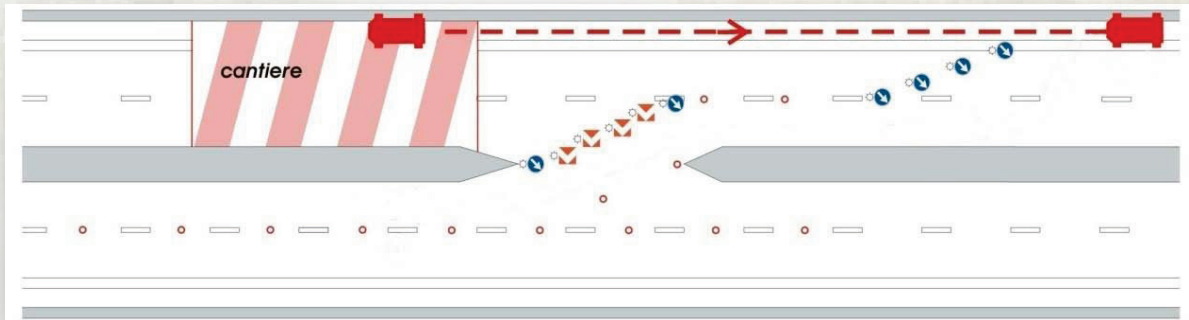


1. SWITCH ON WARNING BEACONS
2. USE TURN SIGNAL
3. MOVE TO EMERGENCY LANE
4. REDUCE SPEED WITHIN WORK ZONE
5. WATCH FOR OTHER WORKERS
6. WATCH FOR WORK ZONE MACHINERY

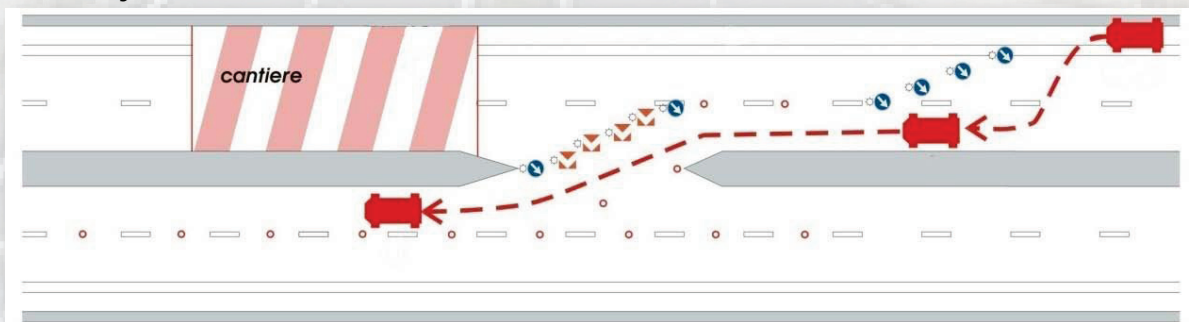


## EXITING A NON-TRANSITABLE WORK ZONE

1. Drive in the emergency lane in reverse



2. Rejoin traffic

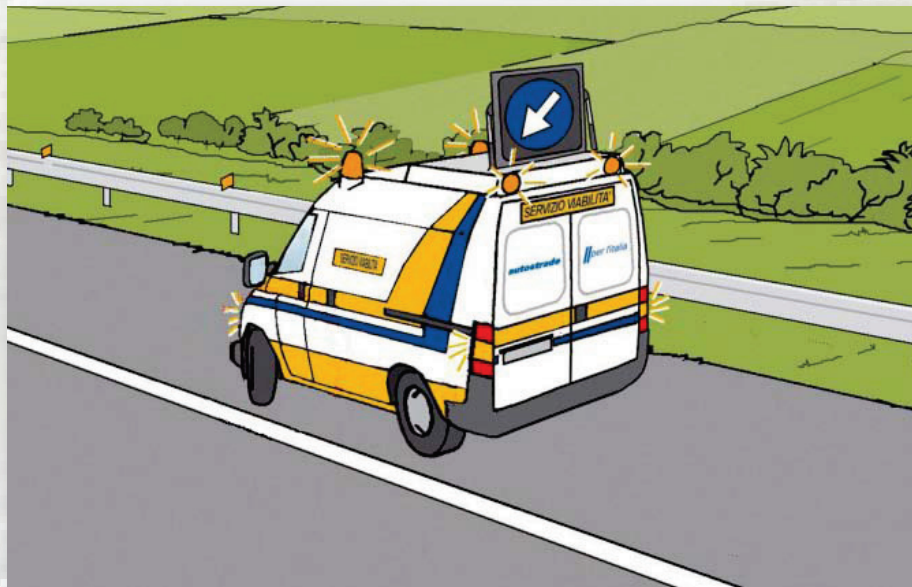


1. SWITCH ON WARNING BEACONS
2. DRIVE IN EMERGENCY LANE IN REVERSE
3. EXIT WORK ZONE AREA
4. CAREFULLY REJOIN TRAFFIC



**ROAD OPERATOR SAFETY CARDS**  
(Road operator safety guidelines – Rev. 3)

## STOPPING VEHICLE



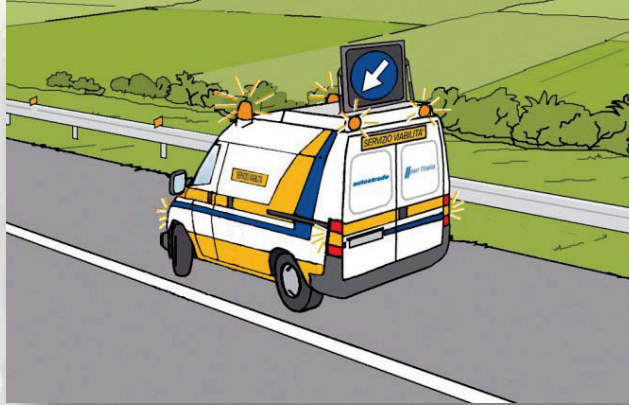
You may stop:

1. in turnouts
2. in emergency lane
3. in work zones
4. on right side, where there is no emergency lane
5. near median, if there is a space safer than on right side

1. WATCH FOR CARS FROM BEHIND
2. SWITCH ON ALL WARNING BEACONS
3. USE TURN SIGNAL
4. SLOW DOWN
5. PULL UP

**Stop in tunnel only in emergency situations.  
In this case, see cards 59 and 60**

## STOPPING VEHICLE IN EMERGENCY TURNOUT OR EMERGENCY LANE



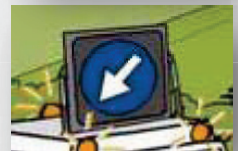
Stop in emergency lanes only for SERVICE REQUIREMENTS, with great caution.

If there is no emergency lane and there is no emergency situation, you must stop in previous turnout.

1. ALWAYS STOP WITHIN SOLID LINE →



2. ACTIVATE ALL WARNING BEACONS →

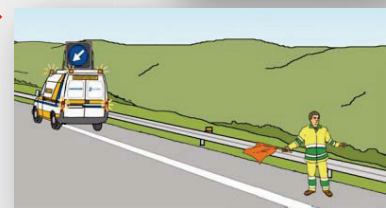


3. CHOOSE A POSITION WHERE YOU CAN BE EASILY SEEN – FAR FROM BUMPS, CURVES, AND TUNNELS

4. ALWAYS TURN WHEELS OUTWARD →

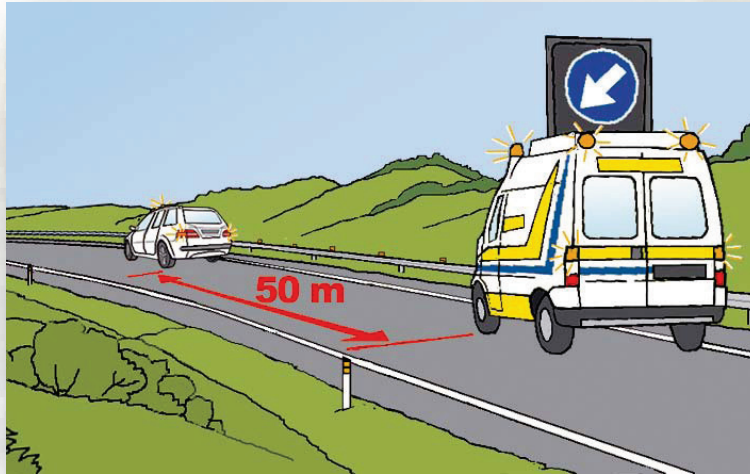


5. IF VEHICLE PROJECTS INTO TRAFFIC, SIGNAL WITH FLAGGING →



6. STOP ONLY FOR THE AMOUNT OF TIME STRICTLY NECESSARY

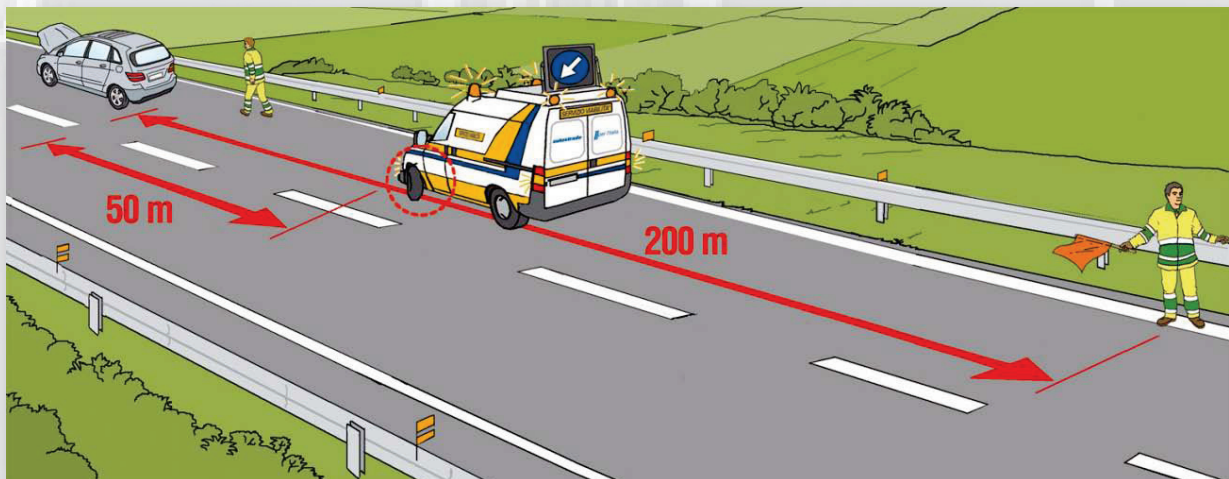
## STOPPING VEHICLE WHERE THERE IS NO EMERGENCY LANE



**If there is no emergency lane, you can stop:**

- a) In the nearest turnout**
- b) In the carriageway only if strictly necessary and urgent**

1. WARN RADIO CONTROL ROOM
2. ACTIVATE ALL WARNING BEACONS, AND ALSO THE VARIABLE MESSAGE SIGN, WHERE PRESENT
3. CHOOSE A POSITION WHERE YOU CAN BE EASILY SEEN – FAR FROM BUMPS, CURVES, AND TUNNELS
4. ALWAYS TURN WHEELS OUTWARD
5. STOP ONLY FOR THE AMOUNT OF TIME STRICTLY NECESSARY
6. IF NECESSARY, A CO-WORKER WILL FLAG 200 METRES IN ADVANCE



## EXITING AND ENTERING VEHICLE



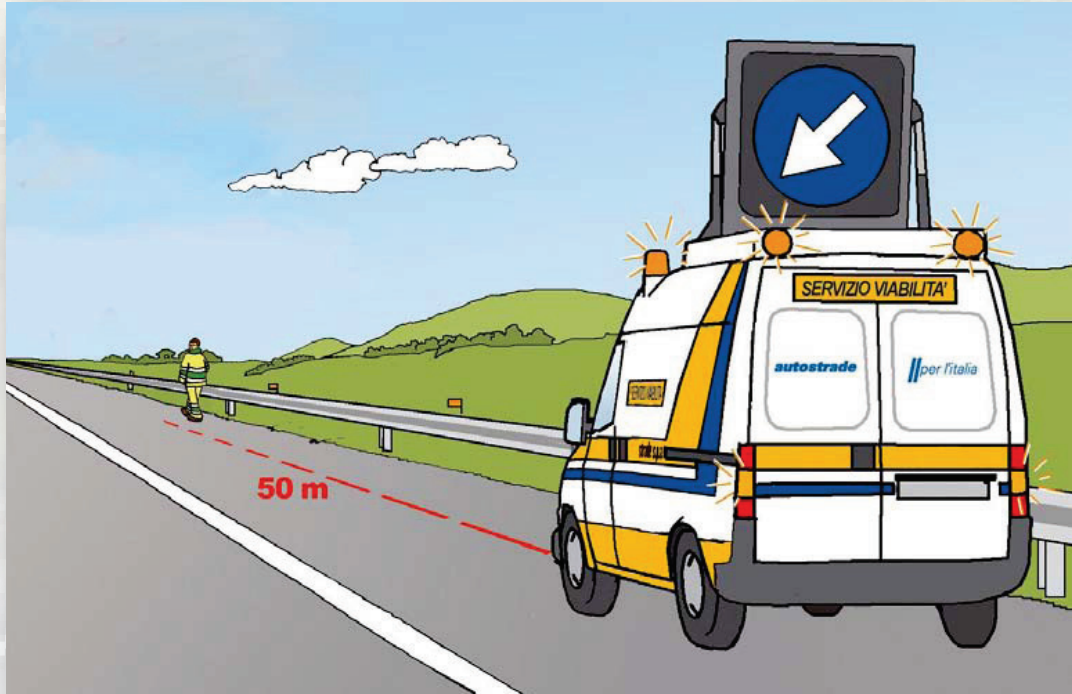
1. CHECK TRAFFIC FROM BEHIND
2. SWITCH ON WARNING BEACONS AND ARROW
3. PULL UP AT RIGHT
4. **ALWAYS** EXIT AT RIGHT
5. **ALWAYS** RE-ENTER AT RIGHT



*If the driver must also exit vehicle:*

1. *Pull up at right*
2. *Always check oncoming traffic*
3. *Get out at left, with the co-worker who has already exited helping to check the traffic*

## WALKING



You may walk only in cases of emergency:

1. WARN RADIO CONTROL ROOM
2. CHECK TRAFFIC FROM BEHIND
3. KEEP RIGHT AT ALL TIMES
4. IF WALKING WITH ONE OR TWO CO-WORKERS, PROCEED IN SINGLE FILE
5. NEVER WALK MORE THAN 50 METRES FROM VEHICLE
6. IF THERE IS NO EMERGENCY LANE, A CO-WORKER MUST FLAG



## WALKING IN TUNNEL



You can walk in tunnel if there is a work zone, or in cases of emergency.

In cases of emergency:

1. WARN RADIO CONTROL ROOM
2. STOP VEHICLE IN FIRST TURNOUT BEFORE TUNNEL OR IN EMERGENCY LANE
3. KEEP RIGHT AT ALL TIMES
4. SIGNAL PRESENCE WITH YELLOW LIGHT
5. IF WALKING WITH ONE OR TWO CO-WORKERS, PROCEED IN SINGLE FILE
6. NEVER WALK MORE THAN 50 METRES FROM VEHICLE





## WALKING ACROSS CARRIAGEWAY



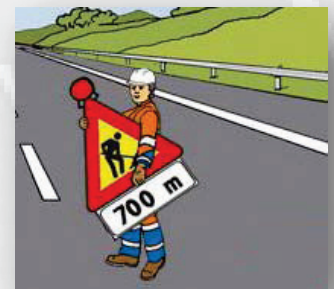
You can cross the carriageway only in cases of emergency or to set up signs at left.

**YOU MAY NOT CROSS CARRIAGEWAY WHEN WORKING ALONE.**

To walk across carriageway, you must be authorized.

Therefore:

1. ALWAYS CHECK ONCOMING TRAFFIC
2. CROSS QUICKLY, ONE AT A TIME
3. DO NOT CROSS DIAGONALLY

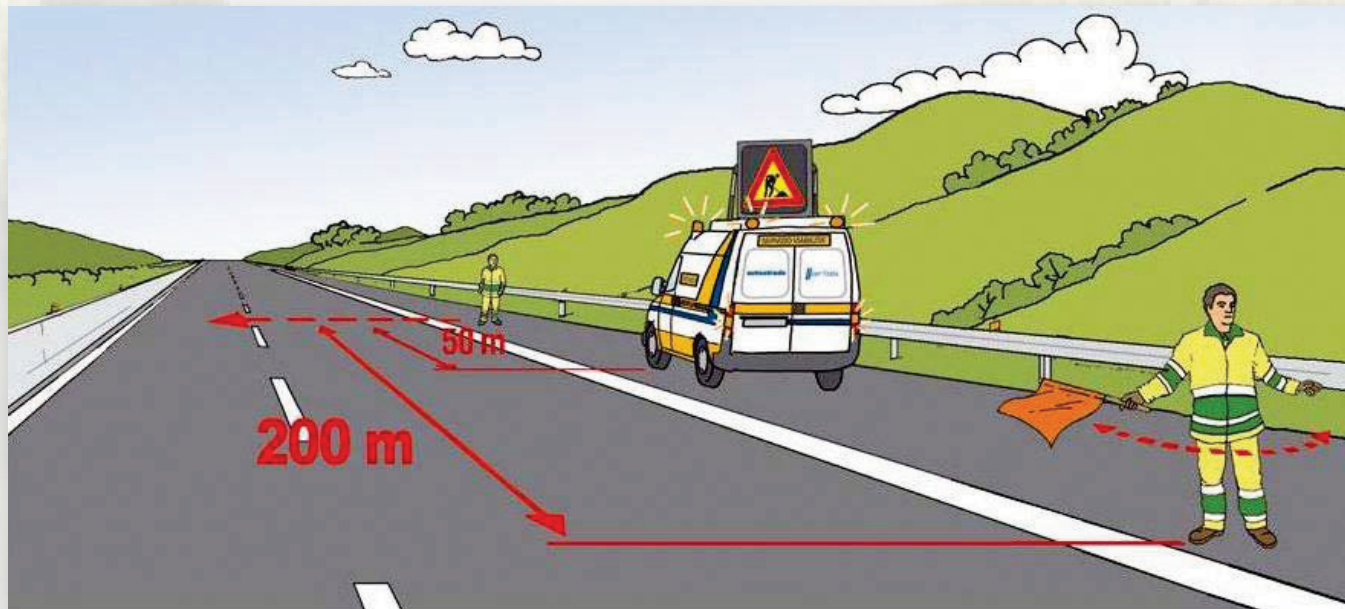


If you have to cross bumps, curves, or tunnels:

1. **WALK ON OTHER SIDE OF GUARD RAIL AS MUCH AS POSSIBLE**
2. **CROSS WHERE YOU ARE HIGHLY VISIBLE BY CARS**



## WALKING ACROSS CARRIAGEWAY, WITH EMERGENCY LANE



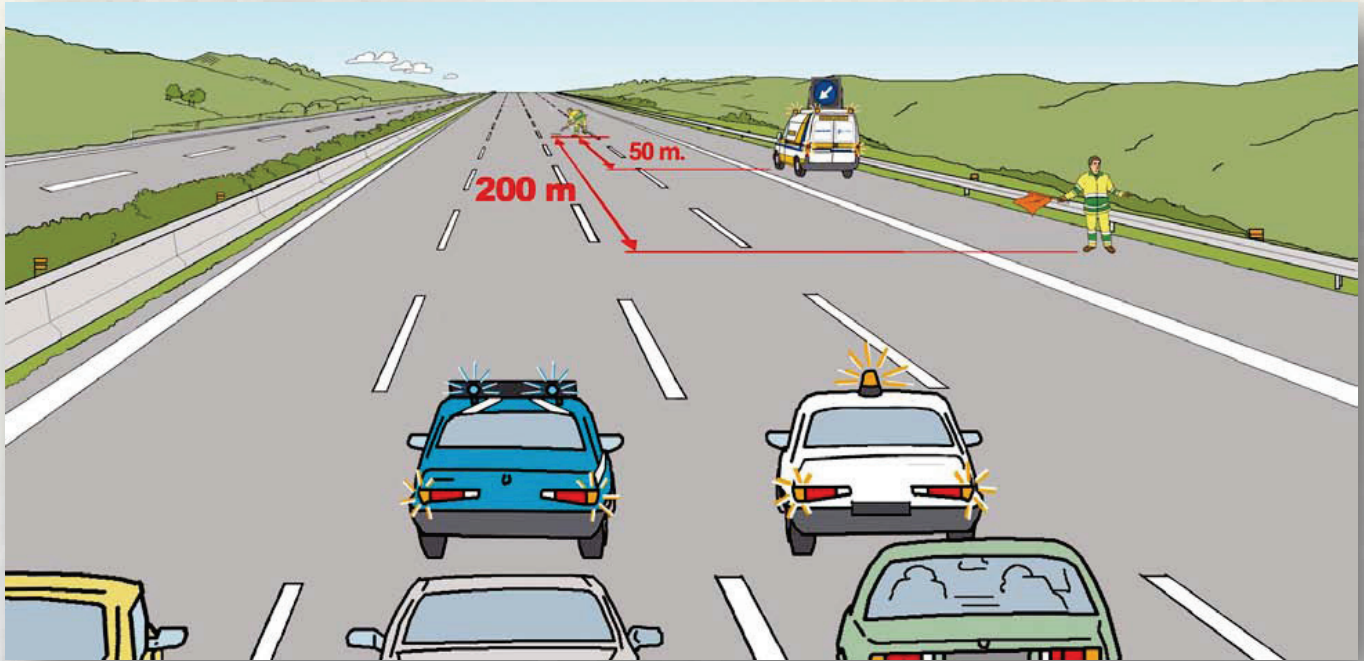
To cross the carriageway, the crew requires at least two people

You can cross the carriageway only in cases of emergency or to set up signs at left.

To walk across carriageway, you must be authorized.

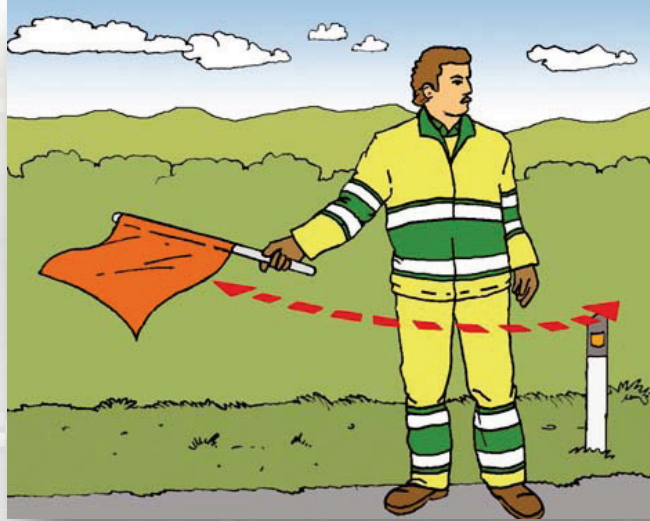
1. WARN RADIO CONTROL ROOM
2. STOP VEHICLE IN EMERGENCY LANE, 50 METRES IN ADVANCE OF CROSSING POINT
3. FLAG 200 METRES IN ADVANCE
4. FOLLOW INSTRUCTIONS TO CROSS (SEE NEXT CARD)

## WALKING ACROSS CARRIAGEWAY, WITH NO EMERGENCY LANE, CARRIAGEWAY WITH 4 LANES OR LOW VISIBILITY



1. IF THERE IS NO EMERGENCY LANE, STOP VEHICLE IN FIRST POSSIBLE TURNOUT
2. REQUEST ASSISTANCE BY ROAD POLICE OR SAFETY CAR TO SLOW TRAFFIC
3. WHILE WAITING, SIGNAL DANGER WITH FLAGGING
4. CROSS AFTER TRAFFIC SLOWS

## FLAGGING



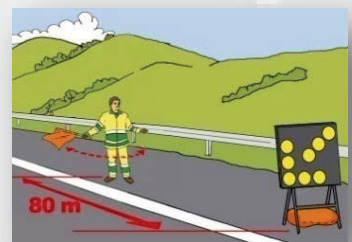
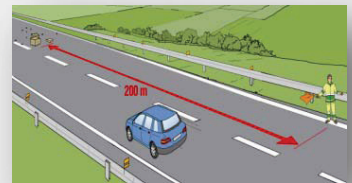
Flagging is necessary

- ✓ WHEN THERE ARE HAZARDS AND OBSTACLES IN CARRIAGEWAY
- ✓ IN THE EVENT OF SLOWED TRAFFIC
- ✓ WHEN PERSONNEL IS AT WORK ALONG ROAD

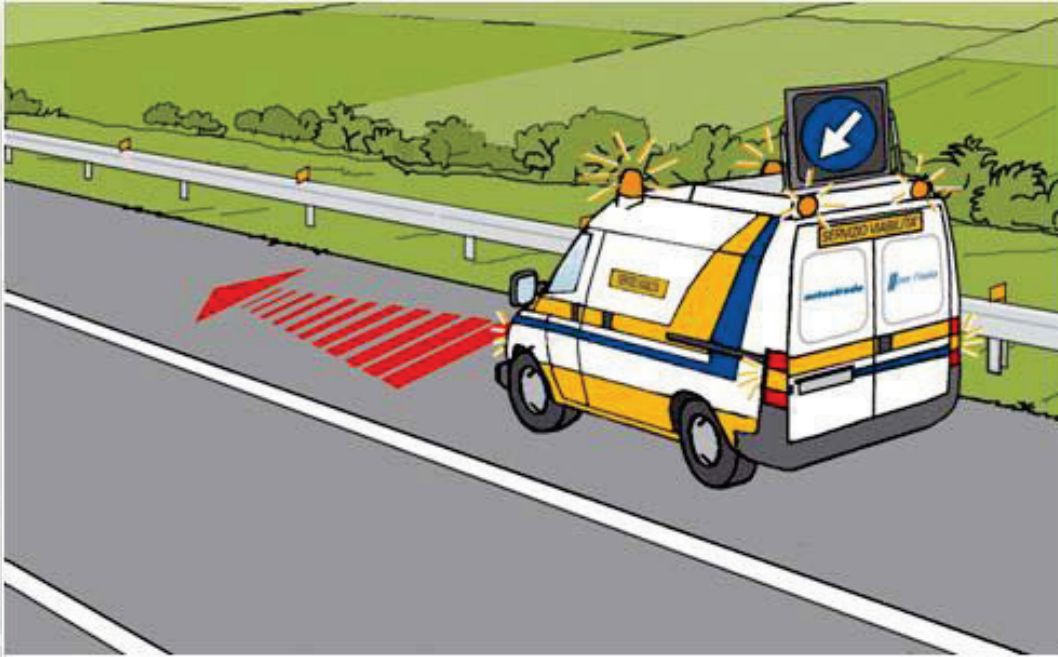
At night, a lamp is used in place of a flag

When flagging:

1. KEEP TO RIGHT IN A VISIBLE POSITION
2. STAND ABOUT 200 METRES BEFORE HAZARD
3. ALWAYS WATCH ONCOMING TRAFFIC
4. MAKE REGULAR, CONTINUOUS MOVEMENTS
5. IF FLAGGING FOR MORE THAN 15 MINUTES, PLACE ARROW 80 METRES BEFOREHAND



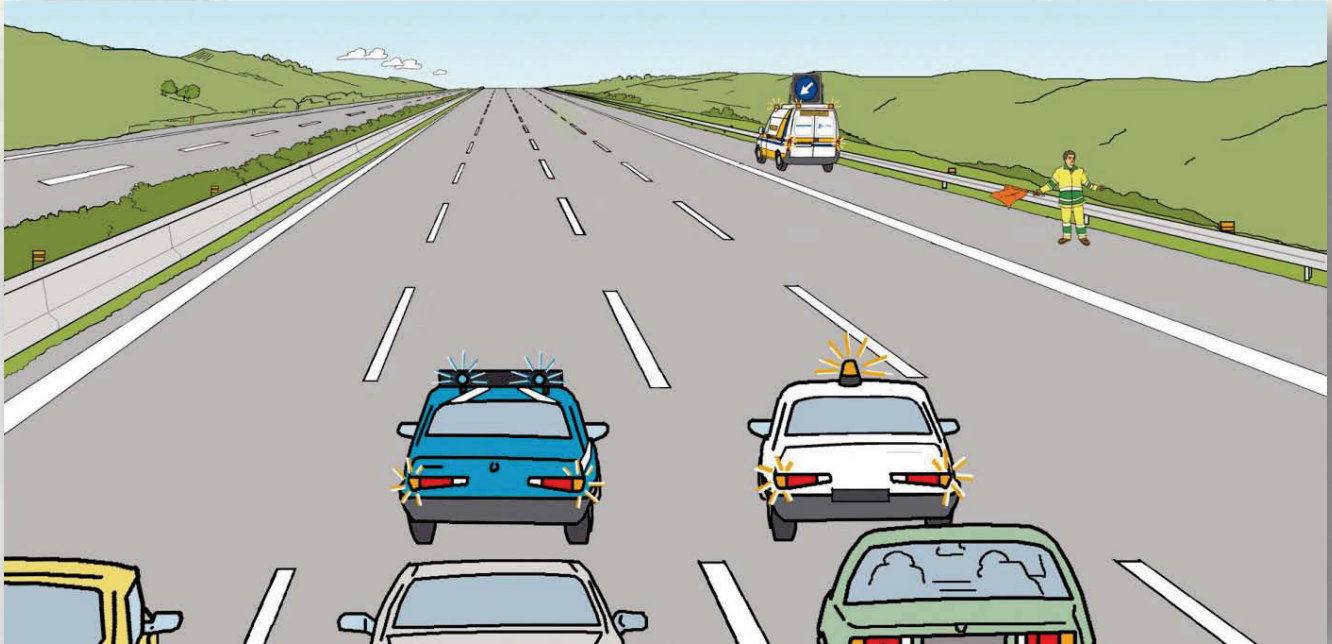
## AFTER AN OPERATION



To leave after an operation:

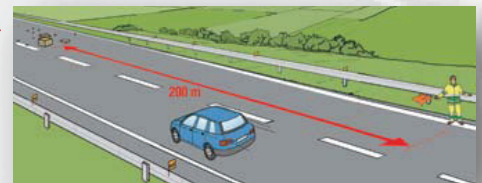
1. ACTIVATE ALL WARNING BEACONS
2. PICK UP SPEED ON EMERGENCY LANE
3. GIVE WAY TO CARS
4. REJOIN TRAFFIC ON THROUGH LANE
5. SWITCH OFF VARIABLE MESSAGE SIGN
6. SWITCH OFF WARNING BEACONS

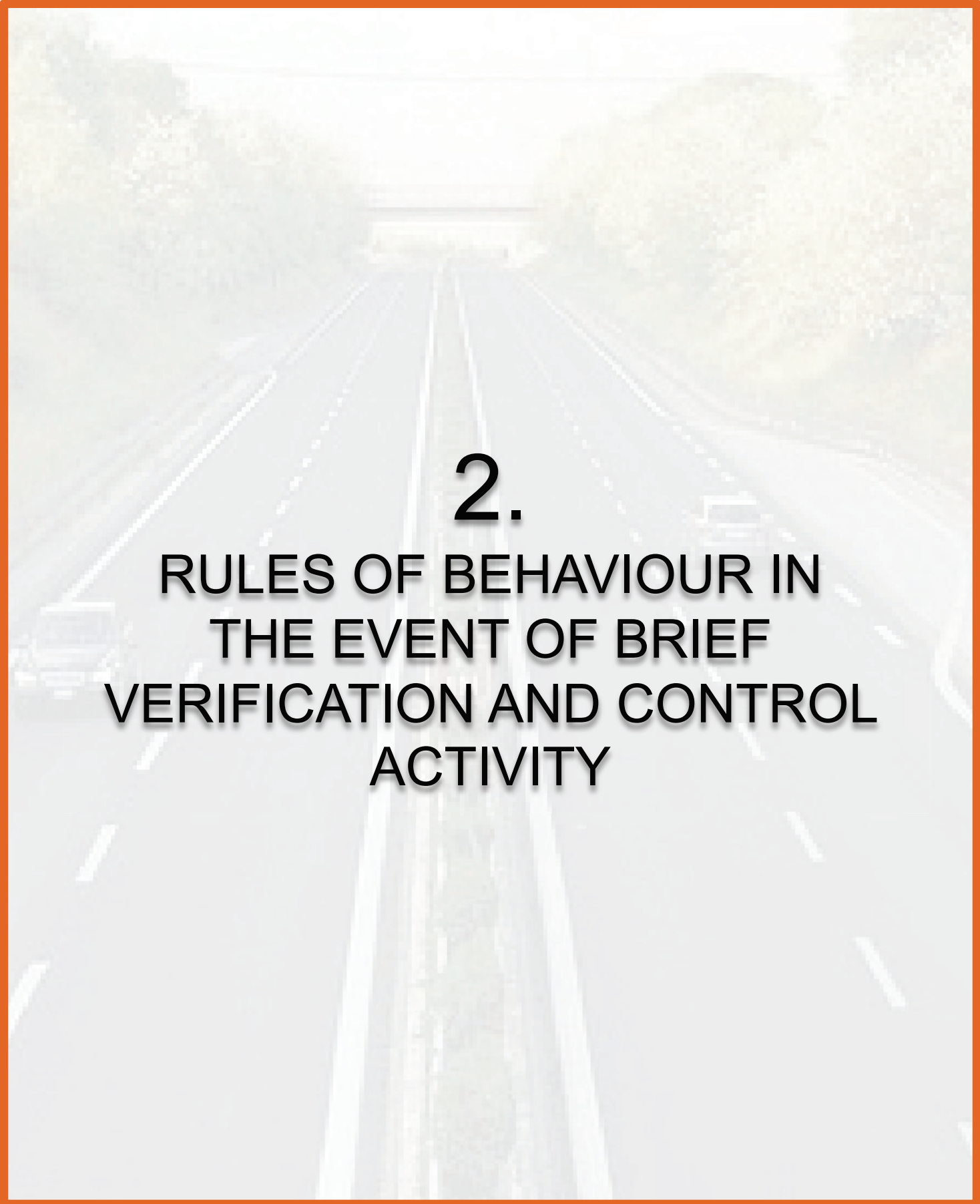
## SAFETY CAR



While awaiting the Safety Car:

1. FLAG 200 METRES IN ADVANCE
2. BEGIN WORK WHEN TRAFFIC IS STOPPED OR SUFFICIENTLY SLOW

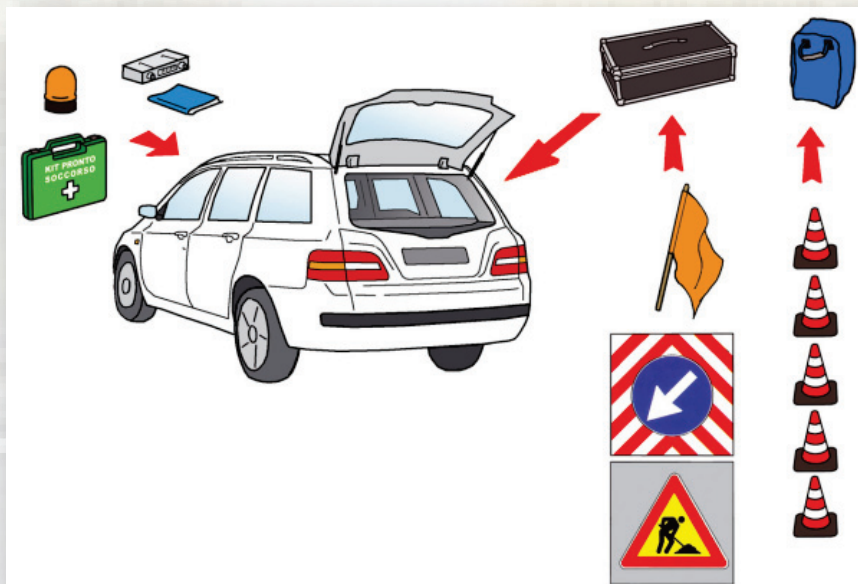




# 2.

## RULES OF BEHAVIOUR IN THE EVENT OF BRIEF VERIFICATION AND CONTROL ACTIVITY

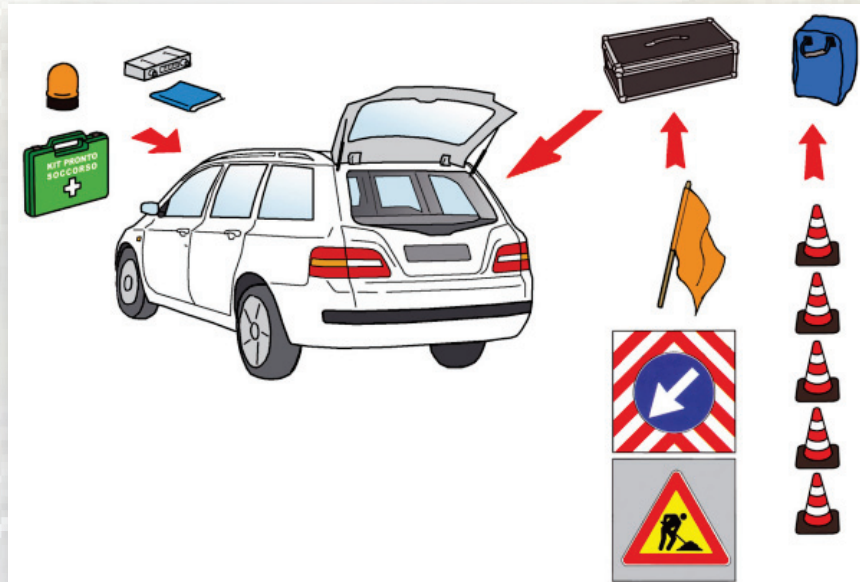
## GENERAL RULES FOR BRIEF CHECKING AND VERIFICATION INTERVENTIONS



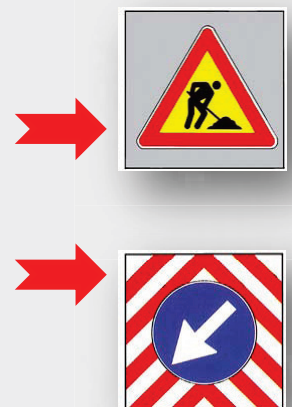
- Brief checking and verification interventions must be performed only for actual service needs.
- No intervention may be performed in the event of fog, snow, or limited visibility.
- Should fog, snow, or inclement weather occur while you are working, you must immediately stop.
- Check vehicle's safety equipment.
- In the event of work zones, see chapter 3



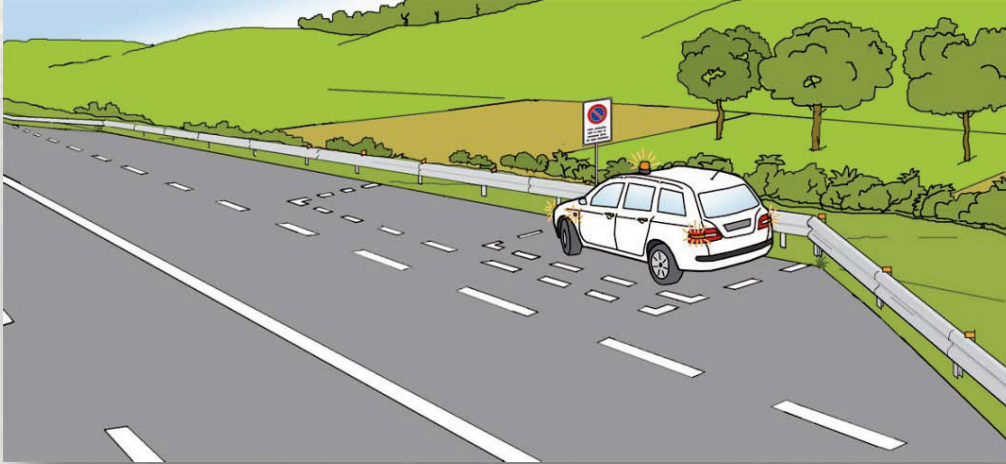
## SAFETY EQUIPMENT FOR BRIEF INTERVENTIONS



1. On-board radio or corporate cellphone
2. Radio's instruction booklet
3. Map of radio channels
4. List of Radio Information Centre phone numbers
5. First aid kit
6. Revolving beacons, fixed or mobile
7. Signalling flag
8. Portable works sign
9. Five cones, 30 centimetres tall
10. Directional arrow sign
11. Worker safety guidelines



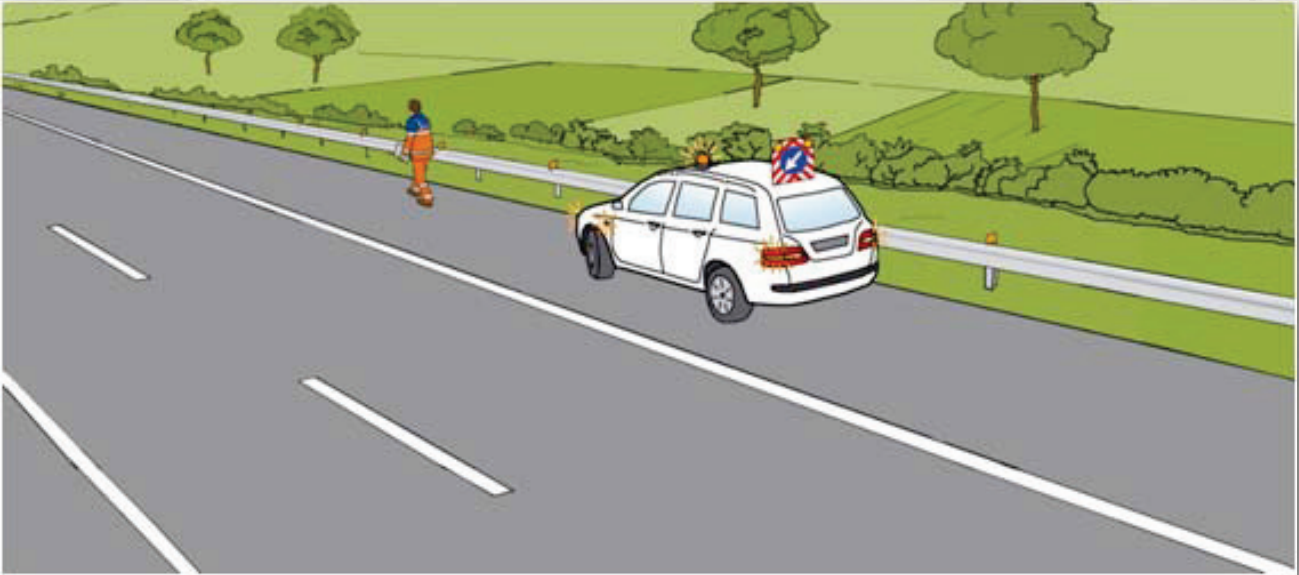
## STOPPING VEHICLE IN EMERGENCY TURNOUT



To stop, choose a turnout approximately 200 metres before intervention site.

1. WATCH FOR TRAFFIC
2. SWITCH ON REVOLVING BEACON AND 4 TURN SIGNALS
3. EVERYONE GETS OFF AT RIGHT; ONLY THE DRIVER AT LEFT
4. WHEN PROCEEDING ON FOOT, WALK AT ALL TIMES IN EMERGENCY LANE, AND KEEP RIGHT
5. WHEN LEAVING, LEAVE REVOLVING BEACON ON, SWITCH ON TURN SIGNAL, AND WATCH FOR TRAFFIC

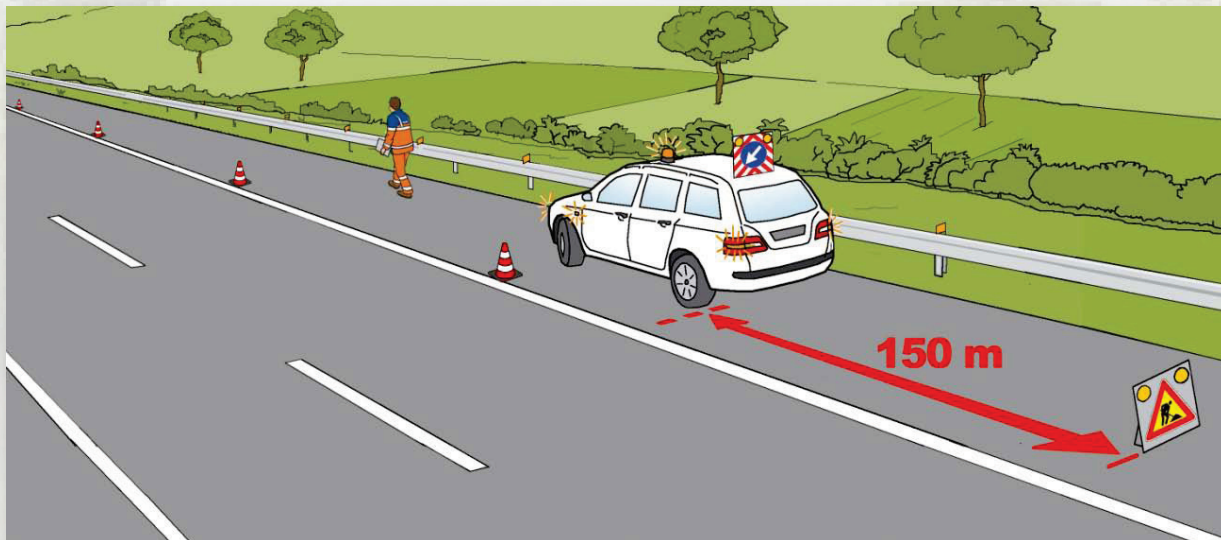
## STOPPING VEHICLE IN EMERGENCY LANE – 1



If you must stop for less than 20 minutes:

1. WATCH FOR TRAFFIC
2. SWITCH ON REVOLVING BEACON AND 4 TURN SIGNALS
3. STOP INSIDE SOLID LINE
4. INFORM RADIO CONTROL ROOM THAT YOU ARE STOPPING IN EMERGENCY LANE
5. EXIT AT RIGHT

## STOPPING VEHICLE IN EMERGENCY LANE- 2

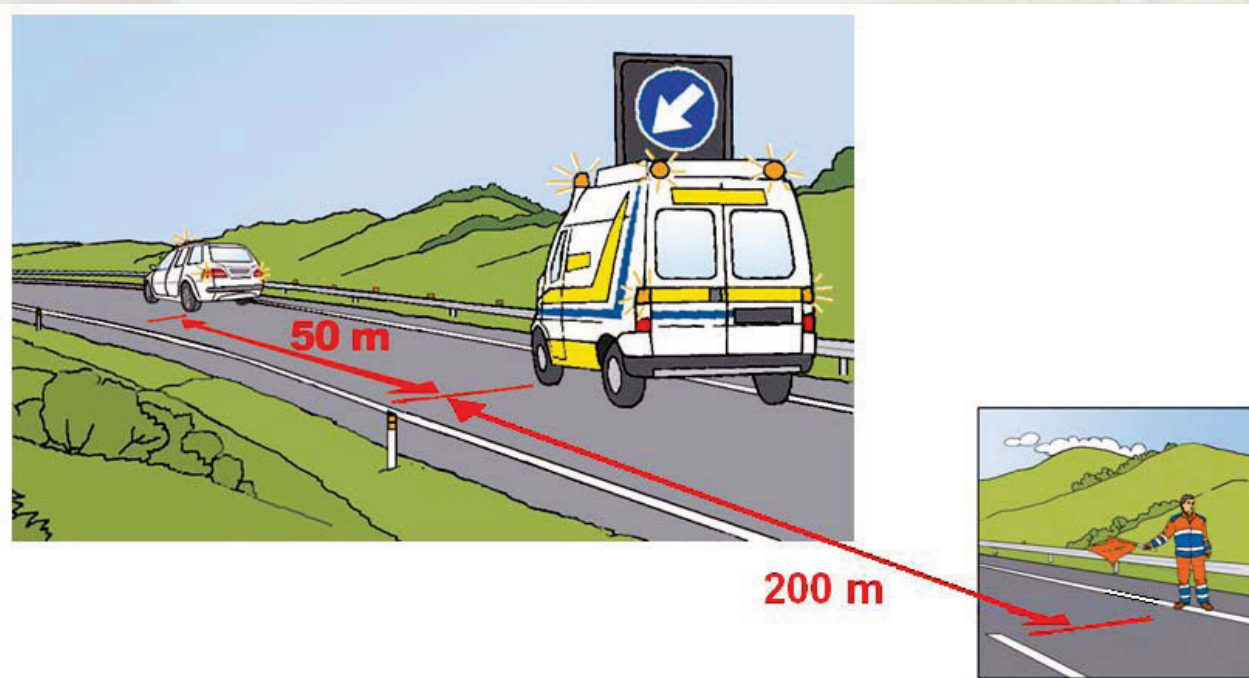


If you must stop for more than 20 minutes and less than 3 hours:

1. STOP VEHICLE AS IN PREVIOUS CARD
2. PLACE MEN AT WORK SIGNS **150 METRES BEFORE** WHERE YOU MUST WORK
3. MOVE CAR TO **50 METRES BEFORE** WHERE YOU MUST WORK
4. PLACE DIRECTIONAL ARROW SIGN ON VEHICLE
5. PLACE CONES AT 12-METRE INTERVALS



## STOPPING VEHICLE WHERE THERE IS NO EMERGENCY LANE

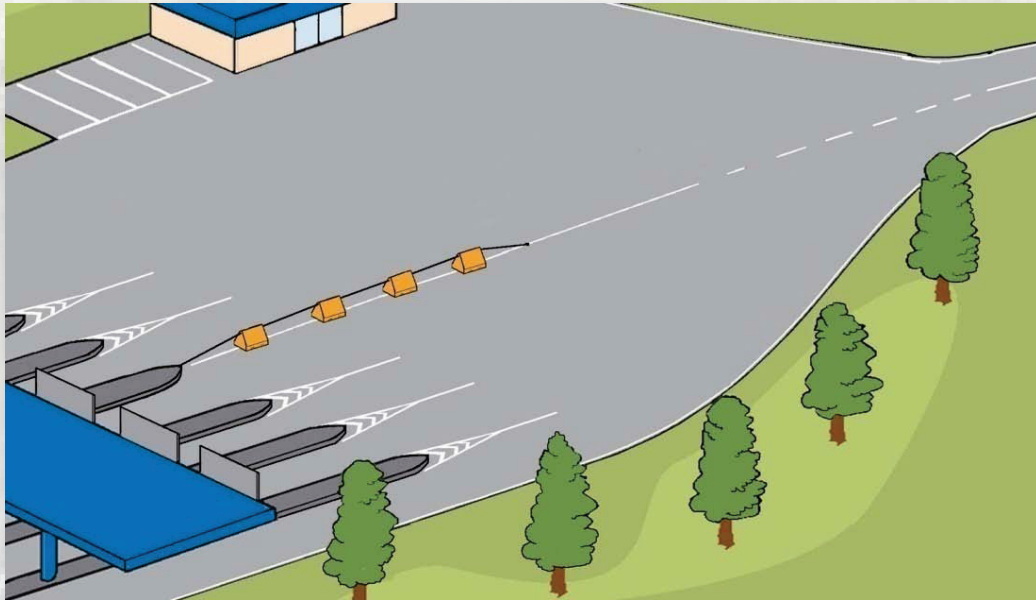


YOU MUST ASK TRUNK MANAGEMENT FOR A SUPPORT CREW'S ASSISTANCE IF:

1. YOU MUST STOP IN A SECTION WITH NO EMERGENCY LANE
2. THE VEHICLE PROJECTS OUT OF EMERGENCY LANE

ALWAYS FLAG 200 METRES IN ADVANCE

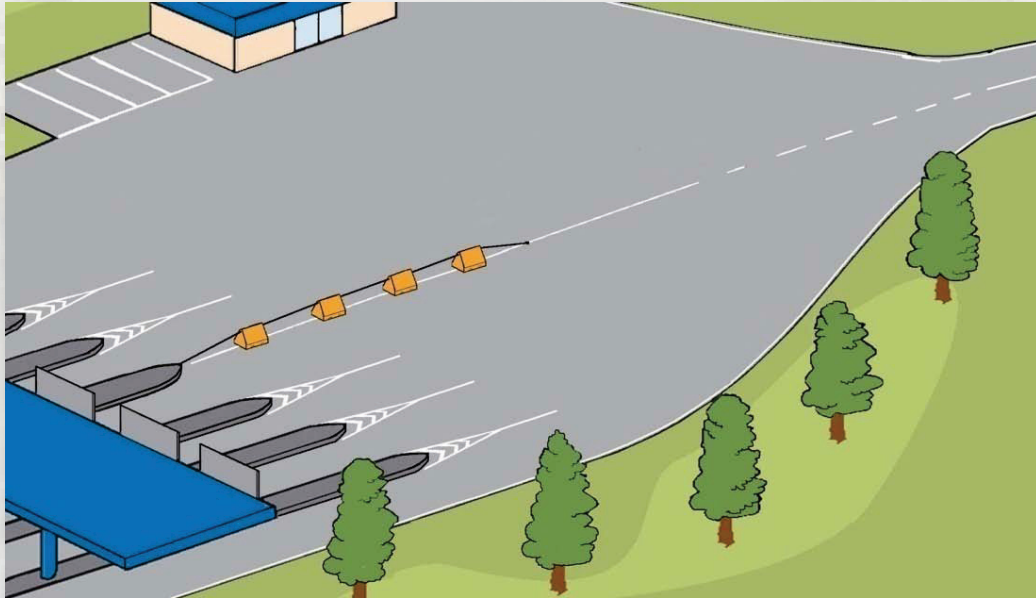
## STOPPING VEHICLE FOR WORKS IN A TOLL LANE



You must stop before barrier. If you stop after barrier, see Card 31

1. CHECK THAT ALL RED TRAFFIC LIGHTS ARE ON
2. STOP VEHICLE WITH WHEELS TURNED
3. APPLY HAND BRAKE
4. CHECK TRAFFIC BEFORE EXITING VEHICLE
5. STAY NEAR PLAZA AT ALL TIMES
6. WORK MUST TAKE LESS THAN 20 MINUTES

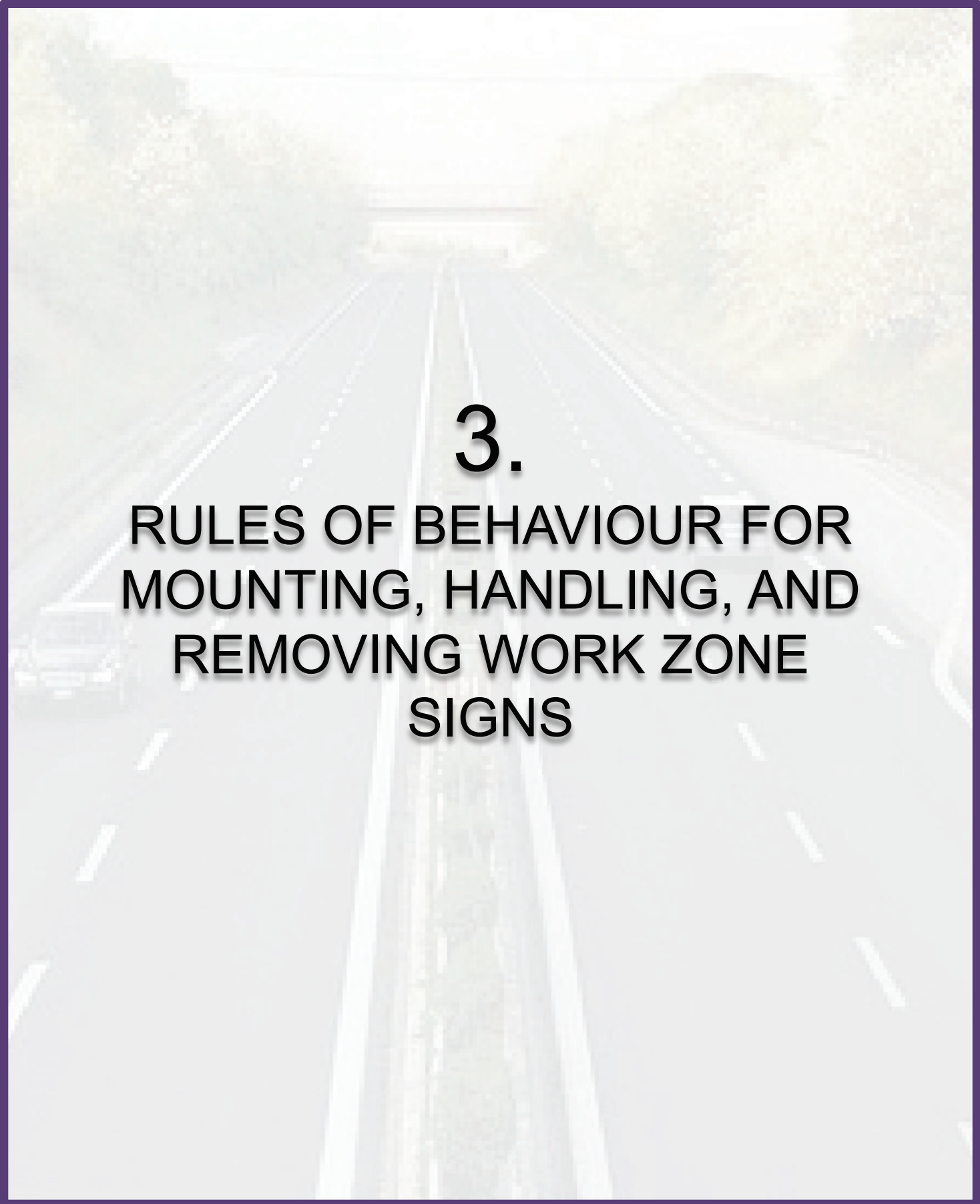
## WALKING ACROSS TOLL LANE



If you do not stop before barrier, you must park in toll plazas and walk across.

WORKERS WHO NEED TO WALK ACROSS TOLL PLAZAS FOR WORK-RELATED REASONS MUST BE AUTHORIZED BY TRUNK MANAGEMENT.

WHOEVER IS AUTHORIZED MUST FOLLOW COMPANY RULES ON HOW TO WALK ACROSS TOLL LANES.



# 3.

## RULES OF BEHAVIOUR FOR MOUNTING, HANDLING, AND REMOVING WORK ZONE SIGNS



**ROAD OPERATOR SAFETY CARDS**  
(Road operator safety guidelines – Rev. 3)

## WORK ZONES



A work zone may be:

1. STATIONARY
2. ADVANCING
3. SLOW-MOVING

**YOU MUST NOT WORK IF THERE IS FOG, SNOW,  
OR VISIBILITY LIMITED TO UNDER 100 METRES.**

**SHOULD FOG, SNOW, OR INCLEMENT WEATHER  
OCCUR WHILE YOU ARE WORKING, YOU MUST  
IMMEDIATELY STOP.**

## COMMUNICATIONS WITH RADIO CONTROL ROOM



When you have to position or remove work zone signs, you must

1. GIVE YOUR NAME AND CELLPHONE NUMBER TO RADIO CONTROL ROOM

2. REQUEST RADIO CONTROL ROOM'S CLEARANCE TO BEGIN WORK

3. WHEN DONE, INFORM RADIO CONTROL ROOM THAT WORK IS COMPLETED, AND SAY:

- the km where work zone is
- how long work zone is
- date and time of start of works at work zone
- date and time of end of works at work zone
- how many lanes are closed
- how traffic has been diverted

## GETTING SIGNS FROM VEHICLE

**GREEN: RIGHT**

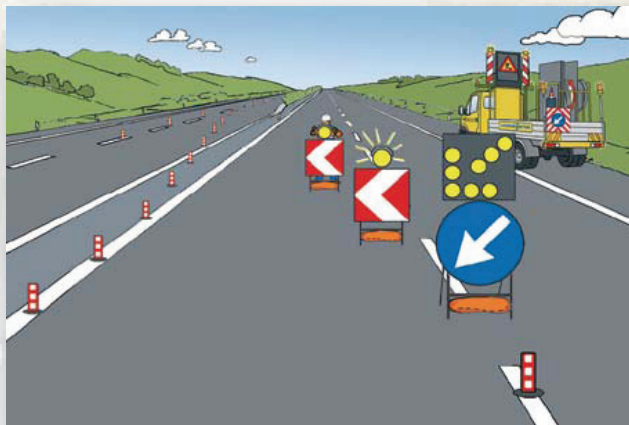


**RED: WRONG**



**ALWAYS FLAG 200 METRES IN ADVANCE**

## MOUNTING FIRST SIGN AND DIRECTIONAL ARROW - 1

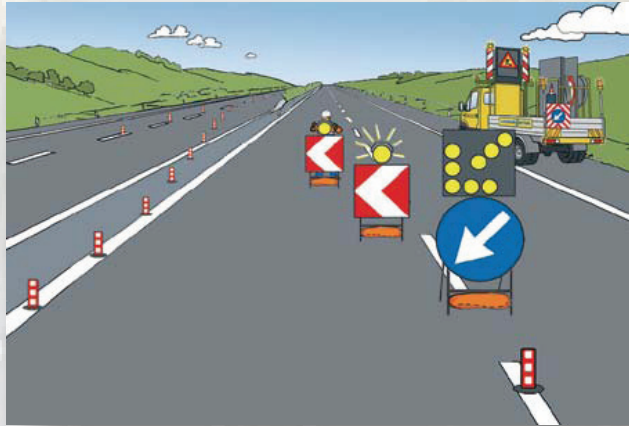


When putting directional arrows in place, you must:

1. INFORM RADIO CONTROL ROOM AND AWAIT CLEARANCE
2. FIND EXACT SPOT TO PLACE SIGNS WITHOUT HAVING TO BACK UP
3. SIGNS MUST BE VISIBLE FROM FAR AWAY: PLACE THEM ON STRAIGHT SECTIONS OF ROAD
4. A CO-WORKER MUST FLAG
5. WORK WITH LIGHT TRAFFIC
6. WATCH FOR ONCOMING TRAFFIC AT ALL TIMES

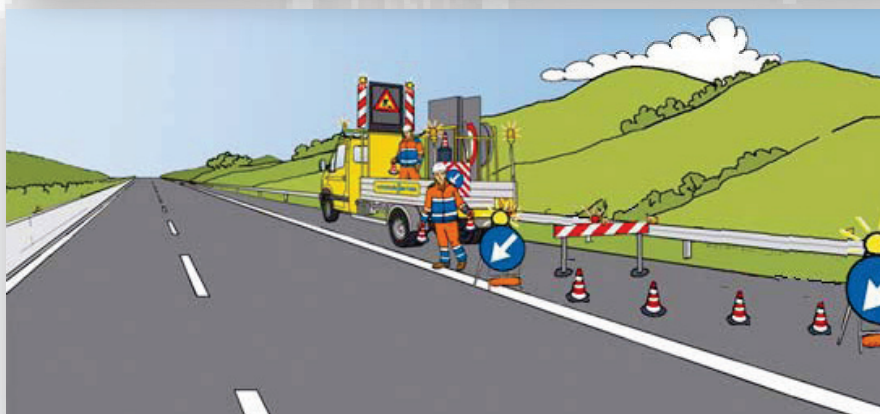
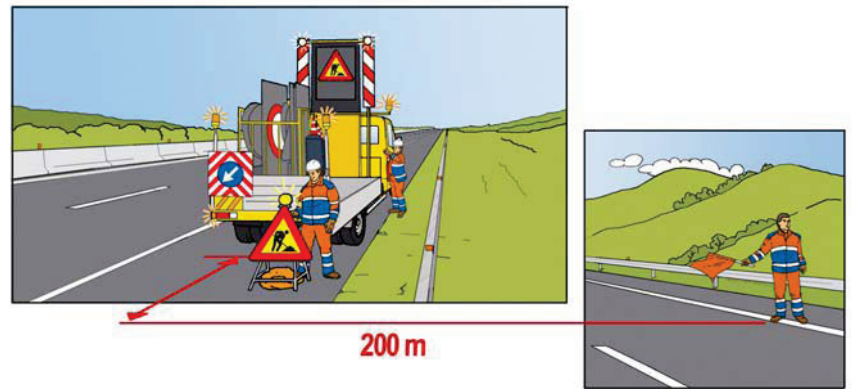
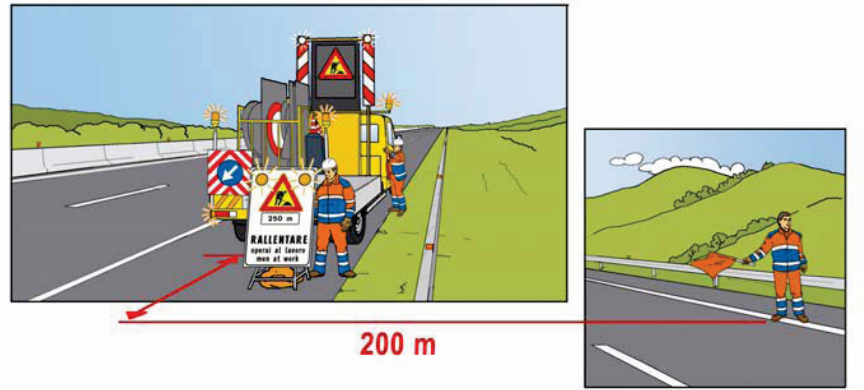


## MOUNTING FIRST SIGN AND DIRECTIONAL ARROW – 2



1. THE CO-WORKER STANDING ON RIGHT MUST WATCH FOR ONCOMING TRAFFIC AT ALL TIMES
2. IN FOG OR AT NIGHT, USE YELLOW LAMPS
3. SPEND AS LITTLE TIME AS POSSIBLE WHERE CARS PASS
4. CALCULATE SPEED AND DISTANCE OF ONCOMING CARS
5. PLACE SIGNS STARTING FROM EMERGENCY LANE
6. PLACE LAST SIGN WHEN TRAFFIC IS ALREADY CHANNELLED

## CLOSING EMERGENCY LANE



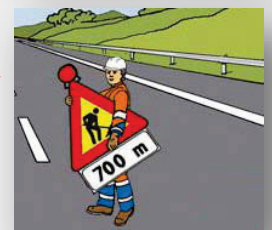
ALWAYS FLAG 200 METRES IN ADVANCE

1. PLACE THE ADVANCE WARNING SIGN
2. POSITION MEN AT WORK SIGNS
3. POSITION CARRIAGEWAY NARROWS SIGNS

## POSITIONING ADVANCE WARNING SIGNS

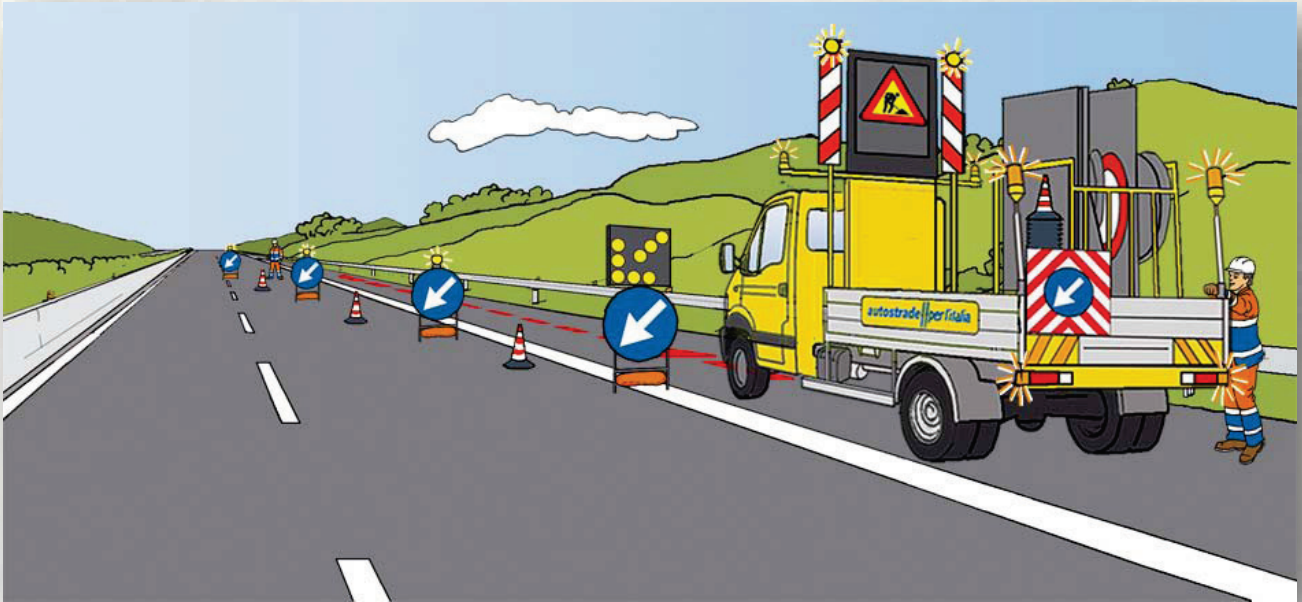


1. INFORM RADIO CONTROL ROOM AND AWAIT CLEARANCE
2. FLAG 200 METRES IN ADVANCE
3. STOP AT THE KILOMETRE WHERE THE BLITZ LAMPS MUST BE PLACED
4. PLACE ONE LAMP AT RIGHT
5. CROSS IN ACCORDANCE WITH THE RULES, AND PLACE A LAMP AT LEFT
6. MOVE VEHICLE TO THE SPOT WHERE THE MEN AT WORK SIGNS ARE TO BE PLACED
7. PLACE ONE AT RIGHT AND THE OTHER AT LEFT
8. MOVE VEHICLE TO THE KILOMETER WHERE THE OTHER SIGNS ARE TO BE PLACED
9. REPEAT OPERATION FOR ALL SIGNS TO BE PLACED



## CLOSING THROUGH LANE

Placement of carriageway narrows signs and placement of cones



After placing the advance warning signs:

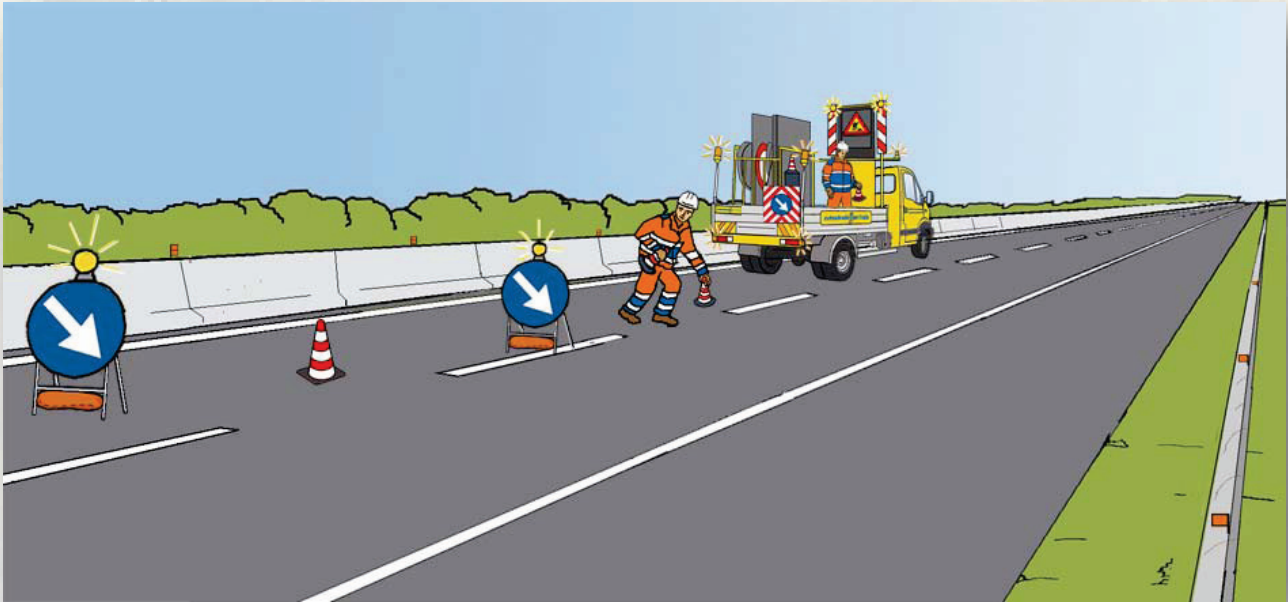
1. DRIVE VEHICLE TO WHERE CARRIAGEWAY BEGINS TO NARROW
2. UNLOAD ALL SIGNS
3. TWO WORKERS POSITION THE SIGN, WHILE THE THIRD DRIVES THE VEHICLE
4. MOVE VEHICLE WHEN NARROWING IS COMPLETE
5. POSITION CONES





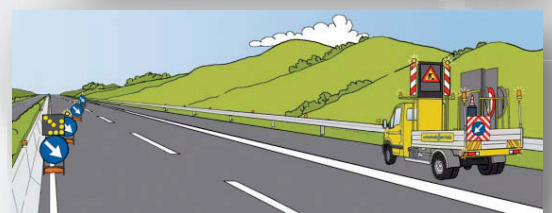
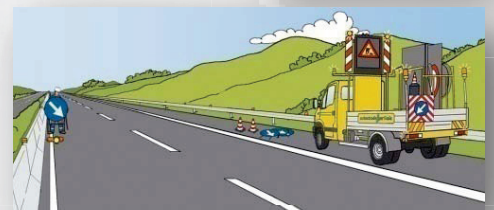
## CLOSING PASSING LANE

Placement of carriageway narrows signs and placement of cones



After placing the advance warning signs:

1. DRIVE VEHICLE TO WHERE NARROWING MUST BEGIN
2. UNLOAD ALL SIGNS
3. CROSS ROAD IN ACCORDANCE WITH REGULATIONS
4. TWO WORKERS POSITION THE SIGN, WHILE THE THIRD DRIVES THE VEHICLE
5. MOVE VEHICLE WHEN NARROWING IS COMPLETE
6. POSITION CONES



## CLOSING THROUGH LANE

### Three-lane carriageway

If you must close right lane, follow the same procedure as for two lanes; if you must close the centre lane:

1. POSITION ADVANCE WARNING SIGNS
2. POSITION START OF NARROWING, BEGINNING FROM RIGHT LANE
3. CLOSE RIGHT LANE AND CENTRE LANE
4. POSITION CONES

### Four-lane carriageway

If you must close right lane, follow the same procedure as for two lanes; if you must close the second lane:

1. CALL RADIO CONTROL ROOM AND AWAIT CLEARANCE
2. POSITION ADVANCE WARNING SIGNS
3. POSITION START OF NARROWING, BEGINNING FROM RIGHT LANE
4. CLOSE FIRST LANE AND SECOND LANE
5. POSITION CONES

**ROAD OPERATOR SAFETY CARDS**  
*(Road operator safety guidelines – Rev. 3)*

## CLOSING PASSING LANE

### Three-lane carriageway

Do as you would when having to close the passing lane with two-lane carriageway:

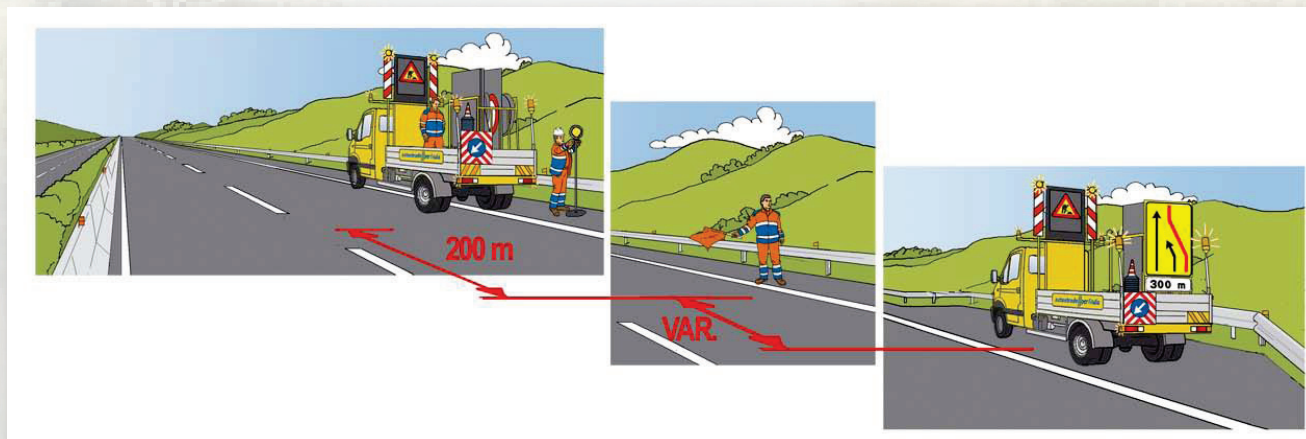
1. POSITION ADVANCE WARNING SIGNS
2. CROSS ROAD IN ACCORDANCE WITH REGULATIONS
3. POSITION START OF NARROWING, BEGINNING FROM LEFT
4. POSITION CONES

### Four-lane carriageway

If you must close the third or fourth lane:

1. CALL RADIO CONTROL ROOM AND AWAIT CLEARANCE
2. POSITION ADVANCE WARNING SIGNS AT RIGHT
3. POSITION START OF NARROWING, AS DONE FOR CLOSING THE FIRST LANE
4. TRAFFIC RUNS ONLY ON SECOND, THIRD, AND FOURTH LANES
5. YOU NOW HAVE ONLY THREE LANES TO CROSS
6. CROSS IN ACCORDANCE WITH REGULATIONS
7. PLACE THE ADVANCE WARNING SIGNS AND THE CARRIAGEWAY DEVIATION SIGNS IN THE DIRECTION OF THE OPPOSITE CARRIAGEWAY
8. IN THE MEANTIME, ANOTHER CREW INSTALLS THE ADVANCE WARNING SIGNS ON THE RIGHT SIDE OF THE OPPOSITE CARRIAGEWAY
9. DISMANTLE THE FIRST NARROWING YOU HAD POSITIONED ON THE FIRST LANE

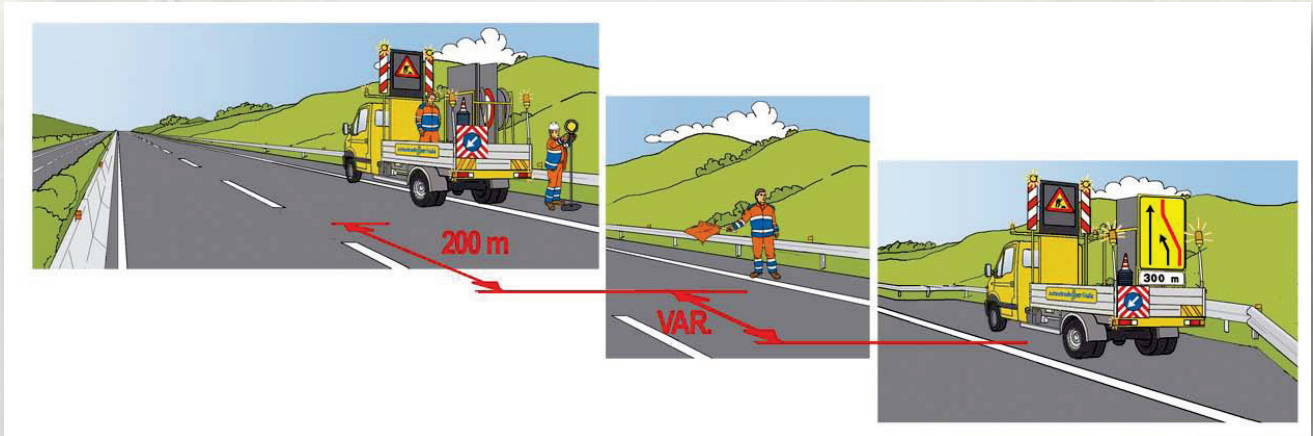
## TWO- OR THREE-LANE CARRIAGEWAY WITH NO EMERGENCY LANE – Closing through lane – 1/3



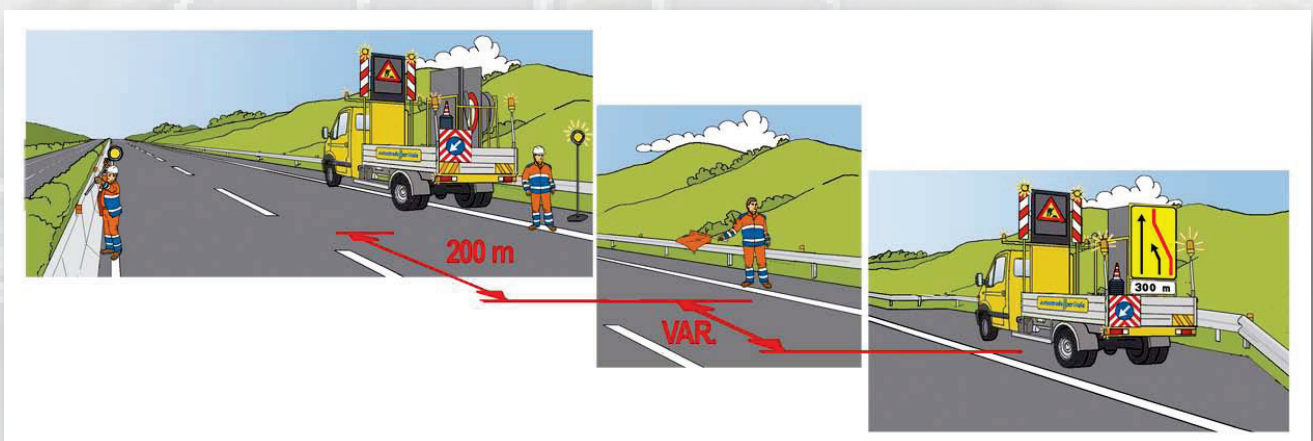
### The crew requires at least four people

1. STOP VEHICLE IN FIRST TURNOUT BEFORE WORK ZONE
2. CALL RADIO CONTROL ROOM AND AWAIT CLEARANCE
3. AWAIT VEHICLE WITH WARNING BEACONS
4. THE VEHICLE WITH WARNING BEACONS MUST ALWAYS BE IN FIRST TURNOUT BEFORE WORK ZONE WHERE YOU ARE
5. DRIVE YOUR VEHICLE TO WORK ZONE STARTING POINT
6. ONE CREW MEMBER MUST REMAIN 200 METRES BEFORE YOUR VEHICLE AT ALL TIMES FOR FLAGGING
7. PLACE BLITZ LAMPS AT RIGHT
8. CROSS IN ACCORDANCE WITH REGULATIONS AND POSITION LEFT BLITZ LAMP
9. MOVE VEHICLE AND POSITION THE OTHER ADVANCE WARNING SIGNS
10. THE FLAGGER AND VEHICLE WITH SIGN ALSO MOVE FORWARD
11. WHEN DONE POSITIONING THE ADVANCE WARNING SIGNS, START WITH CARRIAGEWAY NARROWING SIGNS
12. AFTER CARRIAGEWAY NARROWS, POSITION CONES

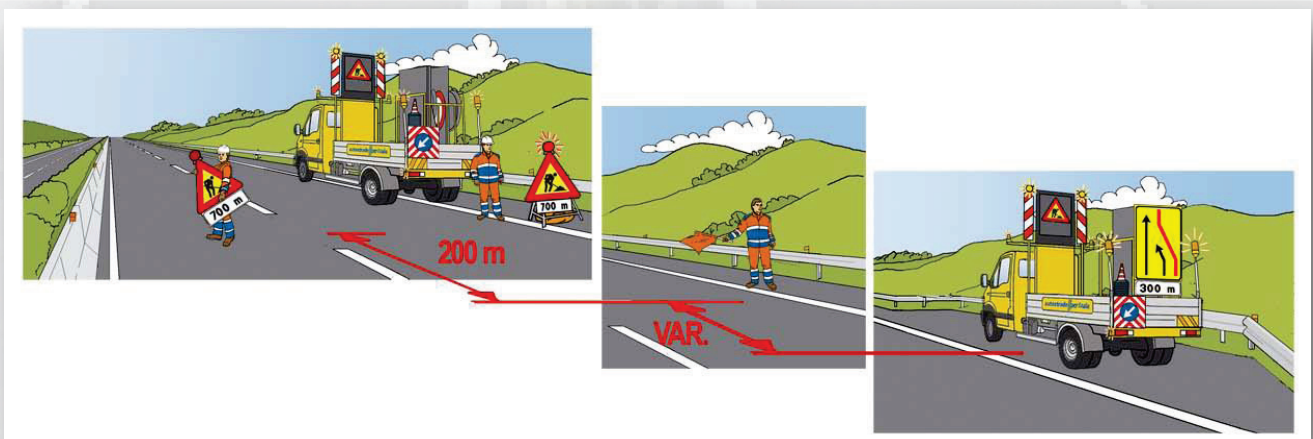
## TWO- OR THREE-LANE CARRIAGEWAY WITH NO EMERGENCY LANE – Closing through lane – 2/3



Positioning right Blitz lamp

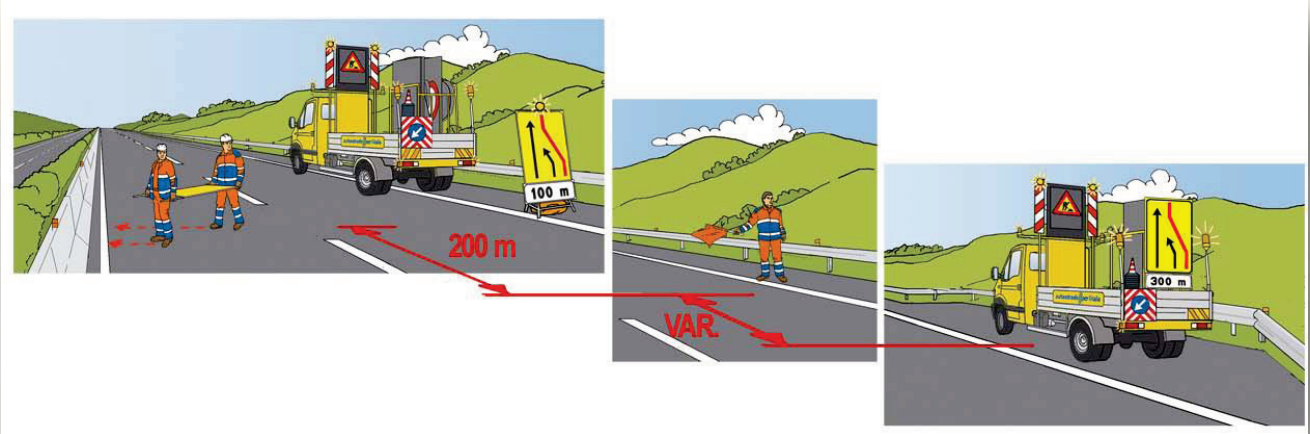


Positioning left Blitz lamp

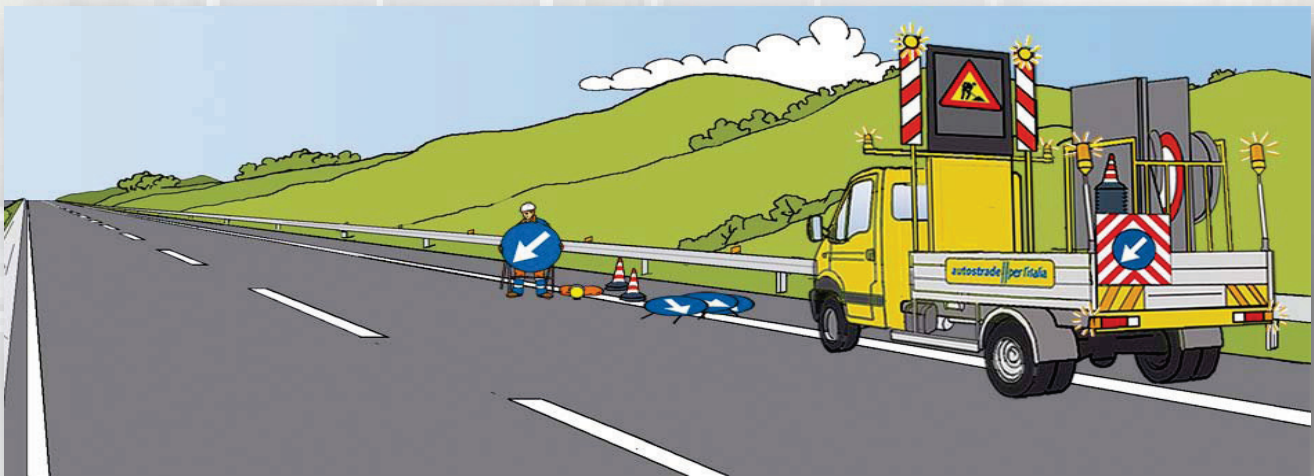


Positioning works warning sign at left

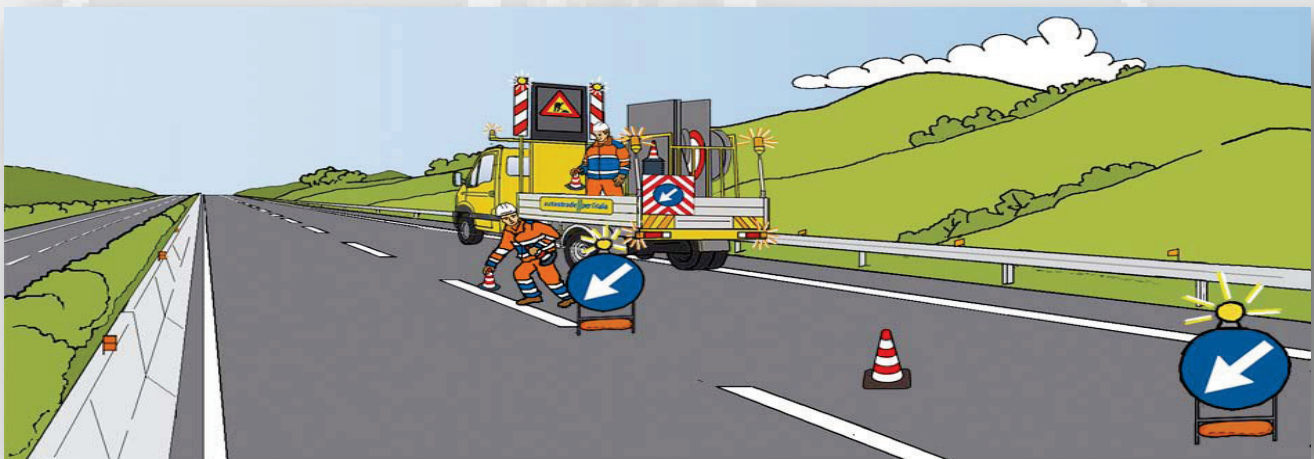
## TWO- OR THREE-LANE CARRIAGEWAY WITH NO EMERGENCY LANE – Closing through lane – 3/3



Positioning lane closure sign

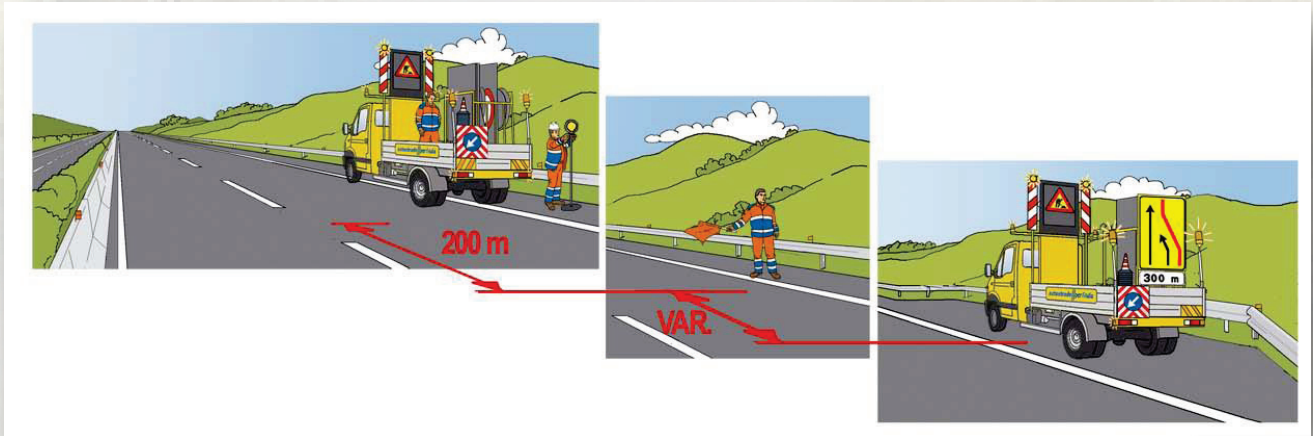


Start of carriageway narrowing

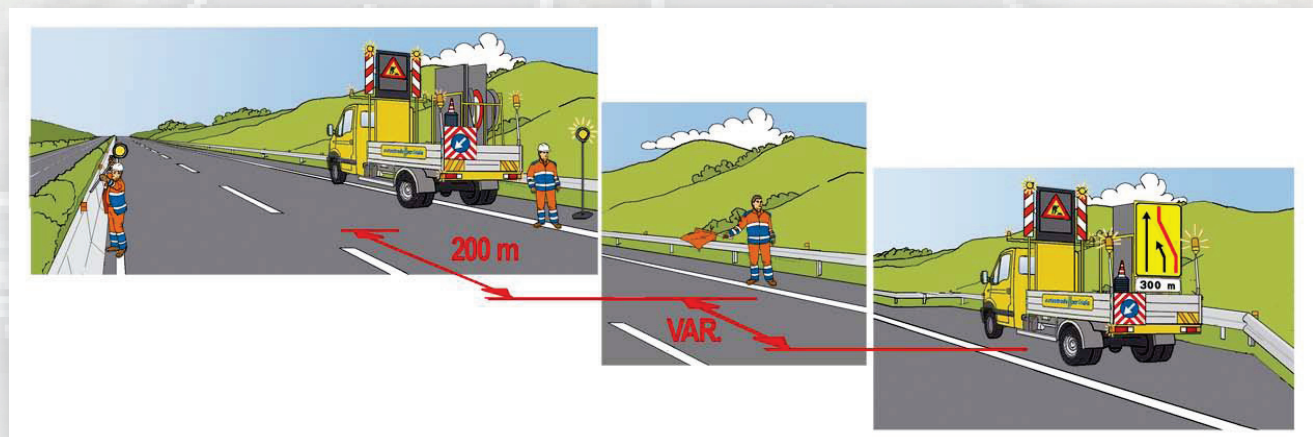


Start of positioning of cones

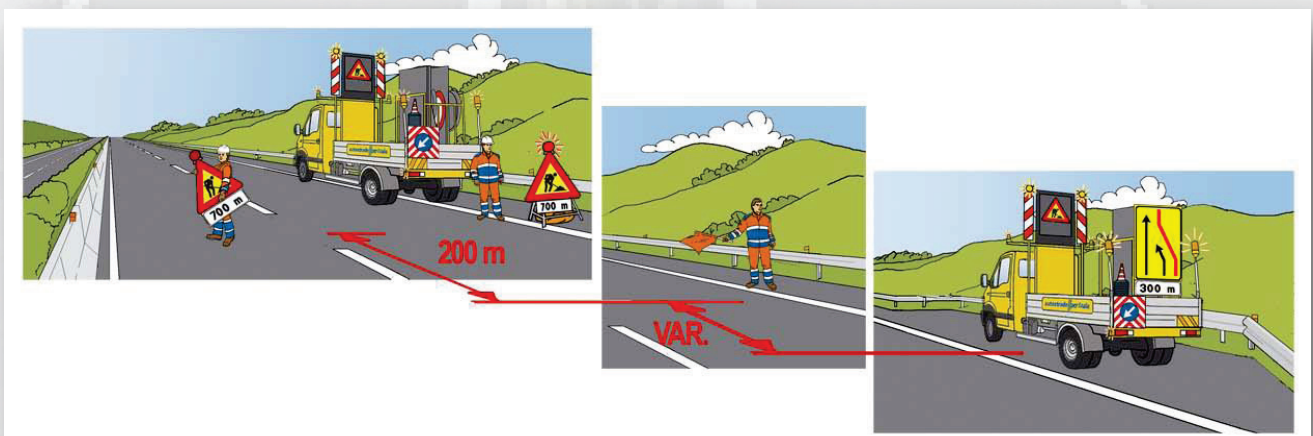
## TWO- OR THREE-LANE CARRIAGEWAY WITH NO EMERGENCY LANE – Closing passing lane - 1/2



Positioning right Blitz lamp

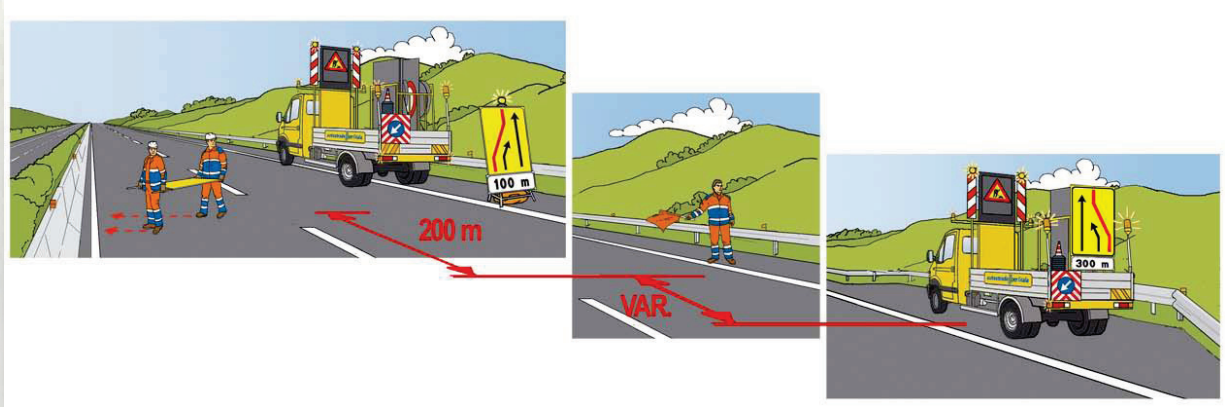


Positioning left Blitz lamp

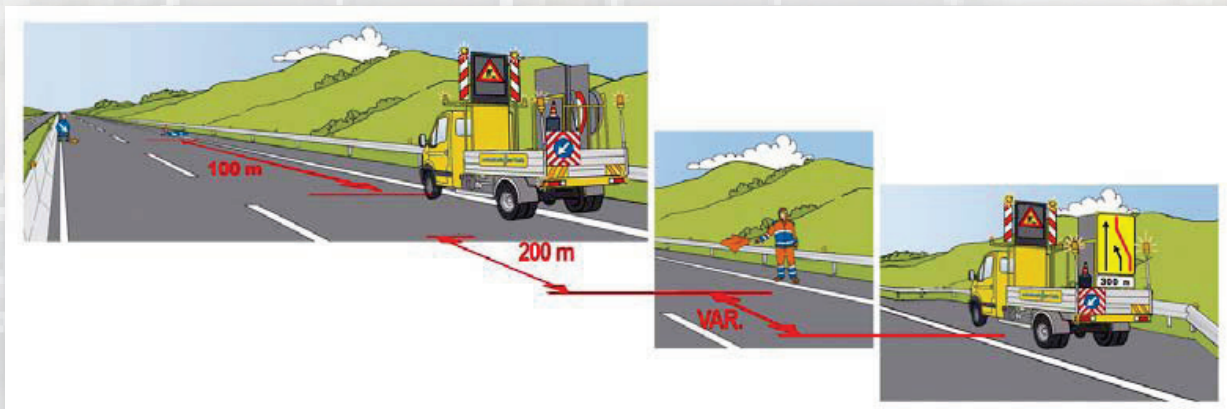


Positioning works warning sign at left

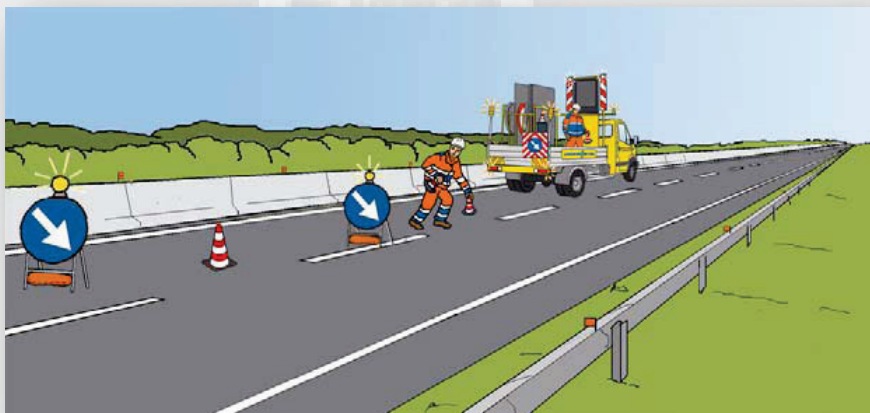
## TWO- OR THREE-LANE CARRIAGEWAY WITH NO EMERGENCY LANE – Closing passing lane- 2/2



Positioning lane closure sign



Start of carriageway narrowing

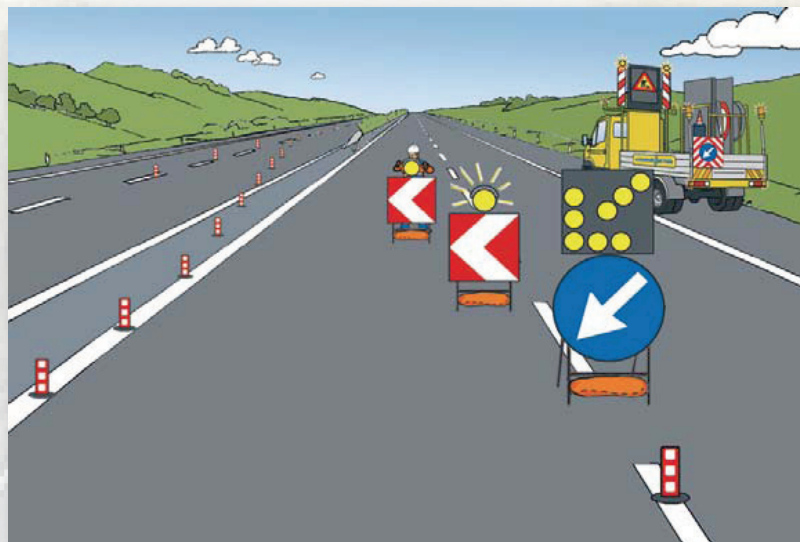


Start of positioning of cones

**ALWAYS FLAG 200 METRES IN ADVANCE**



## DEVIATION ACROSS MEDIAN (CONTRAFLOW)



When traffic must be diverted onto the other carriageway, it is necessary to:

1. CLOSE PASSING LANE OF CARRIAGEWAY RECEIVING CONTRAFLOW TRAFFIC
2. CLOSE CARRIAGEWAY LANE OCCUPIED BY WORKS ZONE
3. POSITION DIVERSION WARNING SIGNS

These operations are to be performed in accordance with the rules of this manual

## HOW TO POSITION CONES



**GREEN: RIGHT**



**RED: WRONG**

When positioning cones:

1. CHECK THAT ALL THE VEHICLE'S WARNING BEACONS ARE SWITCHED ON
2. CHECK ONCOMING TRAFFIC AND CALCULATE DISTANCE AND SPEED
3. CHECK THAT TRAFFIC FOLLOWS THE DIVERSION SIGNALLED WITH THE SIGNS
4. FOLLOW VEHICLE ON FOOT AND TAKE CONES FROM THE REAR
5. NEVER BE BESIDE VEHICLE

**ROAD OPERATOR SAFETY CARDS**  
(Road operator safety guidelines – Rev. 3)

## PARKING VEHICLE AFTER MOUNTING SIGNS

If traffic is not slowed, you must always park within the area protected by the signs.

*See cards, Chapter 1.*

## CLOSING PASSING LANE FOR BYPASSES

After mounting the signs, place vehicle in the right position for carrying out the rest of the work.

*See cards, Chapter 1.*

## OPENING BYPASSES

After mounting the signs, place vehicle in the right position for carrying out the rest of the work.

The crew requires at least 2 people.

*See cards, Chapter 1.*

## CLOSING THROUGH LANE AND PASSING LANE FOR DIVERSIONS

After mounting the signs, place vehicle in the right position for carrying out the rest of the work.

The crew requires at least 2 people.

You can work only after the Safety Car has slowed traffic.

*See cards, Chapter 1.*

## DELINEATING DIVERSION WITH CONES OR FLEXIBLE DELINEATOR POSTS

After mounting the signs, place vehicle in the right position for carrying out the rest of the work.

The crew requires at least 2 people.

*See cards, Chapter 1.*

## MOUNTING SIGNALS TO PASS RIGHT OR LEFT OF OBSTACLE

Position the “pass right or left of obstacle” signs.

The crew requires at least 2 people.

You can work only after the Safety Car has slowed traffic.

*See cards, Chapter 1.*

## POSITIONING BALLAST SACKS

Ballast sacks are needed to weigh down the signs you've put in place.

The crew requires at least 2 people.

- Place sacks especially where there is a lot of wind
- Monitor signs until works are completed
- Use only sacks, never other objects
- Place sacks on sign supports

*See cards, Chapter 1.*



**ROAD OPERATOR SAFETY CARDS**  
(Road operator safety guidelines – Rev. 3)

## SIGN REMOVAL

You must remove signs after the works are completed.  
When you must cross, always look towards the traffic and calculate the distance and speed of oncoming cars.

If there is an emergency lane:

1. THE VEHICLE MUST REMAIN AT ALL TIMES ON WORK ZONE SIDE
2. A FLAGGER MUST BE STATIONED 200 METRES BEFORE LOCATION WHERE CREW IS AT WORK
3. FROM THE END, START PICKING UP CONES, PROCEEDING IN REVERSE
4. WHEN YOU GET TO START OF CARRIAGEWAY NARROWING, PARK VEHICLE AND PROCEED ON EMERGENCY LANE
5. START DISMOUNTING CARRIAGEWAY NARROWS SIGNS, STARTING FROM THE END
6. WHEN YOU HAVE FINISHED WITH CARRIAGEWAY NARROWS SIGNS, BOARD VEHICLE AND, PROCEEDING IN REVERSE, FIND ALL WARNING SIGNS

If there is NO emergency lane:

1. THE VEHICLE MUST REMAIN AT ALL TIMES ON WORK ZONE SIDE
2. A FLAGGER MUST BE STATIONED 200 METRES BEFORE LOCATION WHERE CREW IS AT WORK
3. FROM THE END, START PICKING UP CONES, PROCEEDING IN REVERSE
4. WHEN YOU ARRIVE AT START OF CARRIAGEWAY NARROWS SIGNS, VEHICLE REMAINS ON CLOSED LANE
5. START DISMOUNTING CARRIAGEWAY NARROWS SIGNS STARTING FROM THE END
6. WHEN YOU HAVE FINISHED WITH CARRIAGEWAY NARROWS SIGNS, YOUR VEHICLE LEAVES IN DIRECTION OF TRAFFIC
7. THE VEHICLE TURNS AROUND, AND WARNING SIGNS START TO BE REMOVED, PROCEEDING FORWARD IN DIRECTION OF TRAFFIC

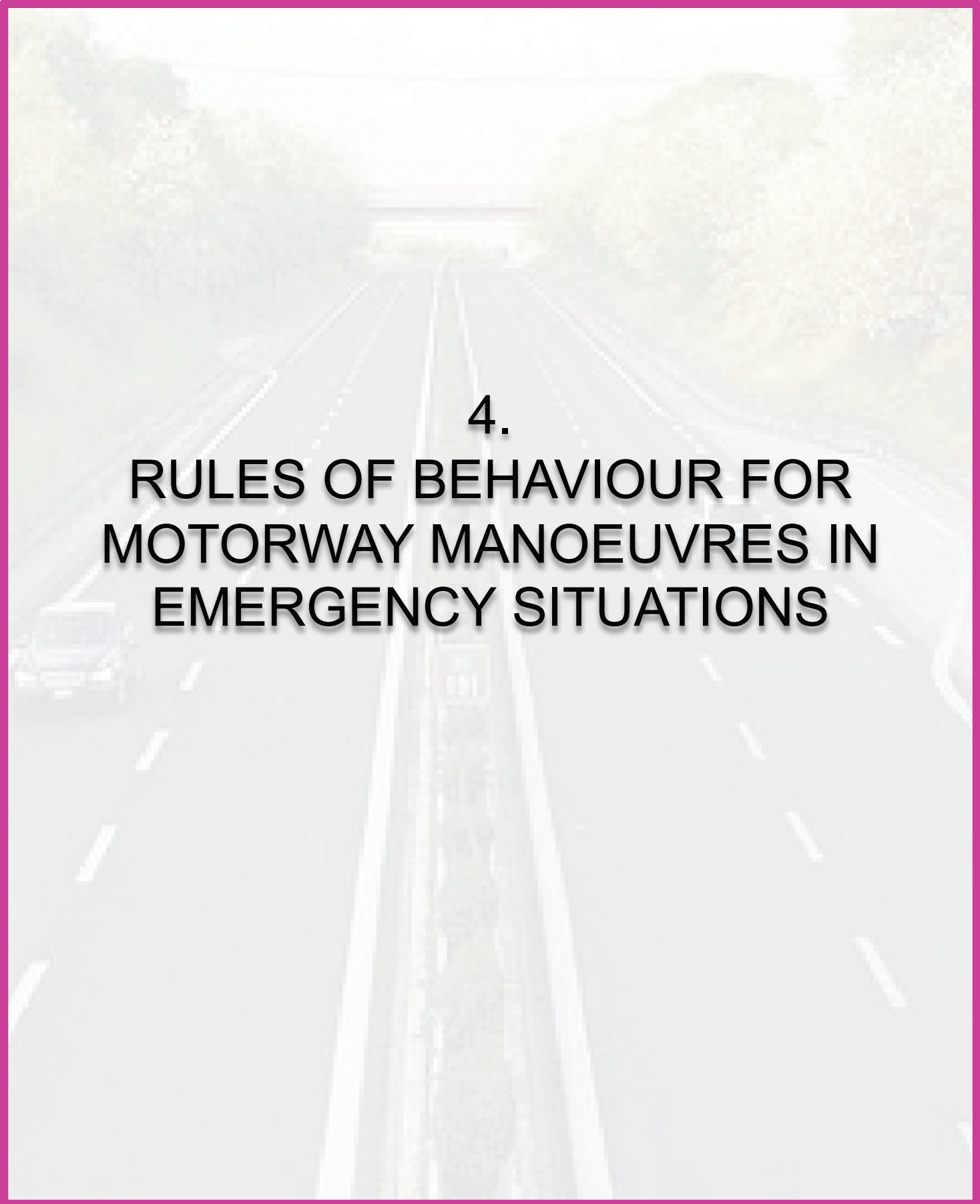
**ROAD OPERATOR SAFETY CARDS**  
*(Road operator safety guidelines – Rev. 3)*

## ADVANCING OR SLOW-MOVING WORK ZONES

For roadworks of this kind, warning signs are mounted on mobile trailers

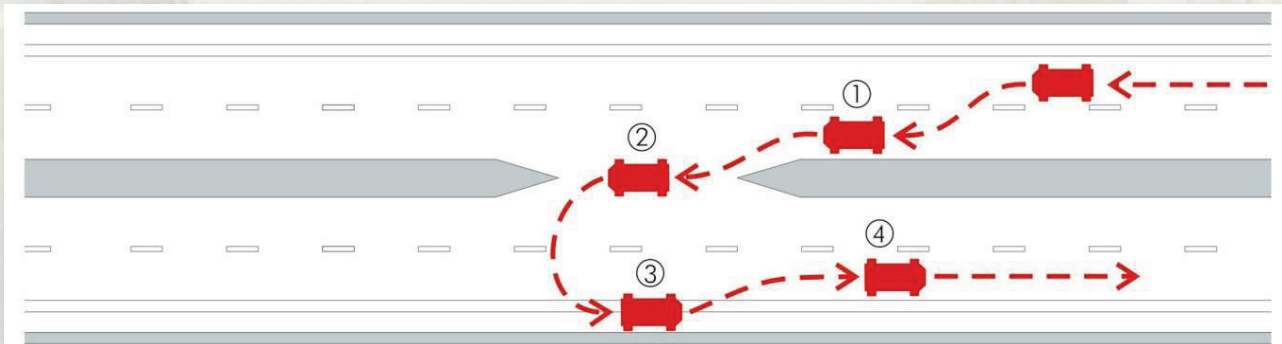
1. WORKERS CAN BE ON THE GROUND ONLY IF INDISPENSABLE AND FOR THE TIME NECESSARY
2. WORKERS GETTING OFF VEHICLE MUST FOLLOW AFTER VEHICLE, INSIDE CONES
3. WORKERS ON THE GROUND MUST NEVER BE BETWEEN OPERATING VEHICLE AND GUARDRAIL
4. IF THE WORK MUST BE DONE IN PASSING LANE, THE OPERATING VEHICLE'S DRIVER MUST WATCH FOR TRAFFIC AT ALL TIMES WHEN CHANGING LANE
5. IF OPERATING VEHICLE IS VERY SLOW OR TRAFFIC VERY HEAVY, CALL SAFETY CAR
6. IF OPERATING EQUIPMENT DOES NOT EXCEED 60 KM/H AND IT IS NECESSARY TO CROSS A TUNNEL, VEHICLE MUST BE LOADED ONTO A TRAILER

IF YOU MUST WORK ON A TWO-WAY EXIT, TWO WORKERS REGULATE TRAFFIC WITH THE GREEN/RED PADDLE



**4.**  
**RULES OF BEHAVIOUR FOR  
MOTORWAY MANOEUVRES IN  
EMERGENCY SITUATIONS**

## U-TURN OVER MEDIAN



You may make a U-turn only in emergency situations and traffic and weather conditions permitting

1. SWITCH ON WARNING BEACONS
2. WATCH FOR ONCOMING TRAFFIC
3. USE TURN SIGNAL
4. MOVE TO PASSING LANE (position 1)
5. STOP ON MEDIAN (position 2)
6. CHECK ONCOMING TRAFFIC ON OTHER CARRIAGEWAY, YIELDING TO IT AT ALL TIMES
7. CALCULATE DISTANCE AND SPEED OF ONCOMING TRAFFIC
8. AT THE RIGHT TIME, ENTER OTHER CARRIAGEWAY AND TAKE POSITION ON EMERGENCY LANE (position 3)
9. CAUTIOUSLY SWITCH ON TURN SIGNAL AND REJOIN NORMAL THROUGH LANE (position 4)



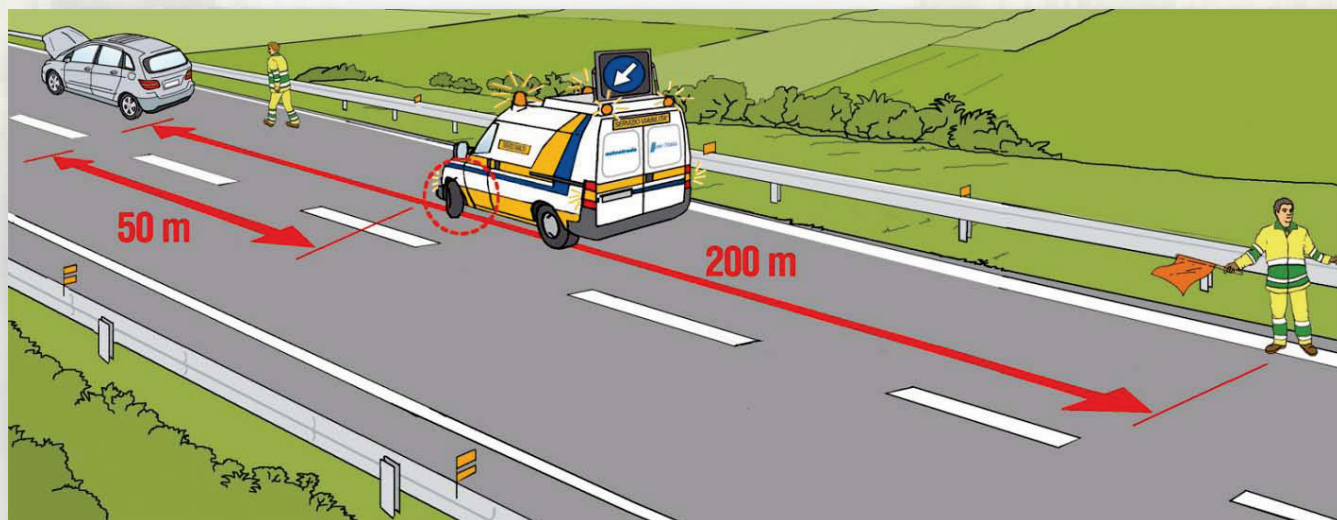
**ROAD OPERATOR SAFETY CARDS**  
*(Road operator safety guidelines – Rev. 3)*

## TRAVELLING AGAINST TRAFFIC

You may travel against traffic only in emergency situations and with traffic at a standstill

1. CALL RADIO CONTROL ROOM AND AWAIT CLEARANCE
2. WHERE APPLICABLE, AWAIT ESCORT VEHICLE
3. SWITCH ON ALL SAFETY SIGNALS
4. PROCEED SLOWLY
5. KEEP RIGHT AT ALL TIMES

## STOPPING VEHICLE WHERE THERE IS NO EMERGENCY LANE



You can stop on the through lane if:

- it is the lane where the intervention is needed
- there is no emergency lane
- there are no emergency turnouts nearby

1. INFORM RADIO ROOM

2. WATCH FOR TRAFFIC

3. USE TURN SIGNAL AND PULL UP AT RIGHT

4. SWITCH ON ALL WARNING BEACONS

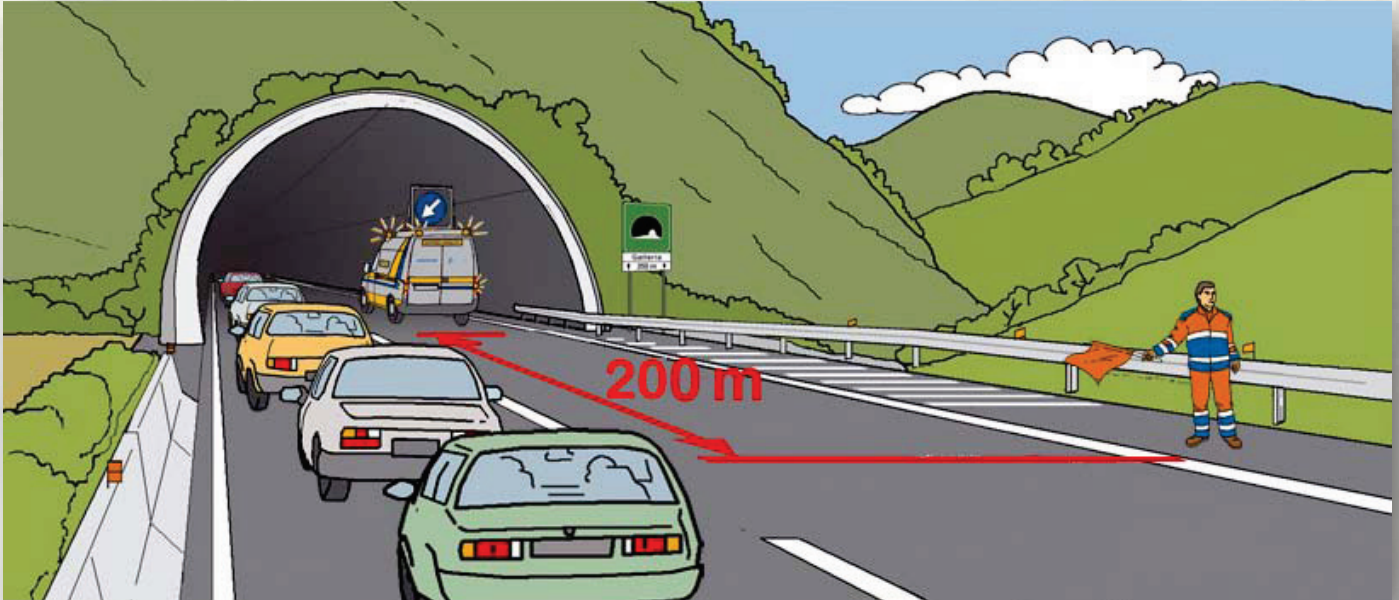
5. STOP 50 METRES FROM INCIDENT AND FAR FROM BUMPS, CURVES, OR TUNNELS

6. TURN WHEELS OUTWARD

7. A FLAG WAVER MUST BE STATIONED 200 METRES BEFORE WORKING POINT

IF THE EVENT IS ON THE PASSING LANE, REQUEST A SECOND CREW OR SAFETY CAR, OR STOP IN PASSING LANE IF THE CREW CHIEF AUTHORIZES IT

## STOPPING VEHICLE IN A TUNNEL

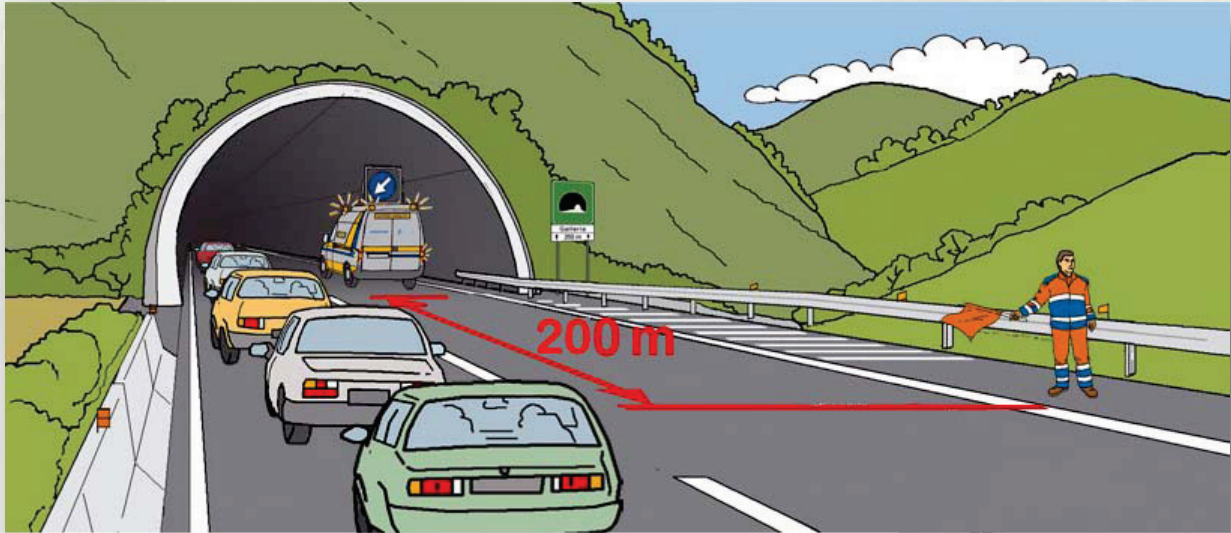


You may stop in tunnel only in **EMERGENCY** situations:

1. INFORM RADIO ROOM AND REQUEST SAFETY CAR
2. STOP VEHICLE IN EMERGENCY OR IN FIRST AVAILABLE TURNOUT
3. SWITCH ON ALL WARNING BEACONS
4. A VEHICLE CARRYING A LANE REDUCTION SIGN MUST BE POSITIONED IN A TURNOUT BEFORE YOURS
5. WHEN TRAFFIC IS DIMINISHED OR SLOW, PROCEED AS IN NEXT CARD

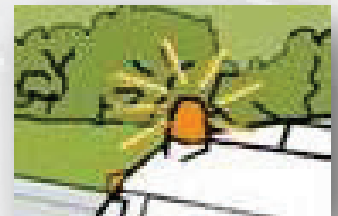


## STOPPING VEHICLE IN TUNNEL IN SLOW TRAFFIC



You may stop in tunnel only in EMERGENCY situations

1. INFORM RADIO ROOM
2. SWITCH ON ALL WARNING BEACONS, AND ALSO VARIABLE MESSAGE SIGN, IF PRESENT
3. WATCH FOR ONCOMING CARS
3. SLOW DOWN AND USE TURN SIGNAL
5. STOP ABOUT 50 METRES IN ADVANCE
6. TURN WHEELS OUTWARD
7. CAUTIOUSLY EXIT VEHICLE ON RIGHT SIDE
8. FLAG 200 METRES IN ADVANCE





# 5.

## COMMUNICATION WITH RADIO INFORMATION CENTRE

**ROAD OPERATOR SAFETY CARDS**  
 (Road operator safety guidelines – Rev. 3)

## SOCIAL RADIO CHANNELS - 1

1	A 07	Genova Ovest - Serravalle		2	010-4104210
1	A 10	Genova Aeroporto - Savona Vado		4	
1	A 12	Genova Est - Sestri Levante		5	
1	A 26	Genova Voltri - Galleria Olimpia	0 - 74	3	
1	A 26	Galleria Olimpia - Gravelona Toce	74 - 200	5	

2	A 01	Milano sud - Parma	0 - 119	3	02-35020291
2	A 04	Milano est - Brescia Ovest	0 - 92	4	
2	A 08	Milano - Varese	0 - 42	1	
2	A 09	Lainate - Como	10 - 41	1	
2	A 08 dir	Diramazione Gallarate - Arona	0 - 31	1	

3	A 01	Reggio Emilia - Sasso Marconi		2	051-599314 /15 /16
3	A 13	Bologna - Ferrara		2	
3	A 13	Ferrara - Padova		4	
3	A 14	Bologna - Imola		2	
3	A 14	Imola - Ravenna/Rimini nord		1	
3	A 14	Rimini nord - Cattolica		4	

4	A 01	Sasso Marconi - Firenze nord		3	055-4203200
4	A 01	Firenze nord - Chiusi		4	
4	A 11	Firenze - Pisa nord		1	

5	A 01	Chiusi - A.d.S Tevere	417 - 465	1	0765-459210
5	A 01	A.d.S. Tevere - Bretella	465 - 550	3	
5	A 01	Roma nord (diram. 18)	0 - 23	3	
5	A 01	Bretella - A.d.S. La Macchia	550 - 611	4	
5	A 01	A.d.S. La Macchia - Ceprano	611 - 642	1	
5	A 01	Roma sud (diram. 19)	0 - 19	4	
5	A 12	A. Fiumicino - All. Aurelia	0 - 65	2	
5	A 24	Via Bergamini - Rac. dir. Napoli		4	
5	A 24	Via Bergamini - Rac. dir. Firenze		3	

6	A 01	Ceprano - San Vittore	633 - 679	2	0776-308200
6	A 01	San Vittore - Napoli nord	679 - 740	3	
6	A 01	Napoli nord - Innesto A3	740 - 755	1	
6	A 16	Napoli - Montemiletto	0 - 60	1	
6	A 16	Montemiletto - Candela	60 - 111	5	
6	A 30	Innesto A 01/A 30 - Salerno	0 - 55	4	

7	A 14	Cattolica - Senigallia		3	085-9599211
7	A 14	Senigallia - Loreto		2	
7	A 14	Loreto - Pedaso		3	
7	A 14	Pedaso - Pescara nord		3	
7	A 14	Pescara nord - Poggio imperiale		4	

8	A 14	Poggio Imperiale - Bari		1 - 2	080-5065227
8	A 16	Candela - Cerignola ovest		3	
8	A 14	Bari - Taranto		4	

9	A 23	Udine - Tarvisio		4	0432-578314
9	A 27	Venezia Belluno		5	

## SOCIAL RADIO CHANNELS - 2

### TO CALL RADIO CENTRE, YOU MUST:

1. Choose the correct channel
2. Wait for the channel to be free
3. Say:
  - a. Name
  - b. Trunk direction
  - c. Vehicle
4. Say position (motorway code, section, kilometre)
5. Explain reason for call

### IN THE EVENT OF ACCIDENT, CALL RADIO CONTROL ROOM AND ANNOUNCE:

1. The type of problem
2. The number and type of vehicles involved
3. Whether there is damage to people
4. Whether there are other operators (road police, fire department, ambulances...)

***IF YOU CANNOT CALL RADIO CONTROL ROOM, USE THE SOS COLUMN***

**ROAD OPERATOR SAFETY CARDS**  
(Road operator safety guidelines – Rev. 3)

## GLOSSARY -1

### **Banchina**

Parte della strada, in genere pavimentata, al margine destro della carreggiata, in alcuni casi al posto della corsia di emergenza.

### **Carreggiata**

Parte della strada destinata allo scorrimento dei veicoli, composta da una o più corsie di marcia, pavimentata e delimitata da strisce di margine. Il tracciato autostradale è suddiviso in due carreggiate, ciascuna delle quali si compone di almeno due corsie di marcia e, nella maggior parte dei casi, una corsia di emergenza.

### **Corsia**

Parte longitudinale della strada di larghezza idonea a permettere il transito di una fila di veicoli delimitata da strisce discontinue (di separazione) o continue (di margine):

- **corsia di marcia**, destinata a tutti gli autoveicoli; nel caso di carreggiata con più di 2 corsie con o senza emergenza, in presenza di limite minimo di velocità sulle corsie di sorpasso e centrale, i veicoli che procedono lentamente devono percorrere la corsia di marcia più a destra;
- **corsia di sorpasso**, destinata agli autoveicoli in sorpasso; nel caso di carreggiata con più di 2 corsie con o senza emergenza i veicoli adibiti al trasporto merci (di massa > 5 t e/o di lunghezza > 7 m) possono impegnare solo le 2 corsie più a destra;
- **corsia di emergenza**, destinata alle soste di emergenza (comunque non oltre le tre ore) e al transito dei veicoli di soccorso. Può essere percorsa dagli utenti solo nei 500 metri precedenti uno svincolo o un nodo, se le corsie in quel tratto sono impegnate da veicoli accodati;
- **corsia di accelerazione**, riservata all'accelerazione per l'immissione in autostrada. Deve essere percorsa per intero;
- **corsia di decelerazione**, riservata alla decelerazione per l'immissione in un'area di servizio e/o di parcheggio e/o per l'uscita dall'autostrada. Deve essere percorsa per intero.

### **Curva**

Raccordo planimetrico fra due tratti di strada rettilinei.

### **Delineatori**

- paletti con gemma posti in serie lungo il bordo della carreggiata ad indicarne il limite;
- cartelli installati di fronte alle cuspidi ad indicare la necessità di svoltare a destra o a sinistra;
- cartelli che segnalano la presenza di una curva stretta e indicano la direzione da seguire, installati in serie di più elementi lungo il lato esterno delle curve autostradali servono per migliorare la visibilità dell'andamento della strada.

### **Dosso**

Tratto di strada con andamento longitudinale convesso.

### **Galleria**

- **artificiale**, manufatto realizzato con lo sbancamento di ostacoli naturali, costruzione di una struttura e ripristino delle preesistenze esterne.
- **naturale**, manufatto realizzato con lo scavo di un passaggio nel terreno, consolidato con costruzione di una struttura usualmente in cemento armato.

### **Intersezione**

Area comune a due o più strade che permette ai veicoli di passare dall'una all'altra di esse:

- **intersezione a livelli sfalsati o svincolo**: insieme di infrastrutture poste a diversi livelli (sovrappassi, sottopassi e rampe) che consente lo smaltimento dei veicoli tra i diversi rami;
- **intersezione a raso o a livello**: area comune a più strade, organizzata in modo da consentire lo smistamento dei veicoli tra di esse.

### **Linea di margine**

Linea continua di segnaletica orizzontale che delimita la carreggiata o che separa la carreggiata principale da carreggiate secondarie (di servizio).

### **Linea di separazione tra corsie**

Linea discontinua di segnaletica orizzontale che separa le diverse corsie di una carreggiata.

### **Pertinenza**

Striscia di terreno compresa tra la carreggiata ed il confine stradale.



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## GLOSSARY - 2

### **Piazzale**

- è l'allargamento della sede stradale che consente di distribuire i veicoli su più corsie incanalandoli verso le porte di una stazione, sia in entrata che in uscita;
- è l'area riservata alla circolazione dei veicoli in un'area di sosta o di parcheggio.

### **Piazzola di emergenza**

Parte della strada, di lunghezza limitata, adiacente esternamente alla corsia di destra, a quella di emergenza o alla banchina, destinata alla fermata di emergenza dei veicoli.

### **Piazzola tecnica**

Piazzola adibita solo alla fermata per la manutenzione degli impianti, con un unico varco per l'ingresso/uscita.

### **Progressiva chilometrica**

Segnale che indica la distanza dal punto di origine dell'autostrada.

### **Scambio**

Zona pavimentata che interrompe la continuità dello spartitraffico centrale permettendo il passaggio tra le due carreggiate di una autostrada.

### **Segnalamento temporaneo**

Serve a imporre prescrizioni in caso di urgenza e necessità. I conducenti devono rispettare le prescrizioni rese note con tali segnali anche se appaiono in contrasto con altre regole della circolazione. I cartelli sono a fondo giallo. Gli schemi segnaletici sono indicati al D.M. 10 luglio 2002 (G.U. 26 settembre 2002 n. 226):

**a) riduzione:** restringimento della carreggiata con spostamento del traffico su una o più corsie, in numero minore di quelle della carreggiata stessa;

**b) flesso:** spostamento del traffico sulla stessa carreggiata mantenendo inalterato il numero di corsie transitabili;

### **c) deviazione:**

- spostamento di tutto o parte del traffico (*deviazione parziale*) di una carreggiata su una o più corsie della carreggiata opposta ove i veicoli vengono fatti transitare a doppio senso di marcia;

- dirottamento del traffico su di un percorso alternativo.

### **Segnali luminosi**

Comprendono sia la segnaletica luminosa che le diverse tipologie di semafori compresi gli indicatori per corsie reversibili.

### **Semaforo**

Apparecchio di segnalazione luminosa volto a disciplinare il traffico dei veicoli.

Un semaforo lampeggiante prescrive di procedere a moderata velocità e con particolare prudenza rispettando le norme di precedenza.

### **Sigla**

Le autostrade vengono identificate con una sigla, esempio A1, A14.

### **Spartitraffico centrale**

Parte longitudinale non carrabile al centro dell'autostrada che separa le due carreggiate, quando è di larghezza inferiore ai 4 metri deve essere attrezzato con barriere.

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## ACRONYMS AND ABBREVIATIONS

**A.d.P.** : Area di Parcheggio

**A.D.R.** : Accordo internazionale per il trasporto di merci pericolose

**A.d.S.** : Area di Servizio

**AISCAT** : Associazione Italiana Società Concessionarie Autostrade e Trafori

**ANAS** : Ente Nazionale Autonomo Strade

**ASL** : Azienda Unità Sanitaria Locale

**A.V.** : Addetti alla Viabilità/Ausiliari della Viabilità/Addetti manutenzione e Pronto intervento

**CC** : Carabinieri

**C.O.A.** : Centro Operativo Autostradale della Polizia Stradale

**C.R.I./ S.R.** : Centro Radio Informativo/Sala Radio

**GPL** : Gas di Petrolio Liquefatto

**N.C.d.S.** : Nuovo Codice della Strada

**P.C.** : Protezione Civile

**P.M.V.** : Pannello a Messaggio Variabile

**P.S.** : Polizia Stradale

**S.I.V.** : Sistema Informativo Viabilità

**T.E.** : Trasporti Eccezionali

**VV.F.** : Vigili del Fuoco

**VV.UU.** : Vigili Urbani

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