

Building Details		
Building Name: Waite Building Building No: WT74	Date of Inspection: 16/08/2023	Risk
	Keys required Roof Access and Plant Room	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.

Take the central staircase to the second floor. Enter through Biometry Hub (offices) turn left and at back of room eastern side exit through door 202a.

Note

There is no internal access to the external terracotta roof.



Entrance door



Walkway



Plant



Plant & walkway

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 Space

Waite Building has three separate roof space areas (central northern, central southern and central upper).

Central Northern

To access central northern roof space, climb the central staircase to the second floor. Enter through door on far right of the door marked Biometry Hub, light is on right hand side. To access northern roof space, follow walkway.



Entrance door



Northern area



Central area

Warning	This process is uncontrolled when printed. The current version is available on the I&TS Website.	Effective	August 2023	Version:	3.0
Authorised	Director, Capital Projects & Facilities Management Infrastructure Branch Division of University	Review	August 2026	Page: 1 of 3	
Filepath	S:\Services_Resources\Infrastructure\Shared\HSW01. Hazard Management\01 Roof Access\01 Risk Assessments\Waite\2023\Waite Building\WT74 16-08-23 Waite				

Roof Inspection Check

Central Southern

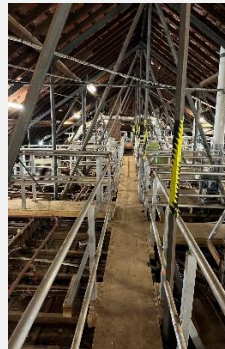
To access central southern roof space, enter through the door marked Biometry Hub (offices) turn left and then right (door is located within office), light is on left hand side. To access southern roof space, follow walkway.



Entrance door



Central roof space



Southern roof space

Central Upper

To access central northern roof space, climb the central staircase to the second floor. Directly above you there is a roof hatch with a fixed ladder. Open roof hatch with roof hook (kept in northern area roof space on left hand side of door as you enter). Ascend ladder (light cord on right side) as you climb the ladder).



Roof space



Roof hatch

Roof Details

Roof Material: Terracotta tiles and iron		No. of Roofs on Building: Multiple South wing, North wing, East wing and central.	
Pitch: < 15° <input checked="" type="checkbox"/> 15° to 30 <input checked="" type="checkbox"/>		Roof Height (m): 10m	
Gutter Details: External Gutter <input checked="" type="checkbox"/>		Fragile Panels / areas: Skylight on terracotta roof – North wing facing south	
Walkways <input checked="" type="checkbox"/> East wing. Platforms <input checked="" type="checkbox"/> East wing.		Parapet Details (height, construction): Nil. Limited guard railing around plant.	
Description of Roof Plant: Multiple air conditioning and fume exhaust systems.		Number: Multiple.	
Other Details:			

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.
	Airbourne hazardous chemicals (Venting or Flumes)	Rare x Severe Medium	Check with Building Owner and/or Laboratory Manager and undertake a risk assessment. Contact FM for details
	Slip/trip hazards on plant platforms and walkways.	Rare x Moderate Low	No running. Wear long sleeve trousers and safety footwear.
	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	Rare x Moderate Low	A system needs to be in place to ensure lone worker's welfare.
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
Rare	Low	Low	Low	Medium	Medium