



Department-Approved Course Requirements: 1-Hour Flag Person

Course Required for:

Worker Training

Purpose:

This course is a specialized elective course that can help fulfill the requirement for an individual applying for a Site Safety Training Card. **THIS IS AN AWARENESS-LEVEL TRAINING ONLY and does not provide any other qualification or authorization outside of the Site Safety Training Card.**

Duration:

1 Hour of instructional time, excluding breaks

Class Size:

1-40 Trainees

NYC Requirement:

In order to continue to operate in the City of New York, the designated construction worker is required to complete a minimum number of hours of approved site safety training and to carry site safety identification cards as proof of completion of the training (As per New York City Local Law 196 of 2017 also known as 'LL196' or 'Local Law'). This course provides one hour towards the satisfaction of that requirement.

Facility Requirements:

The Training Facility used by the Course Provider must:

- Have sufficient room to accommodate all expected attendees and the equipment needed to perform hands-on exercises where required as part of the course.
- Make provisions for the presentation of training material in all media types (computer, projectors, video/DVD players, etc.); and
- Comply with all applicable laws, rules and regulations relating to occupancy, zoning, egress, fire detection, fire suppression, light, ventilation, cleanliness, sanitary facilities, emergency notification and evacuation procedures.

Training may be held at construction sites, provided the above requirements are met.

Instructor Requirement:

To deliver this course the instructor(s) must demonstrate that he or she is credentialed or trained in instructional methods and learning processes. The instructor(s) must also successfully demonstrate his or her ability to solve or resolve problems relating to the subject matter by possession of a recognized degree, certificate, licensure or professional standing, or by extensive knowledge, training, and experience, in the subject matter being taught. To the extent that the course instructor(s) holds, or has held, a trade license issued by the Department, it must be in good standing and not be surrendered to, suspended by or revoked by the Department.

The instructor(s) must also be authorized by the Occupational Safety and Health Administration ('OSHA') as a trainer(s) for its Construction and Outreach Program.

Curriculum Requirement:

All **topics** listed under **Course Content Outline** must be covered using the listed **Instructional Delivery Method**. The time dedicated to each outline topic should be appropriate for the course content and can vary depending on the trade or job performed by the trainee. The **Instructional Delivery Materials** used in this course must contain all current applicable NYC Construction Code references, current rules, policies and bulletins.

Course Curriculum Proposal Package Review:

A comprehensive review will be performed by the **Department of Buildings** to determine compliance with these Course Curriculum Requirements.

Instruction Delivery Method

Media: Lecture/Discussion, Slide Presentation, Props: including traffic channelizing devices, paddles, flags and flagger personal protection equipment.

Handouts:

Guided Learning: Instructor will guide trainees through various Maintenance and Protection of Traffic (MPT's).

Course Content Outline

1. Introduction
 - a. Instructor introduces topic and describes their qualifications and relevant experience for training this module.
 - b. Establish that all trainees can hear and fully understand you i.e. 'raise your hand if you fully understand me' or 'clap your hands if you fully understand me'
 - c. State basic classroom rules, bearings and decorum
 - i. Inform trainees of duration or training and breaks (if any)
 - ii. Remind trainees about limiting distractions (phone use, texting, sidebar conversations)
 - iii. Emergency procedures (location and means of egress, exits or other contingencies)
 - iv. Location of restrooms
 - d. Training Objectives and Expectations:
 - i. Trainees will become generally familiar the role of flaggers (flag person) and spotters is and the difference and similarities.
 - ii. Trainees will learn various rules designed to protect workers from vehicular strikes
 - iii. Trainees will be able to recognize problems with traffic management and control
 - iv. Trainees should become aware of administrative and regulatory requirements associated with construction work and traffic control.
2. Statistically illustrate that more workers are killed by vehicles than any other cause of occupational death (not in construction).
3. Introduce the New York City Department of Transportation and the Manual for Traffic Control Devices.
4. Describe Relevant Components to Flagging Operations
 - a. Temporary Traffic Control Plan
 - b. Lane Closure
 - c. Sidewalk Closures
 - d. New York City Department of Transpirations Stipulations and Permit Process
 - e. Crash worthy
 - f. Signs, Signals and Barricades
5. Roles and Responsibilities of Flaggers (also include duty of Flagger Supervisor from MUTCD)
 - a. Flaggers must use the following equipment and personal protective gear:
 - i. Hard hat
 - ii. High Visibility Apparel (Must meet approved ANSI/ISEA)

- iii. 24 inch stop/slow paddle
 - iv. Red flag (24in by 24in)
 - v. Safety Shoes
- b. NEVER enter a roadway with moving vehicles (bring vehicles to a stop while standing away from moving lanes)
 - c. Flaggers have no police powers (you cannot touch a member of the public to stop them)
 - d. Always face oncoming traffic
 - e. Never leave their position until relieved
 - f. Know where crew members and equipment are, be aware of changes, and never stand among workers and equipment
 - g. Be courteous, yet authoritative
 - h. Minimize conversations with motorist and pedestrians
 - i. Be positioned to compensate for limited sight distance, to provide maximum advance warning, and remain clearly visible to traffic at all times.
 - j. Maintain continuous communication with any other flaggers
 - k. Try to maintain color contrast with background; consider sun glare on motorist
 - l. Establish eye contact with drivers to whom they must give direction
 - m. Only use SLOW/STOP paddles for vehicular traffic control
 - n. Only use flags for pedestrian management
6. The flagger's supervisor shall determine when flaggers are to be used, how many are needed, where they are to be stationed for a specific operation, and the methods of communication between multiple flaggers
Qualified Person
7. Illustrate and describe the Manual for Uniform Traffic Control Devices Temporary Traffic Controls it pertains to construction worksites and lane closures consistent with NYC DOT.
- a. Advance warning area tells traffic what to expect ahead (include sidewalk signage here)
 - b. Transition area moves traffic out of its normal path (add pedestrian directional signs here)
 - c. Buffer areas separate traffic from workers and no equipment, vehicles or material shall be placed in this area.
 - d. Protection vehicle area provides a temporary barrier for worker safety. If a vehicle is not being used, then the roll-ahead distance is not necessary. No equipment, vehicles or material shall be in the roll-ahead distance.
 - e. Work area is set aside for workers, equipment and material storage. (Provide fencing heights for the protection of pedestrians into lane closures.
 - f. Downstream taper area lets traffic resume normal driving.
 - g. Discuss movements of trucks, equipment and other vehicles across sidewalks and streets into and out of site.
 - h. Discuss equipment blind spots
8. Exercise: Utilizing props, have volunteer trainees walk through the flagging procedures of stopping a vehicle and guiding pedestrians across open worksite. The instructor should create situational predicaments for the trainees during this exercise to gauge saturation.
9. Resources:
- a. Applicable OSHA Standards Subpart G Signs Signals and Barricades
 - b. Manual for Uniform Traffic Control Devices

- c. New York City Department of Transportation Guide for Stipulations
- d. Worker's Rights (See OSHA: <https://www.osha.gov/Publications/OSHA3146.pdf>)
- e. OSHA Regional Map: <https://www.osha.gov/html/RAmap.html>

10. Debriefing (Informal evaluation)

- a. Guided by instruction, trainees, in a class discussion talk about the course's content and means of delivery and provide verbal feedback to the instructor.
- b. Instructor takes notes (either committing them to writing during discussion or ascribing them later into noted-comments).
- c. Instructor applies lessons learned from debriefing to future trainings.

11. Written (Multiple Choice) Assessment