Roof Safety Survey

GENERAL INFORMATION

CAMPUS: Wollongong Campus
BUILDING: Library (16)
DESCRIPTION: Original flat concrete roof surrounded by handrail and parapet. More recent extensions on the northern and eastern sides have a metal roof with anchor points but no parapet or handrails.

RISK ASSESSMENT #: UOW01585
ROOF ACCESS: Multiple access points from stairwells in building 16 & 17
1) Main Access via Stair 6
2) Secondary Access via Stair 5
3) Via Building 17 Access from adjoining roof
4) Awning Access via portable ladder on North west corner near cafe to connect to lifelines.

SIGNAGE: Danger - No Access to Roof without a Buildings and Grounds Roof Access UOW Permit to work; Caution - Trip Hazard. Perimeter awning has access.

COMPLIANCE PLATES: No compliance plates - 10 anchor points on eastern awning, two (2) on either end of the upper northern awning, six (6) on the lower northern awning and two (2) on the western awning, two (2) lower roof

MARKED SAFE AREAS: Within handrailed and marked painted areas

EXISTING SAFETY ITEMS:

Horizontal Lifelines Yes
Anchor Points Yes
Vertical Lifelines No

WORK ACTIVITY DETAILS:

Clean Gutters / Routine Mainten Yes
Service A/C Plant Yes
Cooling Tower Maintenance Yes

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

### Risk Assessment / Task Location

**BUILDING 16**

**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>What is the Activity/Service Item</th>
<th>What are the potential Hazards</th>
<th>What is the Risk Level</th>
<th>List any Control Measures already Implemented</th>
<th>Describe what can be done to eliminate risk or reduce the harm</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Access From Bldg 16 Stairwell</strong></td>
<td>Negligible risk</td>
<td>Negligible</td>
<td>Fire Stair Access</td>
<td>Negligible risk</td>
</tr>
<tr>
<td><strong>Access Concrete Roof within Handrail Area</strong></td>
<td>Trip Hazards on Roof Area from pipework, air-conditioning services, electrical trays and steps. Negligible risk of falling if worker stays within handrail</td>
<td>Medium</td>
<td>Caution when crossing services, small section of Stairs</td>
<td>Additional Signage and demarcation</td>
</tr>
<tr>
<td><strong>Access Color Bond Roof outside Handrail Area</strong></td>
<td>Trip Hazard &amp; Falling</td>
<td>High</td>
<td>Anchor Points</td>
<td>Harness to Anchor Points</td>
</tr>
<tr>
<td><strong>Access to plantroom Roof</strong></td>
<td>Falls from climbing. While on roof there is no protection from fall.</td>
<td>Medium</td>
<td>None</td>
<td>Ensure SWMS developed is followed by Contractors</td>
</tr>
<tr>
<td><strong>Access to Roof</strong></td>
<td>Unauthorised access</td>
<td>Medium</td>
<td>All access points to roof are locked and made secure so are not accessible by unauthorised persons; signage</td>
<td>Risk Assessment and Roof Safety Survey</td>
</tr>
<tr>
<td><strong>General - Working on Roof</strong></td>
<td>Leaves &amp; Branches, Contractors rubbish</td>
<td>Medium</td>
<td>Maintenance</td>
<td>Continuing Maintenance/cleaning</td>
</tr>
<tr>
<td><strong>Antenna Maintenance</strong></td>
<td>RF hazard</td>
<td>High</td>
<td>Refer to RF website: <a href="http://www.rfnsa.com.au/nsa/index.cgi">www.rfnsa.com.au/nsa/index.cgi</a></td>
<td>Adequate signage required and demarkation</td>
</tr>
<tr>
<td><strong>A/C Maintenance</strong></td>
<td>Refer to SWMS of contractor</td>
<td>Medium</td>
<td>Currently not near a roof edge</td>
<td>Ensure SWMS developed is followed by Contractors</td>
</tr>
<tr>
<td><strong>Cleaning of Drains on Concrete Roof</strong></td>
<td>Negligible risk</td>
<td>Low</td>
<td>Handrail Provided</td>
<td>Negligible risk</td>
</tr>
<tr>
<td><strong>Cleaning of Gutters on Concrete Roof</strong></td>
<td>Trip Hazard &amp; Falling</td>
<td>Medium</td>
<td>Anchor Points</td>
<td>Harness to Anchor Points</td>
</tr>
<tr>
<td><strong>Maintenance of Telco Towers</strong></td>
<td>Refer to SWMS of Telco</td>
<td>Medium</td>
<td>The Telco Contractors have their own controls</td>
<td>Telco Responsibility</td>
</tr>
<tr>
<td><strong>General</strong></td>
<td>Trip Hazard - Horizontal Lifeline or Anchor Points</td>
<td>Medium</td>
<td>Signage &amp; System is visible</td>
<td>Be aware of location of horizontal lifeline &amp; anchor points</td>
</tr>
<tr>
<td><strong>General</strong></td>
<td>Environmental Hazards - Spiders, Wasps, and other insects</td>
<td>Medium</td>
<td>Appropriate PPE and insect repellent and Pest control as required</td>
<td>On-going pest control measures</td>
</tr>
<tr>
<td><strong>General</strong></td>
<td>Weather Trips/Slips - Wet Roofs</td>
<td>Medium</td>
<td>No access to Colorbond roof in wet weather. If accessing concrete roof, be careful while walking over slippery services</td>
<td>No access to Colorbond roof in wet weather. Only access roof in rain when necessary. Be careful working around slippery services.</td>
</tr>
<tr>
<td><strong>General</strong></td>
<td>Weather - Hot Conditions</td>
<td>Medium</td>
<td>Thermal Comfort Guidelines</td>
<td>Use sun cream, hats and remain hydrated and take appropriate breaks</td>
</tr>
</tbody>
</table>
Reference Documentation

Legislation
NSW Work Health and Safety Regulation 2017 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 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
SafeWork NSW - Manage the risk of falls in the workplace
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
SALA - Fall Arrest and Height Safety Systems - Fall Protection Manual
WorkCover - Safe Working at Heights Guide 2006
MCF Fact Sheets - Working safely around Radiofrequency (RF) Transmitters

HRD-WHS-REF-445.4 2019 March
L - Location of ladder bracket
A - Location of Access to roof
■ - Location of anchor point
_________ Horizontal Lifeline

Campus Map
Looking East from main access point

Looking North from main access point on western side of building

Looking North onto balcony on northern side of building

Small Plantroom beside access stairs

Looking North onto balcony on western side of building

Pipework on roof
Position of anchor points on North west corner

Airconditioning unit on northern side of building

Cooling towers in centre of building and secondary access stairs

Library - Eastern balcony looking north

Ladder down to courtyard awning