



## **Flat Roof Pre-access Hazard Identification Report**

### **01.014 BENEFACTORS**

Date undertaken 3<sup>rd</sup> December 2019

Prepared for

University of Warwick,  
Coventry,  
CV4 7AL

Prepared by

Samual Archer BSc. (Hons.) MSc.  
MRICS

On behalf of University of Warwick  
Estates

## Executive Summary

Building 01.014 Benefactors, 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 above the UoW action level but you must always adequately risk assess weather hazards 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, skylights, 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.

**CONTENTS**

<b>1. BRIEF</b>	<b>4</b>
<b>2. DATE OF INSPECTION</b>	<b>4</b>
<b>3. ACCESS</b>	<b>4</b>
<b>4. PARKING</b>	<b>4</b>
<b>5. WELFARE</b>	<b>5</b>
<b>6. SEASONAL INFORMATION</b>	<b>5</b>
<b>7. GENERAL HAZARDS</b>	<b>5</b>
<b>8. OVERHEAD CABLES</b>	<b>6</b>
<b>9. SITE SPECIFIC HAZARDS</b>	<b>6</b>
<b>10. APPENDIX A: SITE PICTURES</b>	<b>7</b>
<b>11. CAMPUS ORIENTATION</b>	<b>9</b>

VERSION	DATE	DESCRIPTION	CREATED BY	REVIEWED BY
1.0	03/12/2019	First Issue	SA	

## 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 Benefactors, Building Number 01.014. Site specific 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 comply with current Health and Safety Legislation and 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

3<sup>rd</sup> 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, a Salto fob and a euro cylinder key for access through the first-floor internal door (Salto) and the roof level external door (euro cylinder) to the roof.

3.2 When you reach Benefactors, you will need to approach from the main entrance on the Northwest side and access the building through the main front doors. There is no reception to sign in at in this building.

3.3 When you have entered the building turn right and then immediately left. You will go through some double doors. Follow the corridor to the stairwell. Go up to the second floor and find the door that is pictured (2.PR2). Proceed up steel staircase. Once at the top you will see a double door with a Salto barrel lock. Swipe your card and unlock the door this will lead out onto the roof. Please make sure the door is secure whilst you are on the roof.

3.4 When leaving the roof area you will need to resecure this door by showing your Salto card again and turning the barrel to lock the door. Please be aware this will not lock automatically. Please make sure the roof door is left secure and locked.

## 4. PARKING

Parking is very limited on campus. The nearest car parks are 8 and 8a which are 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 Benefactors 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 and roofs 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 this site.

## **9. SITE SPECIFIC HAZARDS**

9.1. Falls and trips onto PV Panels and other plant. Under no circumstance should the PV panels or skylights 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



Second floor access door.



Steel staircase



Roof access door with Salto barrel



Roof area



## 11. CAMPUS ORIENTATION

| Red Triangle = Parking | Red Circle = Benefactors

