



## Flat Roof Pre-access Hazard Identification Report

### 01.048 HUMANITIES EXTENSION

Date undertaken 4<sup>th</sup> December 2023

Prepared for

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Coventry,  
CV4 7AL

Prepared by

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On behalf of University of Warwick  
Estates

## Executive Summary

01.048 Humanities Extension, Central Campus

### Key Hazards

- Slips, trips and falls around the site. There are no set out walkways for this roof, it is open plan. The roof flooring comprises of slabs and there are gantries available for traversing over plant in certain areas.
- 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.
- Access to the roof in places is restricted and narrow due to several plant assets, adequate consideration must be made for tools, equipment, and materials to be moved to the roof internally or externally.
- Falls and trips onto PV Panels, skylights, cable trays and other plant. Under no circumstance should the PV panels or skylights be stood upon.

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| VERSION | DATE       | DESCRIPTION | CREATED BY | REVIEWED BY |
|---------|------------|-------------|------------|-------------|
| 1.0     | 04/12/2023 | First Issue | PM/SA      | JC          |
|         |            |             |            |             |
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|         |            |             |            |             |

## 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 Humanities Extension, building No. 01.048. 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

4<sup>th</sup> December 2023

## 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 roof access card.

**3.2** Enter the building via the Library Road entrance and proceed left to the ground floor lift lobby.

**3.3** Enter the lift and proceed to the 2<sup>nd</sup> floor.

**3.4** Exit the lift and turn left then right down the corridor. Continue down this corridor until you cross a bridge in the glass atrium and proceed through the auto door.

**3.5** Walk round the corridor until you reach the rear stairwell entrance door which is next to room no. 252 and proceed up these stairs to the top.

**3.6** Once at the top of the stairs, enter the door on your left and walk to the door on the opposite side of the office. Once through this door you will see the plant room door with a SALTO lock.

**3.7** Enter the plant room and use the vertical ladders to access the roof hatch using your SALTO fob once again for the padlock.

**3.8** At all times, please ensure all SALTO enabled doors are closed firmly behind you when entering and exiting and when you leave site.

## **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 Humanities Extension 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. 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.** No overhead pipework or cables on this site.

## 9. SITE SPECIFIC HAZARDS

**9.1.** Slips, trips and falls around the site. There are no set out walkways for this roof, it is open plan. The roof flooring comprises of slabs and there are gantries available for traversing over plant in certain areas.

**9.2** 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.

**9.3** 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.

**9.4** Access to the roof in places is restricted and narrow due to several plant assets, adequate consideration must be made for tools, equipment, and materials to be moved to the roof internally or externally.

**9.5** Falls and trips onto PV Panels, skylights, cable trays and other plant. Under no circumstance should the PV panels or skylights be stood upon.

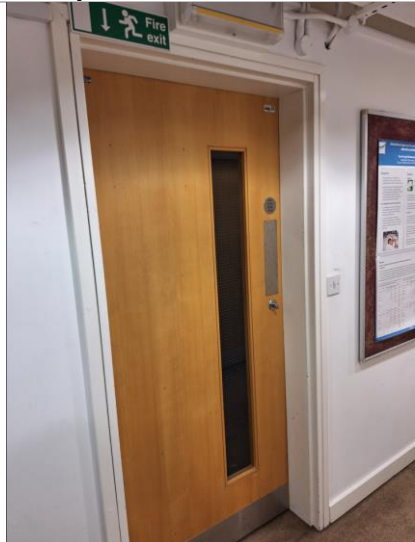
**Appendix A: Site pictures**



Library Road Humanities entrance



Humanities lift lobby



Rear stairwell entry



Plant room door (SALTO)



Roof access ladder



SALTO padlock on roof hatch



Humanities Extension roof plant



## 10.CAMPUS ORIENTATION

I Red Triangle = Parking I Red Circle = Humanities Extension

