



## Flagperson Evaluation Guidelines

### Category 1

#### *Equipment and Appearance*

1. Flagperson is able to display valid Flagperson Training Card and has it readily available.
2. Flagperson is able to explain traffic accommodation plan and signs.
3. Flagperson is able to Set glow posts, radio, lunch box, etc. in a safe location that is visible to oncoming motorists and does not impede escape route.
4. Flagperson has ensured that paddle condition is good, and reflectivity is good for use on roadway.
5. Able to communicate effectively with the other Flagperson and is not obstructed by the device. Radio is fully charged and in good condition.
6. Flagperson is not using electronic devices, or other devices that will distract them on the roadway.

### Category 2

#### *Location*

1. Flagperson is situated at start of transition area and has positioned self for controlling traffic in an area that provides maximum visibility.
2. Flagperson is standing with an unobstructed view of work zone and demonstrates side stand to watch traffic from both directions.
3. The flagperson has an unobstructed escape route access. Ask the Flagperson to explain their escape route.



### Category 3

#### *Slowing Traffic*

1. Flagperson stands at proper position on the shoulder of the road with SLOW message displayed. Flagperson has unobstructed escape route. Flagperson **does not** approach centerline to slow traffic.
2. Standing and aware of approaching traffic. Maintains eye contact with motorists. Flagperson does not stand with back to approaching traffic. Flagperson is standing in a position so that they can check for traffic approaching from behind.
3. Ensures sufficient time for driver to react. Flagperson begins to motion to approaching motorists at appropriate distance to allow proper reaction time; commands a slower rate of speed with proper hand signals. Flagperson is able to react to improper motorist responses.
4. Proper display of paddle and signal when slowing traffic. Flagperson displays correct message, holds sign upright, uses correct hand signals, and exaggerates signals if needed.

### Category 4

#### *Stopping Traffic*

1. Standing at proper position on shoulder of road. Flagperson stands at proper position on the shoulder of the road with STOP message displayed.
2. Proper display of paddle and signal when stopping. Flagperson displays correct message, holds sign upright, uses effective hand signals to get the vehicles to the shoulder, and exaggerates signals if needed.
3. Ensures sufficient time to stop. Flagperson begins to motion to approaching motorists at appropriate distance to allow proper reaction time. Flagperson checks that motorists are responding correctly.
4. Awareness of approaching traffic. Flagperson does not stand with back to approaching traffic.
5. Maintains eye contact with driver. Flagperson maintains eye contact with approaching drivers and is not distracted.



6. Stops traffic at appropriate distance. Flagperson commands motorist to stop a minimum of 15 meters away from flagstation.
7. Stops traffic before entering lane and maintains proper position. Flagperson proceeds into lane so they are visible to oncoming motorists **after the first vehicle has stopped.** Flagperson **does not** stand on centerline.
8. Unobstructed escape route access. Flagperson maintains an unobstructed flag station.
9. Awareness of passing vehicles. Able to watch traffic coming from both directions, never turns back to oncoming motorists.
10. Displays paddle to proceeding motorists. Ensures “SLOW” message is visible to motorists in the released line.

## **Category 5**

### ***Releasing Traffic***

1. Returns to proper position on shoulder of road. Flagperson maintains the STOP message displayed to motorists until fully retreated back to the shoulder.
2. Proper display of paddle and signal. Once on the shoulder, displays the SLOW message and waves traffic through with the other arm, maintains eye contact with motorist at all times.

## **Category 6**

### ***Night Flagging Knowledge***

1. Reflective headwear with 360° visibility. Flagperson is wearing appropriate reflective headwear that has 360° visibility.
2. Flashlight with red cone. Flagperson is equipped with a flashlight with red cone to signal the motorist.
3. Station is sufficiently illuminated. Flagstation is properly illuminated to ensure flagperson can be seen by approaching motorists.



## **ATTENTION**

1. Flagperson evaluations must be completed and kept in employee file.
2. Ensure that all flagpersons that have not passed the evaluation are competently supervised until flagperson receives passing evaluation.
3. It is recommended that returning flagpersons receive a re-evaluation at the start of each new construction season.

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Employer: \_\_\_\_\_

Assessed by: \_\_\_\_\_

Hours/Years Experience: \_\_\_\_\_

- Employee has all required PPE appropriate for this assessment (Ex. – Approved safety footwear, headwear, and correct safety apparel)

Category	Criteria	
<b>Category 1</b> <i>Equipment and Appearance</i>	<input type="checkbox"/> Valid Flagperson Training Card on person <input type="checkbox"/> Able to explain traffic accommodation plan and signs <input type="checkbox"/> Set up of Safe Flagstation <input type="checkbox"/> Paddle condition and reflectivity good <input type="checkbox"/> Communication means and procedures <input type="checkbox"/> No usage of electronic devices or other distractions	/6
<b>Category 2</b> <i>Location</i>	<input type="checkbox"/> Situated at start of transition area and visible <input type="checkbox"/> Standing with unobstructed view of work zone <input type="checkbox"/> Unobstructed escape route access	/3
<b>Category 3</b> <i>Slowing Traffic</i>	<input type="checkbox"/> Proper position on shoulder of road <input type="checkbox"/> Standing and aware of approaching traffic <input type="checkbox"/> Ensures sufficient time for driver to react <input type="checkbox"/> Proper display of paddle and signal	/4
<b>Category 4</b> <i>Stopping Traffic</i>	<input type="checkbox"/> Standing at proper position on shoulder of road <input type="checkbox"/> Proper display of paddle and signal <input type="checkbox"/> Ensures sufficient time to stop <input type="checkbox"/> Awareness of approaching traffic <input type="checkbox"/> Maintains eye contact with driver <input type="checkbox"/> Stops traffic at appropriate distance <input type="checkbox"/> Stops traffic before entering lane and maintains proper position – not crossing centerline <input type="checkbox"/> Unobstructed escape route access <input type="checkbox"/> Awareness of passing vehicles <input type="checkbox"/> Displays paddle to proceeding motorists	/10
<b>Category 5</b> <i>Releasing Traffic</i>	<input type="checkbox"/> Returns to proper position on shoulder of road <input type="checkbox"/> Proper display of paddle and signal	/2
<b>Category 6</b> <i>Night Flagging Knowledge</i>	<input type="checkbox"/> Reflective headwear with 360° visibility <input type="checkbox"/> Flashlight with red cone <input type="checkbox"/> Station is sufficiently illuminated	/3
	<b>Total Score for Mandatory Sections 1-5</b> <i>(Must achieve 25/ 25 to be successful)</i>	<b>/25</b>
To be completed for night flagging operations	<b>Category 6 Total Score</b> <i>(Must achieve 3/3 to be successful)</i>	<b>/3</b>

Final Outcome of this Assessment (Circle Correct Result)

PASS RE-TAKE

Instructor: \_\_\_\_\_

Employee's Signature: \_\_\_\_\_

Areas for improvement

Comments: \_\_\_\_\_

\_\_\_\_\_