



**ROOF ACCESS PERMIT** **PF184**

<b>1. Requestor Details:</b>			
Name:		Position	
Organisation:		Section:	
Contact No.:		Date:	/ /
Description of Work:			
Reason for Roof Access:			
Period Access Required:	Start:	Finish:	
Project Manager Name:			
<b>2. Site Details:</b>			
Campus ( <i>cross out</i> ):	<input type="checkbox"/> St Lucia <input type="checkbox"/> Ipswich <input type="checkbox"/> Gatton <input type="checkbox"/> Indooroopilly Mine		
Building Name:		Bldg No.:	Key No.:
Roof Area – identify the area to be accessed:			
Has the roof register been reviewed to identify what safety systems are in place?			<input type="checkbox"/> Y or <input type="checkbox"/> N
<b>3. Supervision Status:</b>			
Supervised access required by Section Supervisor or Project Officer ( <i>i.e. inspections or investigations</i> ). If yes, go to Section 5.			<input type="checkbox"/> Y or <input type="checkbox"/> N
Unsupervised access required by contractor? If yes, Section 4 must be completed			<input type="checkbox"/> Y or <input type="checkbox"/> N
<b>4. Documentation Required for Unsupervised Access:</b>			
• Has the Safety Plan or Safe Work Method Statement been accepted by HSC? ( <i>Attach to this permit</i> )			<input type="checkbox"/> Y or <input type="checkbox"/> N
• Height safety training			<input type="checkbox"/> Y or <input type="checkbox"/> N
• TELCO installer/applicant –Telco Carrier’s authority ( <i>Attach to this permit</i> )			<input type="checkbox"/> Y or <input type="checkbox"/> N
<b>5. Persons Involved in Works:</b>			
<b>Name</b>	<b>Company</b>	<b>Signature</b>	
<b>6. Authorised By:</b>			
<i>(Authorised persons are: HSC, Project Officers, Project Managers, Security Manager, Maintenance Managers (all Campuses))</i>			
<b>This roof access permit is issued to authorise only those persons as listed on this form.</b>			
Name:		Position:	
Section:		Contact No.:	
Signature:		Date:	/ /
		Security Advised:	<input type="checkbox"/> Y or <input type="checkbox"/> N or <input type="checkbox"/> N/A

Forward *original* to:  Project Officers, Project Manager  
 Forward *copy* to:  P&F Health and Safety Officer (HSC)

