

### Building Details

**Building Name:** Wine Innovation East  
**Building No:** WT78

**Date of Inspection:**  
23/08/2023

**Risk**

**Keys Required:**  
Roof access and Plant room

**Medium**

### Roof Access Details

#### THIS ROOF IS NOT TO BE ACCESSED UNTIL TELECOMMUNICATION TOWERS HAVE BEEN TURNED OFF

- 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.

Enter building through main entrance and turn left at first corridor. Before entering room 103 (staff kitchen) above is a roof hatch with a ladder (roof hook located in room 103), light is directly below roof hatch.

Climb ladder to platform and on left hand side is a padlocked small door, open lock (roof access key) and exit through door to roof.



Hatch outside RM 103



Platform



Roof access



South west roof

**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

There are two roof spaces (northern and southern). To access southern roof space, see above. To access northern roof space, enter through main entrance, turn right and enter room 112. Directly above you on the right is a roof hatch with an inbuilt ladder.



Roof hatch room 112

### Roof Details

**Roof Material:**  
Iron

**No. of Roofs on Building:**  
Four

## Roof Inspection Check

<b>Pitch:</b> < 15° <input checked="" type="checkbox"/> near flat 5°	<b>Roof Height (m):</b> Main: 13m Risen plant: 16
<b>Gutter Details:</b> Box Gutter <input checked="" type="checkbox"/>	<b>Fragile Panels / areas:</b>
Walkways <input checked="" type="checkbox"/> Platforms <input checked="" type="checkbox"/> Plant Platforms Fixed Ladders <input checked="" type="checkbox"/> Inside plant room <b>Other:</b>	<b>Parapet Details (height, construction):</b> 1-1.5m
<b>Description of Roof Plant:</b> Solar Panels Telecommunication tower	<b>Number:</b>
<b>Other Details:</b> Anchor Points Static lines	

### RISK ASSESSMENT

	Hazard	Risk Indicator once Controls in place	Controls
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.
	Electro-Magnetic Energy – Telecommunication Towers	Rare x Severe Medium	Prior to commencing work or accessing external roof you must obtain a general permission to work and towers must be turned off.
	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	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 no high winds; 3. Footwear must be toe steel capped and comply with AS/NZS 2210 for type 1 safety footwear; 4. Sun protection policy and procedure is in place when working outdoors; 5. Tools to be carried in tool belt; and 6. Plant and equipment must be well maintained and serviced regularly.		
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. 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 4. 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.

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.

# Infrastructure HSW Management Sub-System

## Roof Inspection Check

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 <b>improbable to occur</b>	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

