

**Building Details**

Building Name: Leske Building Building No: RW079	Date of Inspection: 10/04/2019	Inherent Risk  <b>Medium</b>
	Keys required: Plant Room	

**Roof Access Details**

There is external access to the roof from a fixed ladder in the plant area on the eastern end of the building. A key is required to access the plant area. However, method of access shall depend on the specific job being undertaken via a risk assessment process and a working at heights and/or roof access permit..

**Photos**



**Roof Details**

Roof Material: Spandec	No. of Roofs on Building: 2 – East end and western end
Pitch: Near Flat (<5°)	Roof Height (m): Approximately 5.5 metres
Gutter Details: External Gutter           X	Fragile Panels / areas: Sky Lights
Access: Walkways Platforms Fixed Ladders           X	Parapet Details (height, construction): 300mm in height
Description of Roof Plant: Manholes leading to plant roof space - 2 Skylights (west end) - 2 Atrium covered room - 1 Air conditioner units - various Antennae on east end - 1 Vent east end - 2 Exhaust fan east end - 1	

**Other Details:**  
Access to the roof space via the manholes requires a confined space entry permit.

**Risk Assessment**

	Hazard	Risk Indicator once Controls in place	Control
<b>Hazards</b>	Fall hazard; Sky Lights	Rare x Major Medium	Working at heights permit – Do not step on or near skylights. Work to be carried out on skylights must entail a detailed risk assessment and controls.
	Fall hazard; Fixed ladder	Rare x Major Medium	Always maintain 3 points of contact on ladders, Always face ladder when accessing.
	Fall hazard; Unprotected roof edges upper level roof	Rare x Severe Medium	Conduct risk assessment to include hazards as they exist on the day i.e. weather, tools and implement control measures to prevent falls including maintaining 3 points of contact.

4-01F01 Roof Inspection Check

			Do not carry out any tasks at an unguarded roof edge unless a fall prevention device is implemented in restraint method.
	<b>Slip &amp; trip hazard;</b> Walking on roof	Rare x Minor Low	Walk and do not run. Wear protective footwear. Uneven levels create trip hazards. Stop work if weather makes footing risky.
	<b>Environmental hazard;</b> Weather – Heat, rain, strong winds	Rare x Minor Low	Do not work in extreme weather conditions which will adversely affect workers
	<b>Confined Space Entry - Entry to man holes</b>	Rare x Severe Medium	Confined space entry permit is to be obtained with a suitable rescue plan provided as part of the permit process.

<b>Other Information</b>	<ol style="list-style-type: none"> <li>The method of access to rooftop shall depend on the specific job task being undertaken and risk assessment completed prior to commencement of work and included in Job Safety Analysis (JSA) or Safe Work Method Statement (SWMS) or Safe Work Procedure (SWP) and Safe Work Instruction (SWI);</li> <li>Access and work on roof top when weather is clear, dry and when winds do not create added risk;</li> <li>Footwear must comply with AS/NZS 2210 and appropriate to job task being undertaken;</li> <li>Sun protection policy and procedure is in place when working outdoors;</li> <li>Ensure that tools are secured on their person or a safe work method for bringing tools to and from the task has been determined prior to commencement of job; and</li> <li>Tools to be restrained to prevent falling.</li> </ol>
--------------------------	--

<b>Instructions</b>	<ol style="list-style-type: none"> <li>Roof Access Permit and a confined space entry permit where applicable to be obtained prior to roof access;</li> <li>Undertake roof access in accordance with the University of Adelaide Roof Safety instructions;</li> <li>Risk assessment is limited to identifying hazards when accessing roof;</li> <li>Hazards listed above are current at time of inspection;</li> <li>It is responsibility of person accessing roof to conduct a formal risk assessment prior to commencing work; and</li> <li>University of Adelaide conduct roof access inspections regularly to ensure legislative compliance.</li> </ol>
---------------------	---

LIKELIHOOD TABLE		CONSEQUENCES TABLE	
Category	Description	Category	Description
Almost certain	There is an expectation that an event/incident will occur.	Severe	Injury resulting in death, permanent incapacity
Likely	There is an expectation that an event/incident <b>could</b> occur but not certain to occur.	Major	Injury requiring extensive medical treatment, hospitalisation, or activities could result in a Notifiable occurrence.
Slight	This expectation lies somewhere in the midpoint between "could" and "improbable"	Moderate	Injury requires formal medical treatment (hospital outpatient/doctors visit etc), activities could result in an
Unlikely	There is an expectation that an event/incident is doubtful or <b>improbable</b> to occur	Minor	Injury requires first aid
Rare	there is no expectation that the event/incident will occur	Negligible	Injury requires minor first aid (e.g. band aid), or result in short term discomfort (e.g. bruise, headache, muscular

RISK RATING					
Likelihood	Consequences				
	Negligible	Minor	Moderate	Major	Severe
Almost Certain	Medium	High	Very High	Very High	Very High
Likely	Medium	Medium	High	Very High	Very High
Slight	Low	Medium	High	High	Very High
Unlikely	Low	Low	Medium	Medium	High
Rare	Low	Low	Low	Medium	Medium