

- Reverse Signal Operation Safety Requirements [16VAC25-97](#)

DEPT OF CORRECTIONS



Augusta Correctional Center

Stephen K. Nuffer

May 7, 2013

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1. PURPOSE:

- The purpose of this program is to ensure the safety of staff, the public and offenders while backing state owned vehicle that are obstructed.

2. PROGRAM:

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3. DEFINITIONS:

- All Department of Correction vehicles, machinery or equipment capable of operating in reverse and with an “obstructed view to the rear.” **Obstructed view to the rear** is anything that interferes with the driver’s view to the rear of the vehicle at ground level & includes structural members of the vehicle; its load (e.g., gravel, dirt, machinery parts); its height relative to ground level viewing; damage to windows or side mirrors, etc., used for rearview movement; restricted visibility due to weather conditions (e.g., heavy fog, heavy snow); or work being done after dark without proper lighting.

4. PROCEDURES:

- **Do not** back-up any covered vehicle unless it has a back-up alarm audible above the surrounding noise level, **and** it is backed-up only when a ground guide signals that it is safe to do so; **or** before backing-up, the driver looks to see that no person is in the path of the vehicle. If the back-up alarm stops working properly & an immediate fix is not possible **that day**, the vehicle shall be backed-up using ground guide signals; **or** taken out of service until the alarm is repaired.
- **Do not** do any activities other than those related to the vehicle being signaled; Use personal cell phones/head phones, etc., that could cause a distraction; Walk close behind a vehicle that is backing-up.
- Staff shall be trained in the safety rules in this regulation;
- **Always stay where the vehicle driver can see you while he/she is backing-up;**
- Stay a safe working distance from the vehicle;
- Be provided with & wear during the day a safety vest/jacket in orange, yellow, strong yellow green or fluorescent versions of these colors;
- Be provided with & wear at nighttime a safety vest/jacket with retro reflective material in orange, yellow, white, silver, strong yellow green or a fluorescent version of these colors (visible at a minimum distance of 1,000 feet).
- Be trained in the safety rules of this regulation; and

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- **NOT** back-up a vehicle unless they keep constant line of sight of the ground guide. **If the driver loses sight of the ground guide, they shall immediately stop the vehicle** until sight of the ground guide is regained and a signal is received from the ground guide to restart back-up operations.
- Do not walk close behind a vehicle that is backing-up.

TRAINING:

- Refresher training shall be provided for any driver or ground guide when they have violated the regulation; been involved in a reverse signal accident or near miss; **or** received an evaluation indicating they have not been operating under this regulation in a safe manner.
- All staff shall be trained in annual in-service classes on this procedure.

Review Date:

This program was reviewed and revised on February 16, 2016

John Woodson, Warden

Date

Stephen Keller Nuffer, Safety Specialist

Date