POLICY 1.36 – Roof Access

Policy Category:	General
Subject:	Roof Access
Approving Authority:	President
Responsible Officer:	Vice-President (Operations & Finance)
Responsible Office:	Facilities Management
Related Procedures:	Administrative Procedures for Roof Access Facilities Management Work Procedure Policy WP- 44 (Fall Protection)
Related University Policies:	Safety Policy S-4 (Roof Maintenance Procedure) MAPP 2.15 – Approval of Capital Projects
Effective Date:	June 27, 2019
Supersedes:	July 13, 2017

PURPOSE

1.00 The purpose of this policy is to ensure that only Authorized Persons and Qualified Persons, or those under the direct supervision of same, are allowed access to roofs of any University building.

RESPONSIBILITY

2.00 Compliance with this policy is the responsibility of all people who gain access to University roofs.

DEFINITIONS:

Qualified Person(s): To be considered a “qualified person”, individuals must complete the “Working at Heights” awareness training offered by Occupational Health and Safety (OHS) and be familiar with Facilities Management Work Procedure Policy WP-44 (Fall Protection) and Safety Policy S-4 (Roof Maintenance Procedure). Qualified Persons are designated Facilities Management staff identified by the Associate Vice-President, Facilities Management.

Authorized Person(s): An authorized person is one who has received written authorization from the Manager, Structural Services, or designate, or is in the company of a Qualified Person.