



Flat Roof Pre-access Hazard Identification Report

01.016 INTERNATIONAL HOUSE

Date undertaken 4th December 2023

University of Warwick,
Coventry,
CV4 7AL

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On behalf of University of Warwick
Estates

Executive Summary

01.016 International House, Central Campus

Key Hazards

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 a smooth roof felt which can create a slippery surface when damp.
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.
3. Falls from height; whilst there is partial 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.
4. Access to the roof is via a scaffold which must be erected by a competent contractor with relevant up to date training certification. Access onto the roof is through a turnstile built into the edge protection.
5. Falls and trips onto skylights, cable trays and other plant. Under no circumstance should the skylights or any other plant be stood upon.
6. Parts of the roof has no edge protection and are at an incline, however, there are mansafe/latch line systems in this area that must be used. The Competent Person must have evidence of training in the use of man safe systems and the correct personal equipment for their use. The Competent Person must have assurance that the lines have been inspected and certified safe to use before latching on to them.
7. The roof where the man safe systems exist could become extremely slippery when wet. Care should be taken when working here either during or straight after rainfall or in icy conditions.

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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 International House, building No.01.016. 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

4th 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 appropriate certification for erecting scaffold or competence in using scaffolding for access.

3.2 This building is a residential building, please be considerate of noise levels, especially during exam time. Before beginning works, please ensure you sign in at the **Residence Hub** located in **Rootes block M-P**.

3.3 Scaffold must be secured overnight or whenever contractors are not on site.

4. PARKING

Parking is very limited on campus. The nearest car park is **Car park 6** 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 International House are not available for your use as this is a residential building. When signing in at the **Residence Hub**, please ask the Residence team which facilities 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. The roof can become slippery when wet, causing a potential slip hazard. There are also 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 a smooth roof felt which can create a slippery surface when damp.

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 partial 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 is via a scaffold which must be erected by a competent contractor with necessary up to date training certification.

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

9.6 Parts of the roof has no edge protection and are at an incline, however, there are mansafe/latch line systems in this area that must be used. The Competent Person must have evidence of training in the use of man safe systems and the correct personal equipment for their use. The Competent Person must have assurance that the lines have been inspected and certified safe to use before latching on to them.

9.7 The roof where the man safe systems exist could become extremely slippery when wet. Care should be taken when working here either during or straight after rainfall.

9.8 The only access to the roof is via scaffold from the ground and through a turnstile built into the edge protection.

Appendix A: Site pictures



Roof access gate



Sky lights and edge protection and roof incline with latchline system



Roof incline and sky lights



Whole roof

10.CAMPUS ORIENTATION

| Red Triangle = Parking | Red Circle = International house

