



Building Description and Roof Hazard Assessment For Flat Roofs

Department of Facilities Management

A copy of the Building Description and Roof Hazard Assessment that is completed for each building must be posted at each access point to the roof of that building.

Campus:	Building Name and Address:
Description of Building and Its Uses:	
Height of Building / Number of Stories:	Type of Roof Construction:
Description of How Roof is Accessed: (If there is more than one access point, describe each one.)	
Is the Roof Structurally Sound: <input type="checkbox"/> Yes <input type="checkbox"/> No	Describe Structural Issues:
Adjoining Buildings / Roofs (Provide name and indicate whether above or below level of main roof.)	

Equipment Installed on Roof (Indicate Yes or No)

Gutters		Cooling Towers	
A/C Units		Floodlights	
Exhaust Fans		Electrical Conduit	
Ducts			
Roof Ventilators			
Fume Towers			
Satellite Dishes			
Antenna			
Skylights			
Piping			

NOTE: List additional equipment as necessary.

Equipment Located Inside the Buffer Zone / Control Zone That Requires Service and Maintenance

Description of Equipment	Distance From Edge of Roof

Fall Protection / Safety Equipment Installed or Required When Working on Roof (If equipment is permanently Installed List date of Installation)

Safety Equipment	Yes or No	Date
Anchor Points		
Horizontal Lifelines		
Handrail		
Walkway		
Parapets (Only acceptable if they meet required height)		
Travel Restraint Equipment		
Respirator		

Type of Work Performed

Work Activity	Yes or No	Frequency
Service Fume Hood Exhaust		
Service A/C Units		



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Flat Roof Safety

Building Description and Roof Hazard Assessment

NOTE: This form does not replace the Pre Job Hazard Assessment attached to Work Orders it is to be used to identify hazards specific to each building listed in the Dalhousie University Flat Roof Inventory. These hazards are specific to each building and exist due to design features in the roof surface, the equipment located on the roof, airborne emissions from ventilation ducts, proximity of equipment to the roof edge as well as other factors.

Roof Hazard Assessment				
List of Potential Hazards	Yes	No	N/A	Control Measures
Are access to and egress from the roof safe?				
Will the work be carried out at least 2 meters back from an unprotected edge?				
Will the work be carried out inside the Control Zone? (Within 2 meters of the unprotected edge.)				
Are there sky lights, hatches or other such openings in the surface of the roof?				
Is there a slipping hazard due to the roof being wet or covered by snow or ice?				



Flat Roof Safety Building Description and Roof Hazard Assessment

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NOTE: This form does not replace the Pre Job Hazard Assessment attached to Work Orders.

The intent of this assessment is to identify hazards specific to each building, with a flat roof, that is listed in the Dalhousie University Flat Roof Inventory. These hazards are specific to each building and exist due to design features in the roof surface, the equipment located on the roof, airborne emissions from ventilation ducts, the proximity of equipment to the roof edge as well as other factors.

Roof Hazard Assessment				
List of Potential Hazards	Yes	No	N/A	Control Measures

Version: 1	Effective Date: January 2016	Revision Date:
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