

# Infrastructure HSW Management Sub-System

## Roof Inspection Check

### Building Details

<b>Building Name:</b> Williams Building <b>Building No:</b> RW166	<b>Date of Inspection:</b> 9/08/2023  <b>Keys required:</b> Plant Room	<b>Inherent Risk</b>  <span style="background-color: #00B050; color: white; padding: 5px; font-weight: bold;">Medium</span>
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### Roof Access Details

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

There is internal access to the roof is through the plant room G34 on the ground floor (a key is required). A fixed ladder in the plant room leads to a hatch in the roof.

Western upper roof (fume extraction units) and far eastern roof has no walkways.



Access ladder



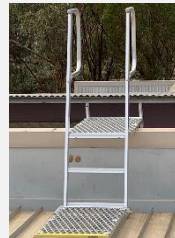
Access hatch



Access hatch



Lower roof



Ladder east side

**No access** 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 Space

There is internal access to roof space through the plant room (G34) platform. Roof space is approximately 450mm on both eastern and western side.



Plant room platform



Roof space

**No access** 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

<b>Roof Material:</b> Spandec	<b>No. of Roofs on Building:</b> 2 (upper and lower)
<b>Pitch:</b> Near Flat (<5°)	<b>Roof Height (m):</b> Approximately 5 metres
<b>Gutter Details:</b> External Gutter           X Box Gutter                 X	<b>Fragile Panels / areas:</b> Nil
<b>Access:</b> Walkways                 X Fixed Ladders            X	<b>Parapet Details (height, construction):</b> 700mm in height

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<b>Description of Roof Plant:</b> Air conditioners 8 Fume vents 5 Exhaust fan 1 Extractor fan 1 Tv Antenna 1 HWS 1
<b>Other Details:</b> Potential for exposure to fumes – Liaise with Faculty Technical Manager to arrange appropriate timing for access.

### RISK ASSESSMENT

	Hazard	Risk Indicator once Controls in place	Control
Hazards	Airbourne hazardous chemicals (Venting or Flumes)	Rare x Major Medium	Check with Building Owner and/or Laboratory Manager and undertake a risk assessment. Contact FM for details
	Unprotected roof edges – Fall hazard	Rare x Severe Medium	No access to terracotta roofs without a permit to work and a documented safe system of work.
	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 to ensure lone worker's welfare needs to be in place.
	Slips and trips	Rare x Minor Low	Wear safety boots and long trousers.
	Other Information	1. 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); 2. Access and work on roof top when weather is clear, dry and when winds do not create added risk; 3. Footwear must comply with AS/NZS 2210 and appropriate to job task being undertaken; 4. Sun protection policy and procedure is in place when working outdoors; 5. 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 6. Tools to be restrained to prevent falling.	
Instructions	1. Undertake roof access in accordance with the University of Adelaide Infrastructure Management Sub-System 2. Roof Access Permit to be obtained prior to roof access; 3. Venting or Fumes - airborne hazardous chemicals: check with Building Owner, Laboratory Manager and/or the Maintenance Service Centre and undertake a risk assessment; 4. 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 5. 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 <b>could occur</b> 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 <b>improbable</b> to 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 <b>Notifiable occurrence</b> .
Moderate	Injury requires formal medical treatment (hospital outpatient/doctors visit etc), activities could result in an <b>Improvement Notice</b> .
Minor	Injury requires first aid

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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 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
Rare	Low	Low	Low	Medium	Medium