Flat Roof Pre-access Hazard Identification Report

01.028 SCIENCE BLOCK B

Date undertaken 31st January 2024

Prepared for

University of Warwick,
Coventry,
CV4 7AL

Prepared by

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Executive Summary

01.028 Science Block B, Central Campus

Key Hazards

- **Noxious Gasses –** Before proceeding onto this roof, authorisation and prior arrangement must be made via the 'Deputy Technical Services Facilities Manager, Chemistry' as there are flues that have the potential to vent fumes hazardous to health. The prior arrangement will ensure these are 'switched off' during your time on the roof.

- Fixed vertical ladder to access the upper roof.

- Slips, trips and falls around the site. There are no set out walkways for this roof, it is open plan. The roof flooring comprises slabs and there are areas where slabs are raised above the floor level so present a trip hazard.

- Navigating the roof can be difficult as there is a large quantity of plant and equipment here and this creates narrow spaces to move through. Care should be taken when traversing across the roof, especially when handling tools, equipment and materials.

- 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 cable trays and other plant. Under no circumstance should any plant, be stood upon.

- Some of the edge protection supports along with weights are within the walkways, care should be taken to avoid these as, whilst integral for the edge protection, they present a trip hazard.

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1.0	31/01/2024	First Issue	PM	JC

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 Building No. 01.028, Science Block B. 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

31st January 2024

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 roof access card and a general access Salto card.

3.2 Before proceeding onto this roof, authorisation and prior arrangement must be made via the 'Deputy Technical Services Facilities Manager, Chemistry'. **Please check in with them onsite before going onto the roof.**

3.3 *Higher roof* Enter the building via the 'Chemistry' entrance off Library Road, turn left and proceed up the main stairwell to the 6th floor.

3.4 Exit the stairwell onto the 6th floor by using your general access Salto card and enter the kitchenette.

3.5 Proceed through the door on your left (again using your Salto card) into the small office and proceed straight ahead to the roof access door, where you will need your roof access card.

3.6 Once out on the roof ensure the door is closed securely behind you and proceed up the vertical ladders on your left.

3.7 *Lower roof* follow steps 3.1-3.2. Exit the stairwell on the 5th floor and proceed towards the door adjacent to the lifts that leads to the 'Study Space'.

3.8 Enter into the 'Study space' corridor and proceed straight and through the door at the end of the corridor. Using your Salto roof access card, proceed out the 2nd door onto the roof. Please ensure this door is closed securely at all times.

4. PARKING

Parking is very limited on campus. The nearest car park is **Car park 8 and 8a** 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 Science Block B are available for your use.

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. There are uneven and missing slabs from the roof causing trip hazards. Numerous cable trays across the roof at floor level

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 partial edge protection is 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/PIPEWORK

8.1. There are numerous ventilation ducts, pipework, and cables at head height. Care should be taken when traversing the roof.

9. SITE SPECIFIC HAZARDS

9.1 Noxious Gasses – Before proceeding onto this roof, authorisation and prior arrangement must be made via the **'**Deputy Technical Services Facilities Manager, Chemistry' as there are flues that have the potential to vent fumes hazardous to health. The prior arrangement will ensure these are 'switched off' during your time on the roof. **Please check in with them onsite before going onto the roof.**

9.2 Fixed vertical ladder to access the upper roof.

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9.4 Navigating the roof can be difficult as there is a large quantity of plant and equipment here and this creates narrow spaces to move through. Care should be taken when traversing across the roof, especially when handling tools, equipment and materials.

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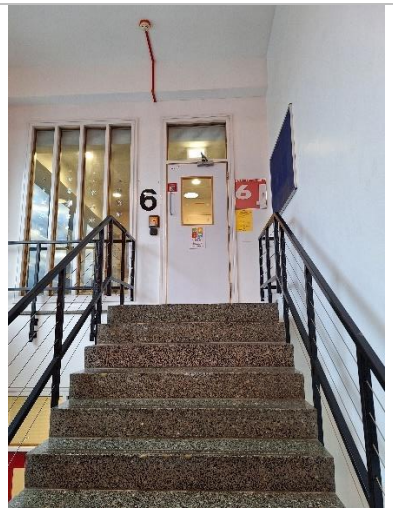
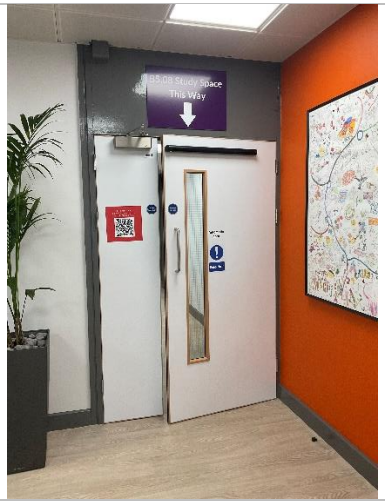
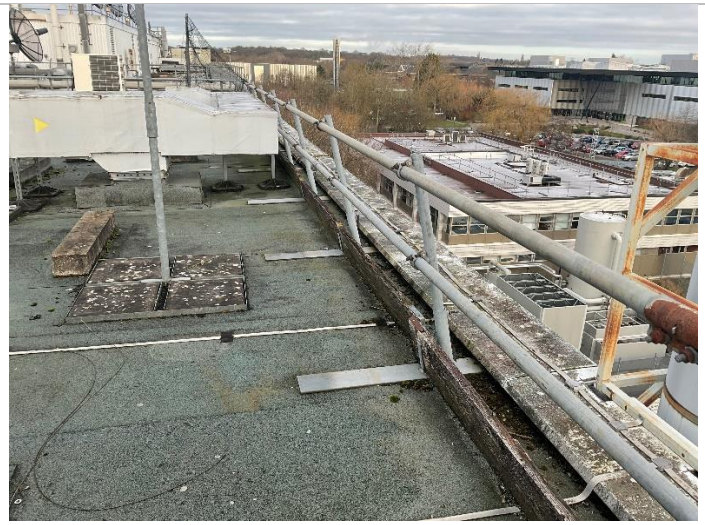
Appendix A: Site pictures

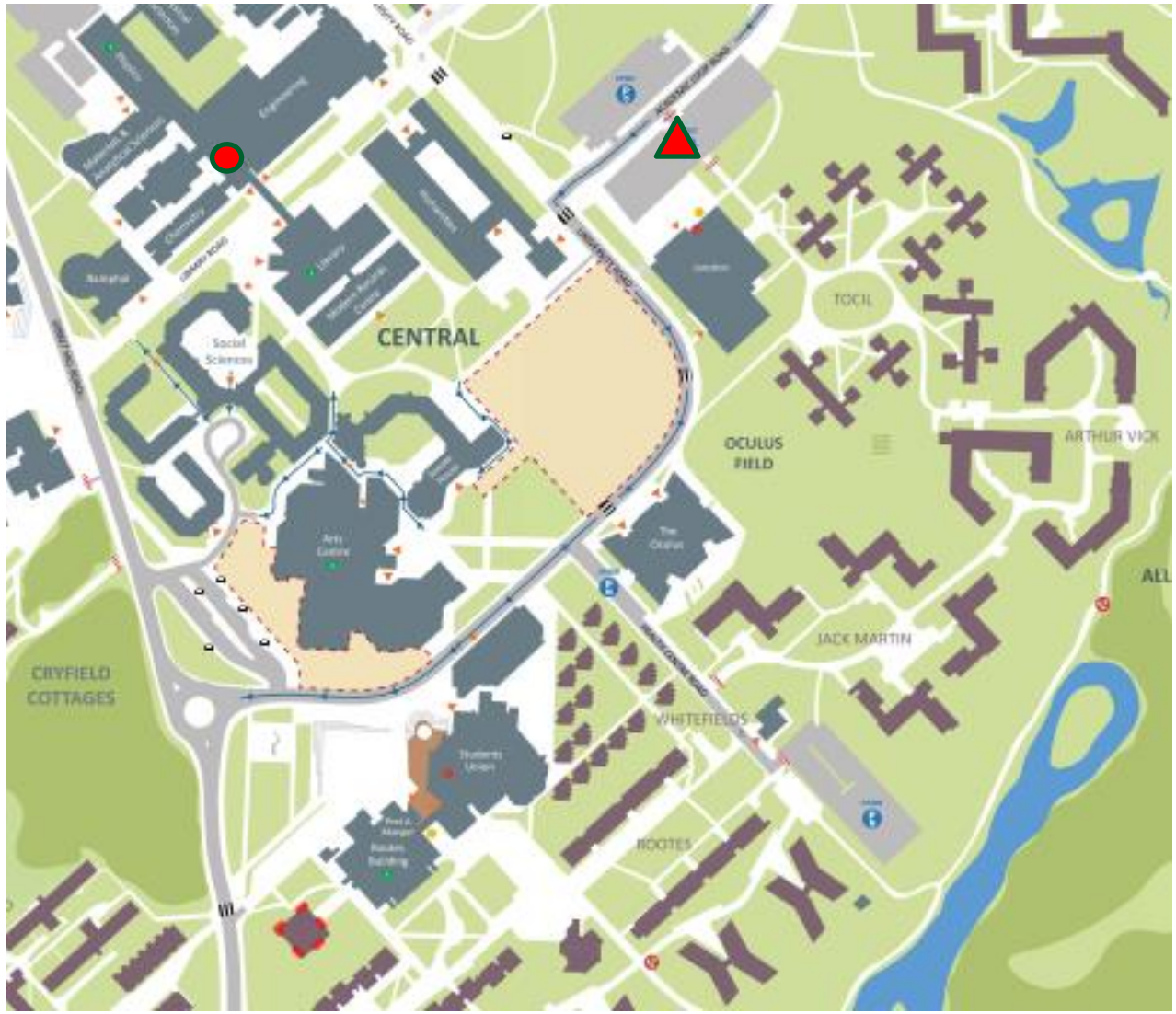
	
Chemistry entrance off Library Road	6th floor stairwell with Salto lock
6th floor kitchenette office door with Salto lock	6th floor roof access door through office with Salto lock

	
5th floor stairwell entrance to **lower roof**	5th floor lift lobby study space entrance
5th floor study space corridor door leading out to roof	Lower roof access door with Salto lock (External)

Roof overview ventilation pipework and slabs causing trip hazard **Lower roof**	Cable trays, pipework and slabs at low level
	
Typical edge protection round entire roof	Typical plant and equipment in close proximity to access door.

Chemistry flue with stabiliser wires	Slabs, ductwork, cable trays and low level pipework
Narrow passageways between plant and equipment	Floor level pipework and trailing cables

Vertical ladder to **Upper roof**	Upper roof overview with step up
Upper roof chemistry flues and plant	Chemistry ventilation ductwork

10. CAMPUS ORIENTATION

I Red Triangle = Parking **I** Red Circle = 01.028 Science Block B