

Permit to Work - Roof Access

Shopping Centre		Contractor Company	
Contact Name		Contact Number	
Location of Work			
Permit Valid from		Permit Valid to (maximum 7 day period)	
Date & Time		Date & Time	
Description of Works			
Step 1 - Contractor to Complete		Yes	N/A
Will work be conducted within 2m of unprotected edges or on sloped/pitched roof areas posing a possible risk of fall of person or equipment? <i>If "Yes" STOP, complete WHS028B – Working at Height Permit</i>		<input type="checkbox"/>	<input type="checkbox"/>
Where a SWMS is required for high risk works all workers have signed acknowledging they understand the SWMS, and that it has been reviewed and accepted by the Centre Management?		<input type="checkbox"/>	<input type="checkbox"/>
We have reviewed the Centre roof access management plan to identify walkways, fragile roofing, box gutters or skylights, near the work areas or within the path of travel?		<input type="checkbox"/>	<input type="checkbox"/>
Where fragile roofing, box gutters or skylight have been identified, a safe method of access been established, e.g. barrier, boards, platforms, alternate safe access route?		<input type="checkbox"/>	<input type="checkbox"/>
Are lanyards or other measures in place to prevent tools and equipment falling from height?		<input type="checkbox"/>	<input type="checkbox"/>
Are the works being undertaken in or near radio frequency areas? <i>If "Yes" have the operations team been consulted and Controls implemented?</i>		<input type="checkbox"/>	<input type="checkbox"/>
Does access require the use of equipment e.g. portable ladder, scaffold? <i>If so, provide detail in the comments.</i>		<input type="checkbox"/>	<input type="checkbox"/>
Will weather conditions (e.g. strong winds, rain, extreme heat, or storms) present a hazard? <i>If "Yes" Stop Work</i>		<input type="checkbox"/>	<input type="checkbox"/>
Step 2 - AMPC Representative to Complete			Yes
Has the contractor satisfied the conditions of the permit?			<input type="checkbox"/>
All workers have completed the AMPC and site induction?			<input type="checkbox"/>
Agreement			
Step 3 - Compliance Agreement by Contractor Conducting the Work:			
Name of Contractor Representative			
Signed		Date	
Step 4 - Permission to Commence Work - Sign off by AMPC Representative			
<i>Note - this sign off confirms that Centre Management has received the completed Roof Access Permit. It does not imply that the AMPC Representative is a "competent person" regarding the work only that Roof Access and working at height safety has been appropriately assessed by the Contractor before commencement.</i>			
AMPC Representative			
Signed		Date	