

WHS G002 Temporary Barricading of Pedestrian Access Guideline

Section 1 - Overview

(1) UNE seeks to prevent people accidentally walking into normal pedestrian areas that are temporarily hazardous due to works being completed or the introduction of a hazard. Particular attention shall be given to ensuring the safety of visually impaired and/or mobility impaired Workers, Students and visitors.

Section 2 - Scope

(2) The implementation of this Guideline is the responsibility of any Worker engaging in activities that require the isolation of part or all of a pedestrian access way on UNE grounds. As per section 4 of this guideline, a Worker includes but is not limited to both UNE employees and contractors.

Section 3 - Guideline

Introduction of a Barricade

(3) Before commencing work that requires barricading, contact the FMS Help Desk (6773 2065 or ef-maint@une.edu.au) so a disruption notice can be sent to the UNE Workers and Students. If relevant works are unplanned and it is not possible to do this prior, ensure it is done at the first available opportunity. It is critical that the change in conditions is communicated to Workers and Students with mobility impairments so they can transit safely.

(4) Suitable barricading must be in place to isolate the hazard and/or associated work from Workers, Students and visitors as soon as reasonably practicable.

Barricade Suitability

(5) The barricade must be a hard barrier, it must ensure that no one can access the hazard area by accident (sufficient height and stability) and must not allow an assistance animal to pass underneath. Preferred examples: temporary fence panels (2m by 1m high), concertina barricades, roll out netting barricade.

(6) Traffic cones, warning/danger tape, chains, bollards or any control measure that will blow over in the wind are not suitable barricades for pedestrian access ways.

(7) The hazard must be isolated for a full 365 degrees (horizontal) with a physical barrier.

(8) Existing walls, solid fences, etc. maybe included as part of the barricade if they fit the other criteria.

(9) If they are in the normal course of a path, steps, stairs or other pedestrian access way, all open excavations of greater than 0.6m in depth or 1m in width or 1m in length must have a hard cover as well as a suitable barricade.

Barricade Management

- (10) Schedule work and associated barricading to prevent mobile plant and pedestrians being in the same area at the same time.
- (11) If the barricade needs to be opened up during the course of the works, care must be taken to ensure that people don't inadvertently enter the site. If the work stops and the site will be left unattended (either due to the end of the day or for other reasons during the day). Then the site is to be full barricaded again before leaving site.
- (12) If the barricade is erected in an area with poor/no lighting then suitable flashing lights should be considered.
- (13) Have pedestrian routes which represent paths people would naturally follow to encourage pedestrians to stay on designated safe routes and avoid taking potentially hazardous shortcuts.
- (14) Check your control measures (barricades, lighting, alternate routes and scheduling) regularly to ensure they are working as planned. Control measures need to be regularly reviewed to make sure they remain effective, taking into consideration any changes, the nature and duration of work and that the control measure is working as planned.
- (15) When the site hazard has been removed or the works completed, the barricades are to be removed and the FMS help desk to be notified so that a notice can be sent out letting Workers and students know that they can use that access way again.

Authority and Compliance

- (16) The Rule Administrator, the Director People and Culture, pursuant to the University's [Work Health and Safety \(WHS\) Rule](#), makes these Guidelines.
- (17) UNE Representatives must observe these guidelines in relation to University matters.
- (18) These guidelines operate as and from the Effective Date.
- (19) Previous guidelines relating to barricading of pedestrian access ways are replaced and have no further operation from the Effective Date of this new Guideline.

Section 4 - Definitions

For the purposes of this document the following definition applies.

- (20) A Worker, as defined by the WHS Act, is a person that carries out work in any capacity for a person conducting a business or undertaking, including work as:
- a. an employee;
 - b. a contractor or subcontractor;
 - c. an employee of a contractor or subcontractor;
 - d. an employee of a labour hire company who has been assigned to work in the person's business or undertaking;
 - e. an outworker;
 - f. an apprentice or trainee;
 - g. a student gaining work experience;
 - h. a volunteer;
 - i. Person of a prescribed class.

Status and Details

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Unit Head	Kirsten Clayton Director People and Culture
Author	David Thorsen
Enquiries Contact	People and Culture +61 2 6773 3705

Glossary Terms and Definitions

"UNE Representative" - Means a University employee (casual, fixed term and permanent), contractor, agent, appointee, UNE Council member, adjunct, visiting academic and any other person engaged by the University to undertake some activity for or on behalf of the University. It includes corporations and other bodies falling into one or more of these categories.

"Student" - Is an admitted student or an enrolled student, at the relevant time: 1. an admitted student is a student who has been admitted to a UNE course of study and who is entitled to enrol in a unit of study or who has completed all of the units in the UNE course of study; 2. an enrolled student is a student who is enrolled in a unit of study at UNE.

"Effective Date" - means the Rule/Policy takes effect on the day on which it is published, or such later day as may be specified in the policy document.