

SAMPLE

ROOF ANCHOR SAFETY INSPECTION

2021

January 15



Prepared for:

123 Skyscraper Lane
Somewhere, Ontario



CERTIFICATE OF INSPECTION

ROOF ANCHOR SAFETY SYSTEM

Inspection Date: January 15, 2021

MTCC #1234
123 Property Management
123 Disney Lane, Suite 777
Somewhere ON S1S 1S1

Property Location

123 Skyscraper Lane, Somewhere ON

Inspection No.: 123-01-12345

Inspectors Names: Tyler McFadden, Chief Safety Officer/Inspector
Richard Chung, Inspector/Pilot-In-Command

Skyline Canada has successfully completed a visual inspection of the anchorage and rigging systems. These systems were found to be in compliance with the Acts, Regulations and Statutes governing Roof Anchor safety systems.

ACCEPTABLE FOR USE



NEXT INSPECTION

On or before: January 14, 2022



Digitally Signed & Sealed
January 15, 2021

F. Tyler McFadden
Chief Safety Officer/Inspector

Skyline Canada

INTRODUCTION

A visual inspection of the roof anchor safety system was successfully performed. Access of the roof anchor safety system was acquired using UAV technology. The inspection included a visual review of exposed, visible, and accessible components of the roof anchor safety system for signs of:

- distress,
- damage,
- wear & tear,
- deformation,
- deposition,
- discolouration,
- contamination,
- destruction,
- blemish,
- breakage,
- erosion,
- weathering,
- fracture,
- scarring,
- strain, and
- stress.

The inspection was also based on a review of the Occupational Health & Safety Act and Regulations for window cleaning (*O.Reg. 859/90 as amended by O.Reg. 523/92*)

This inspection was performed independently by 2 Roof Anchor safety inspectors and signed by a professional engineer where mandated.

This inspection report is prepared by Skyline Canada and reflects the opinion of both inspector's/certified pilots' based on information available at the time of the visual inspection and the creation of this inspection report.



DRAWINGS

According to our records, there was 2 drawings available. Window cleaners must read and understand shop drawings including restrictive notes as shown on the drawings.

There are 2 engineered stamped drawings for 123 Skyscraper Lane. Both of which were posted at the entrance to the rooftop.

- The first drawing was produced by ABC Company, drawing #123456, stamped/signed and dated by John Doe on January 1, 1901.
- The second drawing was produced by XYZ Company, drawings #654321, stamped/signed and dated by Jane Doe, December 31, 1902

LIST OF EQUIPMENT

The following equipment was accessible for review at the time of the inspection, unless noted otherwise. Please refer to the system equipment locations and details or the Ultra High 6K video detailing identification and location of equipment.

Quantity	Model #	Description
21	123-456	Outrigger Beams
2	123-456	Cast-In-Place Atrium Rope Stops
6	123-456	Adhesive Corner Rope Stops
14	123-456	Bolt Through Wall Anchors w/HSS Adhesive Extension
42	123-456	Cast-In-Place Roof Anchors
21	123-456	Adhesive Wall Anchors
2	123-456	Bolt Through Wall Anchors

SYSTEM DESIGN

This anchor system has been supplied by ABC123 Company for window cleaning using a boatswain's chair or a suspended stage for exterior building maintenance providing four (4) anchors are in line with the point of suspension.

IMPORTANT NOTE

Only one (1) safety line is to be attached to any one anchor point at any given time.

Responsibility for safety anchor fabrication, safety system layout, anchor installation, and building structure is the responsibility of the original manufacturer or installer. Skyline





Canada's inspection is based on the equipment only and is considered a deficiency inspection. The original designer/installer remains responsible for system compliance.

INSPECTION ELEMENTS

In conducting this visual inspection, the master inspector/certified pilots, both inspected the following:

- Fixed ladders, railings, and other structural devices where applicable.
- Parapet walls.
- Doors, roof hatches and all other points of access and egress where applicable
- Walkways and overpasses where applicable.
- Roof and walking surface material.
- Fences and barriers where applicable
- Air conditioner units and other mechanical apparatuses.
- Ventilation pipes.
- All visible components of the roof anchor safety system.

RESTRICTIONS

1. Workers must rig suspended scaffold and/or boatswain's chair equipment in a manner that protects their primary line and lifeline from cutting or chaffing, at all times.
2. Workers must read and understand roof drawings, roof sketches, and work plans before the commencement of work.
3. IMPORTANT NOTE: Only one (1) primary line and only one lifeline can be attached to any one anchor point at any given time.
4. Workers shall not descend over glass railings without a specific engineering plan and associated engineers drawing and a correlating roof anchor safety system.
5. Workers must rig suspended scaffold and/or boatswain's chair equipment where such equipment does not rest on any glass surface or railing.
6. Workers must ensure that no loads are applied directly or indirectly to any glass surface or railing.
7. Workers must at all times where applicable, wear protective devices supplied by the employer, as required, including fall arrest system (*if the worker may fall more than 3 meters [10 feet] or is on, or is in the process of getting on or off a suspended scaffold or boatswain's chair*).
8. Workers must inform the building owner or his/her agent immediately if the worker believes that an anchor point, or other structure is faulty.
9. Workers must work in compliance with all Acts, Regulations and Statutes.





USAGE AND RESTRICTIVE NOTES

Skyline Canada recommends that all workers read and understand the drawings in conjunction with the inspection report prior to accessing the roof or using the equipment. Workers are also responsible to produce a work plan and shall be able to demonstrate that they are able to work safely in all areas.

Workers must rig in such a manner in order to protect their primary and secondary lines from being cut off or chaffing at all times.

Window cleaners must read and understand shop drawings including restrictive notes as shown on the drawings.

When any parapet wall is less than 36" in height, workers must tie-off prior to approaching any anchor located with 6'6" (2 meters) from the unprotected roof edge.

Workers must rig in such a manner that their lines do not rest on the glass railings.

FINDINGS

Skyline Canada has successfully completed a visual inspection of the anchorage and rigging systems and determined that these systems are compliant with the requirements of the Ontario Regulation 859 and the requirements of the CSA Z271-98.

ACTS, REGULATIONS & STATUTES (*Ontario*)

Upon visual inspection, the roof anchor safety system equipment meets the following legal requirements:

- R.R.O. 1990, Reg. 859: WINDOW CLEANING
- Occupational Health and Safety Act, R.S.O. 1990, c. 0.1
- Ontario Building Code (OBC) Article 4.1.10.8.
- CAN/CSA Z91-02, Safety Code For Window Cleaning Operations
- CAN/CSA Z271-98, Suspended Elevating Platforms





ADHESIVE ANCHOR TEST REQUIREMENTS

According to our records, the adhesive anchors on this building should be re-tested on or before January 1, 2025.

The Ontario Ministry of Labour requires all adhesive anchors be tested every five (5) years. This test confirms equipment integrity and ensures additional liability protection.

DEFICIENCIES

- None noted.

NOTES

Keep this, and subsequent inspection reports in the logbook, always. Keep the logbook at the building identified on the logbook, always. Keep logbook current and up to date, at all times, with inspection reports, modification reports, engineers' reports, Ministry of Labour work orders, and all other roof anchor related documents.

Ensure that the logbook is always available and accessible to the employer and workers.

SUMMARY AND RECOMMENDATIONS

- Keep and maintain the engineered roof drawing(s) posted at the entrance to the roof.
- Continue roof anchor safety inspections even if the equipment will not be used.
- Do not allow a roof anchor safety inspection to expire or otherwise go beyond one (1) full calendar year.
- Roof anchor inspections can be done as often as desired but shall not exceed one (1) full calendar year.
- If a Ministry of Labour officer issues an Order to Comply, (*Stop Work Order*), please contact our office for assistance in complying with the Order.

For urgent issues regarding this inspection report, please call:

TOLL FREE 1-844-7-SAFETY





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www.skylinecanadainc.com

- It is recommended that the following are located in the mechanical room(s):
 - i. First Aid Box
 - ii. Eye Washing Station
 - iii. Fire Extinguishers
 - iv. Safety Information Bulletin Board

GENERAL COMMENTS

Keep previous, current, and future roof anchor safety inspections and all other relevant roof anchor documents at the building location.

Any unauthorized modifications, changes, or damage to the equipment is the responsibility of the building owner and/or their agent. Skyline Canada assumes no responsibility for damage, if any, suffered as a result of unauthorized alterations however caused to the equipment.

This visual deficiency inspection is limited to only visible and accessible components. This visual deficiency inspection does not include any hidden defects, modifications or alterations that could affect the performance or intended use of the equipment.

Report Prepared By:

Keith McIssac - Certified Master Safety Inspector - Inspection Department

Date: 2021-07-13

SKYLINE CANADA

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Suspended Access &
Rigging Technicians



UAV FLIGHT CHECKLIST AND LOG

This form is to be completed by Skyline Canada pilots for every flight conducted. This form is to be stored electronically at Skyline Canada's head office for a period not less than ten (10) years.

DRONE FLIGHT LOG	
Date (YYYY/MM/DD)	
Pilot	
Crew Members	1
	2
	3
Start Time (24hr Clock)	
End Time (24hr Clock)	
Flight Duration (x H x M)	
Flight Log File Number	
Pilots Signature attesting to the veracity and completeness of this form	

DRONE FLIGHT CHECKLIST		
AUTHORIZATIONS	PILOT'S INITIALS (OR WRITE "N/A")	
CLC Member		
Occ. Health & Safety	<i>If flying inside a building</i>	
Property Owners		
Advanced Drone Pilot Cert.	<i>If flying within 100 feet (30 meters but not less than 16.4 feet (5 meters) of a bystander; within three nautical miles (5.6 kilometres) of an airport or one nautical mile (1.9 kilometres) of a heliport; or in controlled airspace.</i>	
Special Flight Ops. Cert.	<i>If flying above maximum height (CAR 901.25)</i>	
Airport or Heliport Procedure	<i>If flying within three nautical miles (5.6 kilometres) of an airport or one nautical mile (1.9 kilometres) of a heliport</i>	
NAV Canada	<i>If flying in controlled airspace</i> RPAS Flight Authorization Request No. _____	





EQUIPMENT		PILOT'S INITIALS (OR WRITE "N/A")
Drone	The Drone complies with SOP s 1, is serviceable, has been maintained in accordance with the manufacturer's instructions, and has enough fuel or energy to safely complete the flight.	
Other Equipment	All equipment to be used with the drone is installed, serviceable, fully charged, and updated. Possible equipment; laptop, two-way radios, cell phones, GPS, cords, chargers, batteries, spare parts, fire extinguisher, first aid kit, safety vests.	
Documents	Documents listed in SOP s 4 are immediately available to the pilot and crew	
PILOT AND CREW		PILOT'S INITIALS (OR WRITE "N/A")
Fitness	The pilot and crew are fit according to SOP s 5.	
Crew Instructions	<p>All crew members have been instructed as to:</p> <ul style="list-style-type: none"> • Flight path, duration, take-off / landing sites, site survey details • Their duties (Recorded next to their names above) • How to communicate with each other during the operation • The location and use of emergency equipment • The normal operating procedures and emergency procedures • NOTAM's from NAV CANADA, if applicable 	
SITE SURVEY (CAR 901.27, 901.33)		PILOT'S INITIALS (OR WRITE "N/A")
Site Address, Legal Land Description or GPS Coordinates		
Site Map	An aerial view of the site is attached	
Site Survey	<p>The following have been determined:</p> <ul style="list-style-type: none"> • The boundaries of the area of operation • The type of airspace and the applicable regulatory requirements • The altitudes and routes to be used on the approach to and departure from the area of operation • The proximity of manned aircraft operations • The proximity of aerodromes, airports and helicopters • The location and height of obstacles, including wires, masts, buildings, cell phone towers and wind turbines • The predominant weather and environment conditions for the area of operation • The horizontal distances from persons not involved in the operation • The maximum distance from the pilot that the drone can travel without endangering aviation safety or the safety of any person 	
Site Suitability	The site is suitable for the intended operation. There is no likelihood of collision with another aircraft, person or	





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		obstacle. Weather conditions such as precipitation, temperature, and wind speed are appropriate	
PHONE NUMBERS			
Local Air Traffic Control	NAV CANADA Area Control Centre	NAV CANADA Fight Info Region	
REQUIRED NOTES			
Record the details of any mandatory action, maintenance action, modification, repair, incident or accident in accordance with CAR ss 901.48 and 901.49 here.			
NOTES			

End Report
No Revision



Suspended Access &
Rigging Technicians