

MAINTENANCE ROADSIDE SAFETY INCENTIVE PROGRAM REPORT

This form is used to provide information for the Maintenance Safety Incentive Program and is to be completed by the maintenance lead worker, foreman **and** superintendent.

Region	Section	Patrol #	Period
Lead worker name			
Foreman name			
Superintendent name			

LEAD WORKER SECTION

Please list your patrol's most notable safety accomplishments (up to five) initiated or completed within the last year. These activities can be any or all of the following: assigned work, assigned projects, and activities other than assigned work or projects that you feel have made the greatest contribution toward a **safer roadside** in your patrol. A list of sample safety items is attached for your information and use. This list does not cover all applicable safety items, but is intended to be a guide. Please forward this form to your foreman by June 12th.

Highway #	Milepost	Date
Description of safety activity:		
Comments:		
Highway #	Milepost	Date
Description of safety activity:		
Comments:		
Highway #	Milepost	Date
Description of safety activity:		
Comments:		
Highway #	Milepost	Date
Description of safety activity:		
Comments:		
Highway #	Milepost	Date
Description of safety activity:		
Comments:		

Lead worker signature	Date
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FOREMAN REVIEW SECTION (select only 1 patrol & complete the following section)

Please review the information submitted by your patrols. You are to select **one** patrol from your area for the Maintenance Awards Program. Other possible criteria to consider in making your selection are: Has the patrol identified high hazard locations to you for possible projects?; Has the patrol received praise from citizens for safety work?; Has any member of the patrol been nominated for "Employee of the Month" for safety work?; etc. **Please forward only one patrol** selection with pertinent comments to the Maintenance Superintendent by June 26th.

Selection

Comments

Foreman signature

Date

SUPERINTENDENT REVIEW SECTION (select only 1 patrol & complete the following section)

Please review the patrol selections submitted to you by your foreman. You are to select **one** patrol from your section as a candidate for the Maintenance Awards Program. Submit your patrol selection on this form with any comments to the Staff Traffic and Safety Branch of the Department of Transportation by July 10th. Final selection will be made by the Staff Safety and Traffic Engineering Branch.

Selection

Comments

Superintendent signature

Date

STAFF TRAFFIC AND SAFETY PROJECTS BRANCH USE ONLY

Highway section analyzed

SAMPLE ROADSIDE SAFETY ACTIVITIES Note: Special consideration will be given to maintenance activities that demonstrate innovative approaches to solving troublesome roadside safety problems or eliminating potentially dangerous roadside features.

NATURE OF WORK

Bladed/Stabilized shoulders to eliminate edge drop-offs.

Replaced missing/damaged grates and corrected grate angle.
Installed safety grates on culverts.

Regraded ditches to maintain a traversable ditch.

Flattened/Filled side slopes for a 4:1 slope or flatter to improve 'errant' vehicle recovery.

Improved front slopes at cross roads working for a 6:1 slope or flatter to eliminate 'ramping' potential.

Improved slope at culverts and other inlet openings altered by erosion.

Stabilized rock slide area/barrier and removed fallen rock.

Removed rigid top rail from fences where appropriate.

Removed fence when used incorrectly and replaced with correct barrier.

Removed/relocated foreign objects from R.O.W./recovery area.

Removed trees to maintain 30 - 40' clear zone where possible.

Removed shrubs/trees to improve sight distance and sign visibility.

Relocated signs to proper lateral distance from roadway.

Corrected vertical sign height.

Corrected breakaway sign treatment (holes drilled at proper height, slip bases not buried, hinge points corrected, hinge plates of correct design and orientation, etc.)

Replaced poor delineation/pavement marking.

Marked and/or shielded immovable roadside hazards.
Removed rigid mailbox supports.

Corrected exposed sign base heights greater than 2½" above the ground.

Installed guardrail in short 'gap' areas.

Replaced cable-post guardrail where not an effective problem solution.

Corrected guardrail height (due to overlays, shoulder erosion, etc.).

Relocated guardrail to location appropriate to roadside hinge point.

Corrected guardrail end treatment.

Removed unnecessary guardrail and replaced with correct delineation.

Corrected approach rail connection to structures.

Upgraded obsolete bridge rails.

Initiated the installation of guardrail at side slope areas greater than 3:1.