

Traffic Engineering
Traffic Control Device:
Division:
Subject:

Effective Date:
Date of Revision:

Purpose

From time to time the Department receives requests to permit the use of provincial highways (PTH's, PR's, etc.) for film or television productions or special events which may have impacts on traffic operations or traffic safety.

Policy

For those "declared" highways where the Minister of Infrastructure is the traffic authority, the Department will try to accommodate the use of its highways for film or television productions and special events and may issue a permit for locations where road user safety can be assured, and any inconvenience can be minimized.

Standard

The attached Application form provides details of necessary information and approvals to allow the use of provincial highways for this purpose.

The Location Manager for the media production or special event should be advised to seek any traffic control assistance from the local police force.

The applicant may be permitted, if authorized by the Department as the traffic authority, to use certified flag persons to control traffic on the roads by requesting use and providing details in its traffic control plan. The Department will establish conditions for traffic control in the Permit.

The applicant is required to designate a traffic control coordinator to ensure compliance with permit conditions and the overall traffic control plan.

The provision of passage for emergency vehicles, school buses, etc. is a requirement for the Permit to be approved.

The applicant must indemnify the Department against any legal action or other liabilities by signing the attached standard Indemnity Agreement (attached).

The applicant must provide evidence of a minimum of \$5 million liability insurance, with the Department named as additional insured.

For "declared" highways, if the production or special event traffic control impacts are of short duration, the Department may lend the necessary standard traffic control signs and barricades to the production company if these devices are not readily available from commercial sources, and if this will not unduly affect or compromise Department operations. The production company or event organizer will be responsible for picking up and returning the traffic control devices and barricades in a timely manner. They will also be required to compensate the Department in full for any missing or damaged signs, barricades, etc.

RECOMMENDED: _____
Director, Traffic Engineering

APPROVED: _____
Executive Director
Highway Engineering

Where traffic control impacts are for more than several hours in duration, the location manager will be required to develop a **traffic control plan** for review and approval by the Department.

The plan will need to identify the following:

- Affected highways
- Traffic control devices, use of certified flagpersons, police traffic control, barricades, etc. at specific locations
- Any detour routes required, and traffic controls (signs, flagpersons, barricades, route markers etc.) to accommodate detoured traffic. This must identify any bridge structures on the proposed detour routes, to consider their structural adequacy for detoured traffic.
- See the Work Zone Traffic Control Manual for sample traffic control plans

Note: Approvals for Highway Closures

Department Policy 800-G-12 details the requirements for a written order, signed by the Deputy Minister, for highway closures. This would not normally apply to “stop and go” closures for limited durations.

Department staff will not normally be involved in setting up traffic control devices or barricades, or in providing traffic control flagging, except as resources allow and in any event only on a cost recovery basis. However, Traffic Engineering Branch staff or Regional staff may provide advice and assistance at no charge to the production company or event organizer in the field to identify suitable locations and in the determination of minimum traffic control requirements and acceptable, safe traffic operations.

The Director of Regional Operations or the Director of Traffic Engineering may issue the necessary permit, which will constitute a letter to the applicant.

The production company or event organizer must provide written proof of insurance, and must sign the Department’s permit agreeing to all conditions, and complete and return the Department’s attached standard Indemnity Agreement before any work commences.

The Department staff will not normally be involved in locations off the provincial highway system, or on “designated” highways where the Minister of Infrastructure is not the traffic authority. (This does not preclude suggestions regarding good traffic control procedures, and pertinent recommendations arising from the attached blank Application form.)

APPLICATION

FOR FILM PRODUCTIONS AND SPECIAL EVENTS AFFECTING PROVINCIAL HIGHWAYS

Date: _____ File: _____

Requested Filming/Event Dates: _____

Affected Highways(s) and Locations: _____

R.M. (or other local jurisdiction): _____

Film Production/Event (Movie or Production/Event Name): _____

Contact Person and Company Name: _____

Phones: Office: _____ Cell: _____

Email: _____

Request Details, e.g., Highway Closure, "Stop and Go", Parking of Production Vehicles, etc."

Agreement Details, e.g., Traffic Control by RCMP and/or certified flagpersons; signs loaned by Dept., road closure duration, etc.

CLEARANCES (as applicable):

R.M. (or other local jurisdiction) _____

R.C.M.P./Local Police _____

Region _____

Road Info Desk _____ Overload/Overheight Permit Desk _____

Others (Hydro, Transport Canada, MTA, etc.) _____

Evidence of Insurance (minimum \$5M with Department shown as "additional insured")

Indemnity Agreement completed (on attached standard Department format)

Notes: _____

Final Permit Approval by: _____
(name) for Province of Manitoba

copies to: Region R.M. R.C.M.P./Police Film Co. Other _____

INDEMNITY AGREEMENT

WHEREAS _____ (the "Applicant") applied to the
Name of Applicant
Government of Manitoba, Department of Infrastructure ("Manitoba") for a permit authorizing
the Applicant to use Department roads for film or television production or special event.

AND WHEREAS Manitoba has agreed to issue a permit to the Applicant authorizing the
Applicant to use Department roads for film or television production or special event subject
to certain conditions, including the condition that the Applicant enters into this Indemnity
Agreement.

NOW THEREFORE in consideration of the issuance of a permit by Manitoba authorizing
the Applicant to use Department roads for film or television production or special event, the
Applicant hereby agrees to save harmless and indemnify Manitoba, its officers, employees
and agents from and against all claims, liabilities, demands, actions or proceedings for any
injury to persons (including death), damage or loss to property caused by, or related to the
Applicant's use of Department roads for film or television production or special event and
any omission or wrongful or negligent act of the Applicant, or of the officers, employees or
agents of the Applicant.

Manitoba shall not be liable for any injury to the Applicant, or to any officers, employees or
agents of the Applicant, or for any damage to or loss of property of the Applicant, or of the
officers, employees or agents of the Applicant caused by or in any way related to the
Applicant use of Department roads for film or television production or special event.

IN WITNESS WHEREOF the Applicant through its duly authorized representative(s) has
executed this Indemnity Agreement on the date noted below.

Name of Event

Name of Applicant

Date

Per: _____

Per: _____