



## Warn, Inform, Direct!


### Placement of Temporary Road Signs


Ask yourself this question:


*“Will someone using the road or footway from any direction understand exactly what is happening and what is expected of them?”*

If you are placing signs or have placed signs on the highway you **must** ensure they are set out in the correct order. When removing them from site you should also ensure that you take them down in reverse, so they serve their function right up to the point the site returns to normal use and traffic no longer poses a risk to you or others.

### The Trilogy – WARN, INFORM, DIRECT

 **WARN - Road Works Ahead** – This is the 1<sup>st</sup> sign to be set out and the last sign to be collected on completion of the works. It **WARNS** approaching traffic of a potential hazard.

 **INFORM – Road Narrows Left / Right** – This is the 2<sup>nd</sup> sign in the set-out sequence and should be collected before the **WARN** sign. Other signs can be part of the **INFORM** set include Traffic Signals Ahead, Road Closed Ahead and Road Works End signs which are **always placed** after the Road Works Ahead sign.

 **DIRECT – Directional Arrows** - Place ‘Keep left’ or ‘Keep right’ signs as appropriate at the beginning and end of the lead in taper. These signs **DIRECT** traffic to do something. Other **DIRECT** signs include When Red Lights Shows Wait Here, Stop & Go boards, Priority Signs, Diversion signs, any sign which provides a driver with an instruction.

### DOs & DON'Ts

- DO** Carry out a Streetworks Site Specific Risk Assessment before setting out your signs to ensure they are placed to provide the best visibility to road users.
- DO** Set out your signs in the right order **WARN, INFORM, DIRECT (WID)**. This will ensure you and your site are visible to road users from the earliest point of set up.
- DO** Take you signs down in the reverse order **DIRECT, INFORM, WARN**. This means road users will continue to be aware of the potential hazard up to the point when the site returns to normal use.
- DON'T** Start work without conducting a Streetworks Site Specific Risk Assessment.
- DON'T** Set up your signs in any other order than **WID**
- DON'T** Take down signs in any other order than **DIRECT, INFORM, WARN**

*PAGES 25 – 27 of the SAFETY at STREET WORKS and ROAD WORKS CODE OF PRACTICE*