



## WESTLAND SAFETY INSTRUCTION NO. 31

### ROOF SAFETY

#### 1. Introduction

This instruction details control measures to be used by those involved in:

- Roof maintenance/repair
- Maintenance/repair of roof mounted plant and equipment
- Roof safety risk assessment
- Building/roof design

#### 2. All Roof Work

- Risk control measures should be in line with HSG33
- Where feasible work directly from MEWP, craned work cage
- Access to any unprotected or fragile roof shall require the issuing of a working at height permit
- All persons accessing an unprotected or fragile roof shall have completed roof safety awareness training
- All access ladders/stairs shall be locked off – keys to be held by Maintenance Department and roofing contractor
- All permanent access ladders to be of a fall protected design including adequate guarding at their landing point
- If permanent access is not available the following hierarchy shall apply:
  - Access via MEWP (Preferred Method)
  - Scaffold
  - Ladder-footed and tied if possible
- No lone working
- No roof work when raining, icy, or wind speeds > 20mph
- The following PPE shall be worn:
  - Safety shoes (non-slip soles)
  - Hard hat
  - Reflective jacket/vest
  - Tool belt
  - Appropriate respiratory protection when working within 2m of any process exhaust emission point

#### 3. Flat Roof – No Edge Protection

##### 3.1 Minimum Risk Control Measures

- 2m safety zone around roof edge – permanently marked where possible
- Protected access ladder to have additional protection across 2m zone
- Work within 2m safety zone requires erection of temporary edge protection
  - Use of MEWP cage is permissible if work is confined to cage width and operator harnessed

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### **3.2 Additional Fixed Protection Measures**

Use some, or all of the following based on the findings of the roof risk assessment:

- Permanent edge protection
- Protected walkways to/around plant and equipment
- Attachment points for restraint harnesses

## **4. Fragile Roof**

### **4.1 Minimum Risk Control Measures**

- Work from 600mm wide crawl boards, or roof ladders – no walking
- No personnel working below – area cordoned off and marked accordingly
- Provide temporary edge protection – use of MEWP cage is permissible
- Cover adjacent fragile roof lights with protective cover/18mm thick plywood sheets
- Use harnesses if suitable attachment available
- For work in excess of one shift erect safety net below work area

### **4.2 Additional Fixed Protection Measures**

Use some, or all of the following based on the findings of the roof risk assessment:

- Permanent protected walkway – providing access to plant and equipment
- Permanent protection around fragile roof lights
- Harnessing points around roof lights and plant/equipment
- Permanently installed protection at valley gutters
- Running line for harness attachment if suited to roof construction and maintenance needs
- Portable walkway with handrail and attachment points to be stored on roof

## **5 Pitched Roof – Non Fragile, No Edge Protection**

### **5.1 Minimum Risk Control Measures**

- For pitches between 0° and 10° treat as flat roof (section 3.1)
- For pitches > 10°:
  - Work from 600mm wide crawl boards or roof ladders
  - Provide temporary edge protection – use of MEWP cage is permissible
  - Use harness if suitable attachment point(s) available
  - Temporary protection of roof lights

### **5.2 Additional Fixed Protection Measures**

Use some, or all of the following based on the findings of the roof risk assessment:

- For pitches between 0° and 10° treat as flat roof (section 3.2)
- For pitches > 10° treat as fragile roof (section 4.2)

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## **6 Work On Roof Lights**

In addition to the roof working safety measures detailed in this Safety Instruction, the following controls shall be employed when repairing/replacing roof lights:

- Erect a safety net below roof light, or
- Employ a work platform below the roof light to prevent falls e.g. erect a scaffold, or use a MEWP if access allows

## **7 Hot Work**

Where hot work is undertaken on a roof, whether it is associated with repairs to the roof itself, or to plant and equipment installed on the roof, such work shall require the issuing of a 'hot work' permit, in accordance with HSP1070 and HSP2051.

## **8 Working With Asbestos Cement**

All work involving the cutting, cleaning, or removal of asbestos cement roofing sheets shall be undertaken in accordance with the Asbestos at Work Regulations 2002 and HSE guidance HSG210 – Asbestos Essentials Task Manual.