

WORK ON ROOFS RISK ASSESSMENT CHECKLIST

Date: ___/___/_____

Building: _____

Type of Works: _____

Heights Trained Person: _____

Heights Training Card Number: _____

Department/Supervisor _____

(If Applicable)

Roofing Contractor: _____

Trade Contractor: _____

Company: _____

Heights Training Card Number _____

Name of Assessor: _____

Observer's name/s: _____

Hazard Identification	Y	N	N/A	Control Measures that may be applicable (if 'Y' apply control measures)	Action Recommended	Action Approved
Is the work to be carried out within 2 metres of the edge of the roof?				<ul style="list-style-type: none"> ● Bollard and rope system placed approx. 2m from roof edge as an alert mechanism 		
Is the working height at the perimeter of the roof 1.8 metres or more?				<ul style="list-style-type: none"> ● Guard rail system at the perimeter of the roof, or ● Perimeter scaffold to the eaves line with edge of protection to at least 900 mm above the roof. 		
Is the slope of the roof more than 25 degrees (regardless of the working height at the perimeter)?				<ul style="list-style-type: none"> ● Guard rail system is required to the perimeter of the roof, or erect a perimeter scaffold as above. 		
Is the surface condition below the roof, onto which a person may fall, additionally hazardous?				<ul style="list-style-type: none"> ● The area be cleared of hazards, or ● Erect a guard rail system to the perimeter of the roof. 		
Does the structure supporting the roof require modification to support safeguards?				<ul style="list-style-type: none"> ● Do NOT proceed until modification is complete. 		

NOTE: EMERGENCY & RESCUE PROCEDURES: Where an accident occurs which requires that an emergency rescue be attempted, the **Observer** is to immediately contact **EMERGENCY SERVICES** on **000** or **6207 8400** for assistance.

Safety horizontal life-line/rails and Fixed anchorages NOTE: Installations are inspected on a risk management basis.				<ul style="list-style-type: none"> ● On installations subject to inspection, check the inspection tag and confirm the date. If found out of date do not proceed. Report this to your immediate Supervisor 		
Is the slope of the roof more than 38 degrees (regardless of the working height at the perimeter)?				<ul style="list-style-type: none"> ● Work platform of 450 mm minimum width be installed in conjunction with the guard rail system, or ● Erect a perimeter scaffold to the eaves line with edge protection to at least 900 mm above the roof. 		
Does the roof require bracing?				<ul style="list-style-type: none"> ● Do NOT proceed until modifications are completed. 		
Are there fall through hazards on the roof eg. skylights, corroded roof, etc?				<ul style="list-style-type: none"> ● Safeguards are required, including fall arrest systems, to prevent or arrest falls through the roof. 		
Are the batten spacings in accordance to manufacturer/BCA specification? NOTE: Recommended batten spacing specification for sheets 0.42 mm thickness. <u>Corrugated</u> 1200 mm spacing and 900 mm closest to gutter edge. <u>Speed deck</u> 2100 mm spacing and 1700 mm closest to gutter edge				<ul style="list-style-type: none"> ● Safeguards are required, including fall arrest systems, to prevent or arrest falls through the roof. 		
Are the surfaces of materials on which work is to be performed: wet, slippery, glazed, fragile or brittle?				<ul style="list-style-type: none"> ● Edge protection or fall arrest systems is required by the code. 		
Is the access to and from the site unsuitable?				<ul style="list-style-type: none"> ● Provision of safe access. 		
Is the access to and from the roof unsuitable?				<ul style="list-style-type: none"> ● Provision of safe access. 		
Are there any electrical hazards within approximately 4 metres of the roof?				<ul style="list-style-type: none"> ● Power should be disconnected, insulated or otherwise made safe before proceeding. 		

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Are there persons who have not received appropriate induction training to carry out the work on the roof?				<ul style="list-style-type: none"> ● Provide appropriate induction training to carry out the work before proceeding. 		
Are there any manual handling issues?				<ul style="list-style-type: none"> ● Provide systems of work which comply with recommendations of the OHS (Manual Handling) Regulation. 		
Are there other persons/trades working at the site?				<ul style="list-style-type: none"> ● Clearly display hazard warning signs as appropriate, such as: <ul style="list-style-type: none"> - Persons working above, - nail gun in use, - elevator or hoist in use. 		
Are portable electric tools being used?				<ul style="list-style-type: none"> ● Ensure that they have been tested for electrical safety and are protected by a residual-current device safety switch before proceeding. 		
Are there persons who have not been supplied with the appropriate Personal Protective Equipment to do the work on the roof?				<ul style="list-style-type: none"> ● Supply with the appropriate PPE before proceeding. 		
Are there persons who have not been adequately trained and instructed in the use of any PPE that is required?				<ul style="list-style-type: none"> ● Train and instruct persons in the use of PPE. 		
Safe use of PPE/defect check				<ul style="list-style-type: none"> ● The user must undertake an external visual inspection of the device, anchorage line, and belt immediately before use. ● Report damaged/out of date equipment, Tag out/replace. 		
Are asbestos products being handled?				<ul style="list-style-type: none"> ● Ensure that all the necessary precautions have been taken before proceeding. 		
Is heat stress likely? (Air temperature above 30 °C and high radiant heat)				<ul style="list-style-type: none"> ● Carry out work in early morning, ● Provide sunhats, ● Cool drinking water and ● Limit time on roof. 		
Are airborne emissions from ventilation ducts likely to be hazardous?				<ul style="list-style-type: none"> ● Find out from local areas, which contaminants could be present and organise to restrict their release. 		

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Rescue provisions e.g. , Emergency response alert mechanism				● Recovery plan		
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Hierarchy of control

Hazard identification and risk assessment

Identify the hazards (e.g. a fall) and assess the likelihood and consequence of each hazard (e.g. injury or death).

Elimination

Eliminate the need to access the fall risk area, e.g. by locating or relocating items requiring inspection, maintenance or other attention, elsewhere.

Substitution

Provide alternative means of access to the point or item which access must be made, which avoids the risk of fall, e.g. walkways.

Isolation

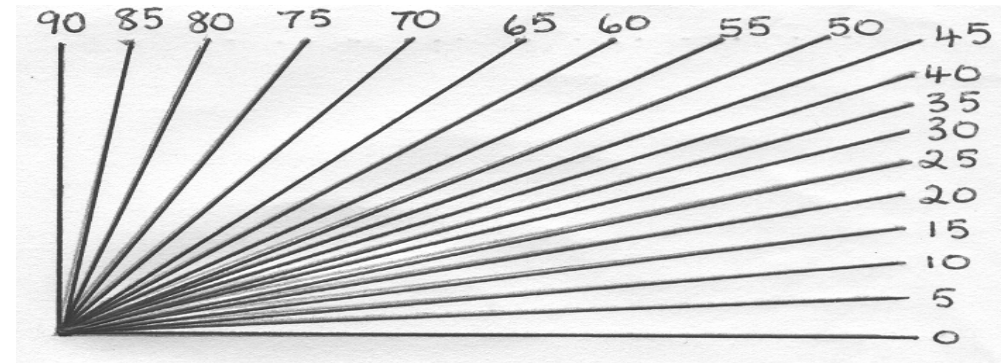
Barricade or enclose the fall risk so that it cannot be reached.

Fall Protection

Provide personal protective equipment that either prevents a fall or reduces the risk of severity of a fall or, in the event of a fall minimises the risk of injury.

Appropriate Emergency Response Resource

**6125 2249 ANU Security,
000 for Fire Brigade and Ambulance attendance,
6207 8400 Emergency Services,
6125 2193 OHS Unit, Budget Unit, Supervisor**



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