

Building Details		
Building Name: Lower Napier Building No: NT 33	Date of Inspection: 21/09/2023	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.
- If using a harness attached to an anchor point/static line all workers must have current Working at Heights training and anchor points/static lines must have been certified in the last 12 months.

There is internal access from Level 2 of the Napier Building. Entry is from corridor at the western end. Access to the roof is through the locked glass doors adjacent to fire safety door on level 2.



Access door Courtyard Eastern plant Western plant

No access to roof 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: One (1)
Pitch: Near flat <15°		Roof Height (m): Two storeys high
Gutter Details: Box Gutter <input checked="" type="checkbox"/>		Fragile Panels / areas: Unstable floor within open plant area.
Other: Walkways N/A Platforms N/A Fixed Ladders N/A Other: Nil		Parapet Details (height, construction): N/A
Description of Roof Plant: Air conditioners Locked plant area		Number: Various Various
Other Details: Anchor points installed.		

RISK ASSESSMENT

Hazards	Hazard	Risk Indicator once Controls in place	Control
	Unprotected roof edges and height of roofs – Fall hazard.	Rare x Severe Medium	Do not carry out any tasks at an unguarded roof edge, unless a safe system of work for prevention of falls is implemented.
	Unstable floor area in open plant area – Tripping hazard	Rare x Minor Low	Do not walk on unstable area Plan path of travel prior to commencing work

Infrastructure HSW Management Sub-System

Roof Inspection Check



	Walking on roof – Fall and slip hazard	Rare x Minor Low	Take care when traversing. Walk and do not run. Wear protective footwear (refer below). Implement a safe system of work for prevention of falls prior to commencing works.
	Weather – Heat, rain, strong winds – Heat exhaustion, dehydration, sunburn, colds, fall hazard	Rare x Moderate Low	Do not commence works in extreme weather conditions which will adversely affect workers. Avoid working alone. Communication protocol.
	Working alone	Slight x Major High	A system to ensure lone worker's welfare, needs to be in place.
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; 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		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 could 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 Improvement Notice.
Unlikely	There is an expectation that an event/incident is doubtful or improbable 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 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