


JOB/TASK: Measuring Roof		DATE: 14/07/2016			
SUPERCEDES: 01.00		Dated 31/01/2013		Analysis / Revised by: Paul Arksey, Doug Boomer, John Payne	
CLIENT NAME & ADDRESS :		Permits / Competencies Required: National Construction Safety Awareness Card, Site Safety Manual			
EQUIPMENT/TOOLS REQUIRED: Tape Measure Camera Note pad and pen First Aid Kit Site Map and Building Plans		PERSONAL PROTECTIVE EQUIPMENT REQUIRED:  Above PPE to be available and worn as per site requirement			
RISK LEVEL H = high M = med L = low N = neglible					
N o	JOB/TASK STEP	POTENTIAL HAZARDS	INITIAL RISK LEVEL	SAFE WORK / CONTROL MEASURES	FINAL RISK LEVEL
1	Arrive at site	<ol style="list-style-type: none"> Being on wrong site to confirm site plan Breach of site safety plan Construction Site Hazards Lacerations Bruising Objects falling from above Impalement Trips / Slips Incomplete roof frame Environmental conditions Site emergencies 	H	<ol style="list-style-type: none"> Confirm documents / site plan to confirm that site address is correct PPE to be worn as per site signage or safety plan. Hard hats to be worn on construction sites Inspect site to identify hazards and complete the Site Safety Report. JSA Variation Form to be completed if hazard not controlled by this JSA Visually check roof frame from ground level, roof frame must be complete including all alfresco / verandah / car port permanent roof supports <p>NOTE; ROOFING MATERIAL MUST NOT BE DELIVERED TO SITE UNTIL BUILDER COMPLETES ALL ACTIONS REQUIRED</p> <ol style="list-style-type: none"> Check weather conditions. Do not get on roof frame is wet or if weather conditions are unsuitable. Mobile phone to be carried in pocket at all times when on site 	L

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2	Setting up	1. Falls 2. Power lines 3. Lack of safe storage for roofing materials 4. Lifting materials to roof of 2 storey dwelling	H	1. Scaffolding required for 2 storey buildings, Refer to Code of Practice for the Prevention of Falls in the Workplace for additional guidance if required 2. BGC Supervisor to inform builder if there is a risk of any gutter or roof materials contacting the power lines (Revisit site ensure that the hazard has been removed) 3. BGC Supervisor to inform builder if the site does not have suitable area for materials (Revisit site ensure that the hazard has been removed) 4. BGC Supervisor to liaise with builder to organise a crane to lift (Revisit site oversee lift)	L
3	Access to roof	1. Fall from ladders 2. Working alone	H	1. Ladder to be on level compacted ground, check stability of ladder before climbing up, Only access roof via a compliant ladder or via ladder on scaffolding, Do NOT climb up scaffolding to roof or other platform, Ladder not to be used to perform work, Use of tool belts to carry tools is recommended 2. Contact office as per working alone procedure	M

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4	Working on roof	1. Trips / slips hazards <ul style="list-style-type: none"> • Wet or oily slippery frame • Nails • Straps • Cables • Pipes 2. Falls	H	1. Use extreme caution moving across frame and frequently check for these hazards as you move across frame. If any additional hazards are identified , STOP work and prepare / amend the JSA Variation Form 2. Check for any problems such as loose frames, battens not nailed correctly and all joins to be on rafters before transferring your weight on to them, Concentrate on task the whole time – do not use mobile phones etc, do not be distracted by a member of the public, Do not rush the job, Should you feel you are at risk contact your supervisor and ask for assistance.	M
5	Egress from roof	1. Fall from ladders	H	1. Check stability of ladder before transferring all your weight to it, Use of tool belts for tools is recommended	M
6	Depart site	1. Slips and trips <ul style="list-style-type: none"> • • 2. Loss of ladder while driving 	M	1. Be aware that other trades or deliveries may have changed site conditions while you were on roof 2. Ensure that ladder is secured to vehicle rack	L

Reviewed by:




 Doug Boomer, Roofing Manager

DATE: 29/7/16



 Paul Arksey, Site Supervisor

DATE: 29/7/16



 Keith Walker, Divisional Manager

DATE: 29/7/16



 John Payne, OHS Manager

DATE: 14/7/16

I, (print name)..... confirm that I have read and been instructed Job Safety Analysis NO. 01.01 and agree that all the hazards have been identified and the risks reduced to as low as reasonably practicable

Signed: **Date:**