

**SKILLS FRAMEWORK FOR PUBLIC TRANSPORT
TECHNICAL SKILLS AND COMPETENCIES (TSC) REFERENCE DOCUMENT**

TSC Category	Workplace Safety and Health					
TSC	Workplace Traffic Safety Management					
TSC Description	Manage movement of bus fleet and pedestrians at the workplace to minimise traffic risks and hazards					
TSC Proficiency Description	Level 1	Level 2	Level 3	Level 4	Level 5	Level 6
	PTP-WSH-1050-1.1	PTP-WSH-2050-1.1	PTP-WSH-3050-1.1	PTP-WSH-4050-1.1		
	Follow workplace traffic safety guidelines to minimise traffic risks and hazards	Interpret elements of workplace traffic safety guidelines to identify traffic risks and hazards	Implement workplace traffic management plan to ensure effective management and operations of bus fleet to minimise traffic risks and hazards	Manage traffic risks through compliance monitoring and formulation of corrective action plans to ensure compliance		
Knowledge	<ul style="list-style-type: none"> Importance of workplace traffic safety guidelines and control measures Types of traffic hazards and risks relating to movement of bus fleet within work premises Responsibilities of staff in relation to workplace traffic safety management Organisational standard signalling system for traffic movement Types of workplace traffic and safety signage Types of traffic safety devices and Personal Protective Equipment (PPE) for workplace traffic safety movement Designated workplace areas for traffic routes, storage areas, passageways and pedestrian walkways Workplace Safety and Health (WSH) guidelines on Workplace Traffic Safety Management 	<ul style="list-style-type: none"> Organisational safety work procedures Types of traffic control measures Methods to identify traffic risks and hazards Documentation and/or reporting requirements to record observations on traffic risks and hazards Types of traffic hazards and risks relating to movement of bus fleet within work premises Organisational standard signalling system for traffic movement Types of workplace traffic and safety signage Types of traffic safety devices and Personal Protective Equipment (PPE) for workplace traffic safety movement Designated workplace areas for traffic routes, storage areas, passageways and pedestrian walkways 	<ul style="list-style-type: none"> Components of workplace traffic management plan Duties and responsibilities of personnel managing and implementing the workplace traffic management plan Organisational communication platforms and channels to disseminate information on workplace traffic safety management initiative Procedures to inspect and maintain traffic safety devices and Personal Protective Equipment (PPE) Emergency response execution procedures Incident investigation procedures Workplace Safety and Health (WSH) guidelines on Workplace Traffic Safety Management Traffic rules and regulations 	<ul style="list-style-type: none"> Principles of traffic management Principles and methodology of risk assessment Principles and types of risk control measures Key performance measures to monitor workplace traffic safety compliance Methods to track workplace traffic safety compliance Organisational procedures and methods for incident investigation Best practices of workplace traffic safety management Workplace Safety and Health (WSH) guidelines on Workplace Traffic Safety Management Traffic rules and regulations 		

**SKILLS FRAMEWORK FOR PUBLIC TRANSPORT
TECHNICAL SKILLS AND COMPETENCIES (TSC) REFERENCE DOCUMENT**

	<ul style="list-style-type: none"> Traffic rules and regulations Organisational safety work procedures 	<ul style="list-style-type: none"> Workplace Safety and Health (WSH) guidelines on Workplace Traffic Safety Management Traffic rules and regulations 				
Abilities	<ul style="list-style-type: none"> Identify one's role and responsibilities in relation to Workplace Traffic Safety management Follow workplace traffic instructions, safety warnings and signages at the workplace Use safety devices and PPE as provided Follow emergency procedures, instructions and arrangements as established and instructed Report incidents, accidents and workplace hazards to the supervisor or person-in-charge Provide feedback to improve workplace traffic safety in relation to own area of work 	<ul style="list-style-type: none"> Interpret traffic safety guidelines to identify and report risks and hazards encountered Detect traffic safety lapses at the workplace Report defects detected in traffic safety devices and PPE Recommend suggestions to improve workplace traffic safety Document and/or report observations on traffic risks and hazard\ Provide suggestions to safety management improvement 	<ul style="list-style-type: none"> Implement workplace traffic control measures in accordance to Workplace Traffic Management Plans Implement the safe use of traffic safety devices and PPE at the workplace Communicate workplace traffic safety guidelines and measures to relevant internal stakeholders to drive implementation of Workplace Traffic Safety Management initiative Coordinate ground response to mitigate or eliminate traffic risks and hazards Escalate traffic risks and hazards to appropriate personnel, departments or government agencies Update and maintain documentation related to traffic safety controls and reported traffic incidents in the workplace Implement training programmes on Workplace Traffic Safety Management 	<ul style="list-style-type: none"> Conduct risk assessment to evaluate workplace traffic safety compliance Assess weaknesses in current traffic control measures and recommend improvement plans Review workplace operations to ensure compliance to workplace traffic safety guidelines Review workplace traffic management plans Develop workplace traffic management plans Update and maintain documentation related to traffic controls and reported traffic incidents in the workplace Conduct training on Workplace Traffic Safety Management Develop individual learning plans on WSH and Workplace Traffic Safety Management 		