# ROOF ACCESS PERMIT

**APPLICANT TO DOWNLOAD THIS PERMIT, COMPLETE AND FORWARD TO AUTHORISED FACILITIES MANAGEMENT OFFICERS 24 HOURS PRIOR TO REQUIRING ACCESS.**

## PERMIT DETAILS

**Campus:**
- □ Wollongong
- □ Innovation Campus
- □ Shoalhaven
- □ Batemans Bay
- □ Bega
- □ Moss Vale
- □ Loftus
- □ Other:

**Permit type:**
- □ Short Term Access
- □ Long Term Access

*(If you require long term access only complete the Permit Details section and submit for approval)*

<table>
<thead>
<tr>
<th>Building number</th>
<th>Date access from</th>
<th>Date access to</th>
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**Organisation / person requiring access:**
- □ UOW
- □ Other:

**Description of work to be undertaken:**

**Organisation / person requesting work to be undertaken:**

### ROOF ACCESS REQUIREMENTS

*(to be completed by person requiring access to roof)*

List persons requiring access to the roof:

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<td>3.</td>
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Has the UOW Roof Safety Survey been reviewed for the building being accessed?
- □ Yes
- □ No *(undertake or review risk assessment)*

Will the work being undertaken require additional controls not covered by the Roof Safety Survey?
- □ Yes *(Complete a Risk Assessment and Safe Work Procedure)*
- □ No *(Submit permit for approval)*

Has a rescue plan been put in place for work that requires the use of fall arrest systems?
- □ Yes *(attach to permit)*
- □ No *(access will not be granted if fall arrest systems are required)*

#### APPLICANT

Have access controls been implemented in accordance with the Roof Safety Survey:
- □ Yes
- □ No - explain:

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#### AUTHORISED UOW OFFICER

Does the applicant’s WHS management system satisfy UOW roof access and working at heights requirements?
- □ Yes
- □ No

Are additional risk assessments required to be completed for the work being conducted on the roof?
- □ Yes
- □ No

Roof access:
- □ Authorised
- □ Declined

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<th>Position:</th>
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