

SITESAFETYDOC

ROOFING SAFETY FIELD PACKAGE

Pre-job planning, fall-protection, access, weather, and rescue tools

Use with the included bundle documents

Complete this roofing field package with the included JHA, Daily Jobsite Inspection, Ladder Inspection, Hot Work Permit, Incident Report, Near Miss Report, and Toolbox Talks. The employer must select site-specific controls for the roof system, slope, height, access, work methods, weather, materials, equipment, and public exposure.

Stop-work triggers

☐ Unprotected edge / opening	☐ Fall equipment or anchor defect
☐ Unsafe ladder / access	☐ Lightning / severe weather
☐ Wind affects footing or materials	☐ Wet, icy, brittle, or unstable roof
☐ Rescue capability unavailable	☐ Public / lower-level controls fail

Roofing planning workflow

1. Verify roof condition, slope, dimensions, openings, edges, and structural capacity.
2. Select access and material-delivery methods.
3. Choose and document fall-protection systems and rescue arrangements.
4. Control skylights, leading edges, dropped objects, public areas, and lower levels.
5. Review weather, heat, hot work, electrical, tools, chemicals, and housekeeping.
6. Brief the crew, inspect before each shift, and revise when conditions change.

Bundle contents

☐ Roofing Safety Field Package	☐ Job Hazard Analysis
☐ Daily Jobsite Inspection	☐ Ladder Inspection
☐ Hot Work Permit	☐ Incident Report
☐ Near Miss Report	☐ Toolbox Talks Bundle

IMPORTANT: These are general templates, not legal, engineering, or medical advice. Roofing systems require competent site-specific evaluation, manufacturer instructions, required training, and compliance with all applicable rules.

1. Roofing pre-job assessment

Company / project / customer _____

Exact building / roof area _____

Roof type / material _____

Roof slope / height _____

Scope and sequence _____

Supervisor / competent person _____

Crew / subcontractors _____

Planned dates / shifts _____

Roof and surrounding conditions

#	Roofing control	YES	Notes / N/A
1	Structural condition and load capacity are reviewed before materials / equipment are placed.	☐	
2	Deck, substrate, penetrations, deterioration, soft spots, and brittle surfaces are identified.	☐	
3	Edges, leading edges, parapets, holes, skylights, hatches, and changes in elevation are mapped.	☐	
4	Overhead / rooftop electrical, HVAC, antennas, utilities, and process hazards are coordinated.	☐	
5	Ground-level entrances, sidewalks, roads, neighboring property, and public exposures are controlled.	☐	
6	Crane, hoist, forklift, delivery, staging, and debris-removal locations are planned.	☐	
7	Emergency access, site address, responder route, and roof evacuation are confirmed.	☐	

Roof sketch / hazard map

Show access, edges, openings, skylights, anchors, warning / control zones, material staging, hot-work areas, rescue equipment, and ground barricades.

Sketch / attachment reference	Prepared by	Date / revision