



Flat Roof Pre-access Hazard Identification Report

01.003 WARWICK BUSINESS SCHOOL

Date undertaken: 3rd December 2019

Prepared for

University of Warwick,
Coventry,
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On behalf of University of Warwick
Estates

Executive Summary

Building 01.003 Warwick Business School (WBS), Central Campus

Key Hazards

- Slips, trips and falls around the site. The walkways are very well laid out, including gantries over plant. However, should the need arise to venture off the access pathway, the ballast loose stone may be unstable under foot and the proximity of other plant may present awkward obstacles to work around.
- High winds and gusts; your permit may be cancelled if winds are below the UoW action level but, this must be adequately risk assessed by you for your own purposes.
- Falls from height; whilst there is edge protection in place, consideration should be given to the potential for falls from height in terms of operatives, materials and tools, especially in high winds.
- Falls and trips onto PV Panels and other plant.
- Access to the roof in places is restricted and narrow so adequate consideration must be made for tools, equipment and materials to be moved to the roof internally or externally.

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VERSION	DATE	DESCRIPTION	CREATED BY	REVIEWED BY
1.0	02/11/2018	First Issue	SEA	ME

1. BRIEF

This report is provided as a record of our inspection of access routes and identification of hazards in accessing and being on the flat roof sections of the WBS, Building Number 01.003. Risk assessments for access to the work area and the work to be undertaken are the responsibility of those undertaking the work. This report is not a risk assessment, it is intended to provide a helpful guide to access and identify known hazards associated with accessing and attendance on the roof. The list of hazards is not exhaustive and is not a substitute for anyone undertaking their own assessment. Contractors are expected to have met all other requirements of the University in working on Campus (read and signed the Code of Conduct, watched the University Code of Conduct video, received local induction etc) under separate cover.

2. DATE OF INSPECTION

3rd December 2019

3. ACCESS

3.1 A roof access permit will need to be requested with suitable RAMS at least 72 hours before it is required for any planned work. If approved, the permit is issued to the permit requester via email, usually the day before it is required. If a roof access card is required, the Permit Office issues instructions to the permit requester to say how this should be collected. Contractors should sign in on site as agreed with their Contract Supervisor. For this roof you will require a permit and a Salto fob.

3.2 When you reach the WBS, you will need to approach from the West side and access the building through the front doors. There is no reception to sign in at in this building.

3.3 Proceed up the stairs to first floor (a lift is available if you need it). Once at the top of the stairs there are two options for access to the roof and are the same on the North and South sides. Follow the central curved wall around to the left or right and you will find a Salto controlled single leaf door (see images). Swipe the Salto fob and access through the door.

3.4 Once through the initial door ensure the door is closed and locked behind you. There is a galvanised steel staircase, proceed up that stair to the roof top level internal staging area.

4. PARKING

Parking is very limited on campus. The nearest car park is Physics which is payable. Specialist contractor parking may be pre-booked with your University Contact/Project Manager if you are eligible.

5. WELFARE

5.1 Access to the welfare facilities in WBS are available for your use. Other University buildings are prohibited.

5.2 There are various shops & coffee shops near by the site for food and drink.

5.3 There must be at least one first aider on site at all times which should be organised by the Competent Person. Lone working on roofs is prohibited.

5.4 There must be an adequate provision of first aid kits provided by the Competent Person.

5.5 Waste must be collected and disposed of appropriately by the Competent Person. If the Competent Person is an external contractor, they should remove any waste from the site and dispose of it according to their company policy. University employees should remove any waste or redundant equipment from the roof area and dispose of it according to University policy and guidance.

6. SEASONAL INFORMATION

6.1 The site is in its best condition from May to September in which it is typically mostly dry.

6.2 It must be taken into consideration by the user that in wet or freezing conditions throughout the year the ground may present an additional risk of slips, trips, and falls.

6.3 In the autumn and winter months, it will be dark at the extremes of the working day and low light conditions may occur throughout the day. The Competent Person will need to assess if temporary lighting may be required.

6.4 Operatives should wear appropriate clothing for the weather conditions and in spring, summer and early autumn operatives should ensure to protect against UV skin damage.

7. GENERAL HAZARDS

7.1 Slips, trips, and falls around the site. The walkways are very well laid out, including gantries over plant. However, should the need arise to venture off the access pathway, the ballast loose stone may be unstable under foot and the proximity of other plant may present awkward obstacles to work around.

7.2 High winds and gusts: your permit may be cancelled if winds are forecast to be above the UoW action level at the time of the permit, but you must always adequately risk assess weather hazards for your own purposes.

7.3 Falls from height: Whilst there is edge protection in place, consideration should be given to the potential for falls from height in terms of operatives, materials and tools, especially in high winds.

8. OVERHEAD CABLES

8.1. There are no overhead cables on site.

9. SITE SPECIFIC HAZARDS

9.1. Falls and trips onto PV Panels and other plant. Under no circumstance should the PV panels be stood upon.

9.2. Access to the roof in places is restricted and narrow so adequate consideration must be made for tools equipment and materials to be moved to the roof internally or externally.

10. APPENDIX A: SITE PICTURES



