Roof Safety Survey

GENERAL INFORMATION
CAMPUS: Wollongong Campus
BUILDING: Administration (36)
DESCRIPTION: Two storey metal roof building with centrally located skylight.

RISK ASSESSMENT #: UOW 01586
ROOF ACCESS: Single access point is via a permanent ladder and hatch located in the plant room - beware of trip hazard (pipe) and low headroom from air conditioning ducts. Hatch is padlocked. Parapet around building edge but no fall restraint system. Telescopic styles on ladder to be extended prior to accessing roof.

SIGNAGE: Caution - Trip Hazard; Warning - Low Headroom
COMPLIANCE PLATES: Not Applicable
SAFE WORK AREA: None
ROOFING SYSTEM: NA
HEIGHT OF BUILDING: 2 storey
PITCH: Flat < 5 degrees
ROOF CONSTRUCTION: Metal
STRUCTURAL INTEGRITY: Good
VEGETATION: Yes
ADJOINING ROOFES: Nil

SERVICES:
- Gutters: Yes
- A/C Units: Yes
- Exhaust Fans: No
- Ducts: Yes
- Roof Ventilators: No
- Fume Cupboards: No
- Telco Towers: No
- Satellite Dishes: No
- Antenna: Yes
- Skylights Domes: Yes
- Glass Skylights: No
- Pipework: No
- Cooling Tower: Yes
- Flood Lights: Yes

EXISTING SAFETY ITEMS:
- Horizontal Lifelines: No
- Anchor Points: No
- Vertical Lifelines: No
- Handrail: No
- Walkway: No
- Parapets: Yes < 1200 mm

WORK ACTIVITY DETAILS:
- Clean Gutters / Routine Maintenance: Yes
- Service A/C Plant: Yes
- Cooling Tower Maintenance: Yes

Frequency:
- Every 6 weeks
- Monthly

Note: Before commencing any work obtain Roof Permit from Facilities Management Division.
## Risk Assessment / Task Location

**BUILDING 36**

**Note:** The hazards identified do not include hazards that related to specific work tasks. These should be identified in the Safe Work Method Statement (SWMS) of the contractor.

<table>
<thead>
<tr>
<th>Hazard Identification</th>
<th>Risk Assessment &amp; Control Measures</th>
<th>Risk Control</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Activity/Service Item</strong></td>
<td><strong>What are the potential Hazards</strong></td>
<td><strong>What is the Risk Level</strong></td>
</tr>
<tr>
<td>Access to Roof via hatch</td>
<td>Trip Hazards &amp; Low Headroom</td>
<td>Medium</td>
</tr>
<tr>
<td>Access to Roof</td>
<td>Unauthorised access</td>
<td>M</td>
</tr>
<tr>
<td>Gutter Edge</td>
<td>Falling</td>
<td>High</td>
</tr>
<tr>
<td>A/C Maintenance in Safe Area</td>
<td>Failing &amp; Refer to SWMS of contractor</td>
<td>Low</td>
</tr>
<tr>
<td>A/C Maintenance within 2m of roof edge</td>
<td>Failing &amp; Refer to SWMS of contractor for maintenance work</td>
<td>Low</td>
</tr>
<tr>
<td>Duct Maintenance in Safe Area</td>
<td>Failing &amp; Refer to SWMS of contractor</td>
<td>Low</td>
</tr>
<tr>
<td>Duct Maintenance within 2m of roof edge</td>
<td>Failing &amp; Refer to SWMS of contractor for maintenance work</td>
<td>High</td>
</tr>
<tr>
<td>Working on Roof</td>
<td>Trip Hazard from raised flashings</td>
<td>Medium</td>
</tr>
<tr>
<td>Working on Roof</td>
<td>Trip Hazard from Straps used to tie down maintenance units</td>
<td>Medium</td>
</tr>
<tr>
<td>Skylights with Protection</td>
<td>Nil</td>
<td>Low</td>
</tr>
<tr>
<td>Skylights with No Protection</td>
<td>Falling</td>
<td>High</td>
</tr>
<tr>
<td>Flood Lights</td>
<td>Falling</td>
<td>High</td>
</tr>
<tr>
<td>General</td>
<td>Trip Hazard - Roof Sheeting</td>
<td>Medium</td>
</tr>
<tr>
<td>General</td>
<td>Environmental Hazards - Spiders, Wasps, and other insects</td>
<td>M</td>
</tr>
<tr>
<td>General</td>
<td>Weather Trips/Slips - Wet Roofs</td>
<td>High</td>
</tr>
<tr>
<td>General</td>
<td>Weather - Windy Condition</td>
<td>High</td>
</tr>
<tr>
<td>General</td>
<td>Weather - Hot Conditions</td>
<td>Medium</td>
</tr>
</tbody>
</table>
Reference Documentation

Legislation
NSW Work Health and Safety Regulation 2011 Part 4.4 Falls
Public Health (Microbial Control) Regulation 2000

Australian Standards
AS 1657 - 2013: Fixed platforms, walkways, stairways and ladders - Design, construction and installation
AS 1891.1 - 2007 : Industrial fall-arrest systems and devices - Harnesses and ancillary equipment
AS 1891.2 - 2001 : Industrial fall-arrest systems and devices - Horizontal lifeline and rail systems
AS 1891.3 - 1997 : Industrial fall-arrest systems and devices - Fall-arrest devices
AS 1891.4 - 2009 : Industrial fall-arrest systems and devices - Selection, use and maintenance
AS 1892.5 - 2000 : Portable ladders - Selection, safe use and care
AS 2210.1 - 2010 : Safety, protective and occupational footwear - Guide to selection, care and use
AS 3666- 2011 : Air-handling & Water Systems for Buildings - Microbial Control
AS 4994.1 - 2009 : Temporary edge protection - General requirements
AS 4994.2 - 2009 : Temporary edge protection - Roof edge protection - Installation and dismantling
AS 5532 - 2013 : Manufacturing requirements for single-point anchor device used for harness-based work at height

Code of Practice
Safe Work Australia - Managing the Risk of Falls at Workplaces
NSW Health Department Code of Practice for the Control of Legionnaires' Disease

UOW Documentation
Managing the Risk of Falls Guidelines
Thermal Comfort Guidelines
UOW Roof Access Permit
UOW Roof Access Certificate

Other
WorkCover - Safe Working at Heights Guide 2006
WorkCover Safety Guide - Portable Ladders February 1999
A - location of roof access
Building 36 Roof Safety Assessment

Northern wing

Southern wing

Ladder to access hatch

Low headroom in plantroom

View from Building 67