

Building Details

Building Name: Jordan Building Building No: NT23	Date of Inspection: 07/06/2023	Inherent Risk
	Keys required: Roof access	Medium

Roof Access Details

- Right of Access Permit is only for visual inspection and a different permit is required before commencing any work on the roof.
- Handrails are not a fall arrest system unless part of a submitted SWMS.
- A Lock Out/Tag Out procedure has been implemented for Fume Cupboards

There is internal access via Level 3. Enter though the unisex toilet (room 302) and access via the locked door.

From Level 5, take the stairs to Level 6 and enter through a locked door, which leads to the roof.

From Level 6, go to the top of the stairs and enter through a locked hatch. A fixed ladder leads to the roof.



Level 3 roof



Level 5



Level 6 Hatch



Fixed Ladder access level 6

There are three roof areas on this building:

- Work is not to be undertaken in close proximity to fume cupboard exhaust stacks. Contact laboratory manager(s) to confirm risk from exhaust prior to working near stacks.

No access to areas without walkways unless a safe system of work is in place to ensure the risk of a fall has been minimised (2012 SA WHS Regulations Part 4), this could include using industrial fall arrest harness attached to the static lines or anchor points if available.

Roof Details

Roof Material: Membrane	No. of Roofs on Building: Three (3)
Pitch: Near Flat <5	Roof Height (m): 3 Storeys High
Gutter Details: Box Gutter Drains <input checked="" type="checkbox"/>	Fragile Panels / areas: Nil
Fixed Ladders <input checked="" type="checkbox"/>	Parapet Details (height, construction):
Description of Roof Plant: Roof 3: Antenna Roof 2: Range of plant (fume cupboard exhaust stacks and air conditioners)	Number: 1 Various
Other Details: Lift motor room access stair on Eastern End.	

RISK ASSESSMENT

	Hazard	Risk Indicator once Controls in place	Control
Hazards	Unprotected roof edges and height of roofs – Fall Hazard	Rare x Severe Medium	No access to roofs without a permit to work and a documented safe system of work.
	Walking on roof - slips, trips and collision with plant	Rare x Moderate Low	Wear safety boots and long trousers.
	Weather – Heat, rain, strong winds – Heat exhaustion, dehydration, sunburn, colds, fall hazard	Rare x Minor Low	Do not commence works in extreme weather conditions which will adversely affect workers.
	Working alone	Slight x Major High	A system needs to be in place to ensure lone worker's welfare.
	Dropped objects.	Rare x Severe Medium	Tool lanyards. Do not lean over roof edges.
	Airbourne hazardous chemicals (Venting or Flumes)	Rare x Moderate Low	Check with Building Owner and/or Laboratory Manager and undertake a risk assessment. Contact FM for details
Other Information	<ol style="list-style-type: none"> 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); Access and work on roof top when weather is clear, dry and no high winds; Footwear must be toe steel capped and comply with AS/NZS 2210 for type 1 safety footwear; Sun protection policy and procedure is in place when working outdoors; Tools to be carried in tool belt; and Plant and equipment must be well maintained and serviced regularly. 		
Instructions	<ol style="list-style-type: none"> Undertake roof access in accordance with the University of Adelaide Infrastructure Management Sub-System Roof Access Permit to be obtained prior to roof access; Venting or Fumes - airborne hazardous chemicals: check with Building Owner, Laboratory Manager and/or the Maintenance Service Centre and undertake a risk assessment; 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 Do not carry out any tasks within on an unguarded roof edge or fall hazard, unless a safe system of work is in place to ensure the risk of a fall has been minimised. 		

LIKELIHOOD TABLE	
Category	Description
Almost certain	There is an expectation that an event/incident will occur.
Likely	There is an expectation that an event/incident could occur but not certain to occur.
Slight	This expectation lies somewhere in the midpoint between "could" and "improbable"
Unlikely	There is an expectation that an event/incident is doubtful or improbable to occur
Rare	there is no expectation that the event/incident will occur

CONSEQUENCES TABLE	
Category	Description
Severe	Injury resulting in death, permanent incapacity
Major	Injury requiring extensive medical treatment, hospitalisation, or activities could result in a Notifiable occurrence.
Moderate	Injury requires formal medical treatment (hospital outpatient/doctors visit etc), activities could result in an Improvement Notice.
Minor	Injury requires first aid
Negligible	Injury requires minor first aid (e.g. band aid), or result in short term discomfort (e.g. bruise, headache, muscular aches, etc)

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

Infrastructure HSW Management Sub-System

Roof Inspection Check



Rare	Low	Low	Low	Medium	Medium
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