

ROOF ANCHOR SAFETY INSPECTION

2021

January 15

SAMPLE



Prepared for:

**123 Skyscraper Lane
Somewhere, Ontario**



SKYLINE ANNUAL ROOF ANCHOR INSPECTION REPORT
 ROOF ANCHOR SAFETY SYSTEM

2021
 JANUARY 15

CERTIFICATE OF INSPECTION

ACCEPTABLE FOR USE

Project Ref.: 123 Skyscraper Lane, Somewhere ON
 Project Ref. No.: C-57247D2933DD

Inspection Date: January 15, 2021

Report Issued To: MTCC #12345
 123 Property Management
 123 Disney Lane, Suite 777
 Somewhere, Ontario
 S1S 1S1

In accordance with applicable safety code requirements, a visual inspection of the Roof Anchor Safety System was performed.

This report shall be kept on site, digitally or otherwise, and added to your Logbook. Please ensure this report is always available for review by workers using this system and for Safety Inspectors.

Review the information contained in this report and contact our office should you have any questions.

Site Conditions:

Building Height: **28 Storeys** Roof Type: **Inv. w/Ballast**
 Building Structure: **Condominium** Parapet Info: **7”(w) x 42”(h)**

Engineered Drawing:

Engineering Company:	123 Anchor Folks		
Engineer:	John Doe		
Date of Drawing:	July 10th, 2019		
Drawing No.:	123456789		
Approved:	Stamp	Date:	July 11th, 2019

Number of drawings available at the time of inspection:	1
Location of drawing(s):	Entrance to the roof

NOTE: This inspection is based on observations that were visible and accessible at the time of inspection. This inspection does not cover any hidden defects, modifications or alterations that could affect the performance of the equipment.





List 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

Additional Inspection Elements:

In conducting this visual inspection, the inspector(s) inspected the following where applicable:

- Fixed ladders, railing, and other structural devices,
- Parapet walls,
- Doors, roof hatches and all other points of access and egress,
- Walkways and overpasses,
- Roof and walking surfaces,
- Fences and barriers,
- Mechanical apparatuses,
- Ventilation, gas, exhaust and other pipes,

System Design:

This Roof Anchor Safety System was supplied by:	123 Anchor Folks
This Roof Anchor Safety System is designed for:	Window Cleaning

Responsibility for Roof Anchor fabrication, safety system layout, installation and building structure is the responsibility of the manufacturer, designer, installer, and owner. Skyline Canada's inspection is based on equipment only and is considered a visual inspection. Skyline Canada is not responsible for Roof Anchor Safety System compliance.

Usage and Restrictive Notes:

- Skyline Canada recommends all workers read and understand the drawings and all information within the Logbook prior to accessing the roof or using the equipment.
- Workers are responsible to produce a Work Plan and shall be able to demonstrate that they are able to work safely.
- Workers must read and understand roof drawings, roof sketches, work plans, and all information within the Logbook.
- Workers must protect their primary and secondary lines from cutting or chaffing.





Usage and Restrictive Notes Continued:

- Workers must tie-off prior to approaching any Roof Anchor located within 6’6” (2 meters) from the unprotected roof edge where any parapet wall is less than 36” in height.
- Workers primary and secondary lines must not rest on glass railings.
- Workers must use protective devices supplied by their employer.

Usage and Restrictive Notes Continued:

- Workers must inform the building owner or his/her agent immediately if the worker believes that an anchor point, or other structure is faulty.
- Worker must work in compliance with all Codes, Acts, Regulations and Statutes.
- **IMPORTANT NOTE:** Only one (1) primary or secondary line is to be attached to any one (1) Roof Anchor at any given time.

Observations:

The following possible conditions were observed and considered during the inspection:

✓	Distress	✓	Damage	✓	Wear & Tear
✓	Deformation	✓	Deposition	✓	Erosion
✓	Discolouration	✓	Contamination	✓	Destruction
✓	Blemish	✓	Breakage	✓	Weathering
✓	Fracturing	✓	Scarring	✓	Staining
✓	Stress	✓	Warping	✓	Threading

Access of the Roof Anchor Safety System was acquired by:	On-Site
This Roof Anchor inspection contains UAV flight documentation:	No

Observations Continued:

This inspection was performed by:	2 independently certified inspectors
This inspection is signed by an engineer where mandated:	Yes

This visual inspection report is prepared by Skyline Canada and reflects the opinion of the inspector(s) based on information available at the time of the visual inspection and the creation of this inspection report.

Codes, Acts, Regulations and Statures (Ontario):

This inspection is based on a review of all applicable Codes, Acts, Regulations and Statutes.

Upon visual inspection, the Roof Anchor Safety System equipment meets the following legal requirements:



Codes, Acts, Regulations and Statutes (*Ontario*) Continued:

- 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

Findings:

- All anchoring points appear to be snug and secure.
- No deterioration of the equipment was noted.
- Retaining bolts have a minimum of two (2) threads exposed which have been properly deformed.
- Detailed findings are available in Schedule A to this inspection.

Adhesive Roof Anchor Test Requirements:

The adhesive roof anchors should be re-tested on or before:	July 10th, 2024
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- The Ministry of Labour requires all adhesive roof anchors to be tested every five (5) years.
- The Adhesive Roof Anchor Test confirms the integrity of equipment and ensures liability protection.

Deficiencies:

- No significant deficiencies noted.
- Minor deficiencies are noted in Schedule A to this inspection.

Summary and Recommendations:

- Keep and maintain the engineered roof drawing(s) posted at the entrance to the roof.
- Continue Annual Roof Anchor inspections, even if the equipment will not be used.
- Do not allow the Annual Roof Anchor inspections to expire beyond one (1) calendar year.
- Annual Roof Anchor inspections can be done as often as desired but shall not exceed one (1) calendar year.
- Roof Anchors should be re-inspected whenever there is a change to the system or the inspection has failed.
- 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.

Additional Recommendations:

It is further recommended that the following are located and maintained in each mechanical room:

- First Aid Box

Additional Recommendations Continued:

- Eye Wash Station
- Fire Extinguishers
- Safety Information Bulletin Board

General Comments:

- The equipment inspected can be considered: **ACCEPTABLE FOR USE**
- Keep and maintain previous, current and future Annual Roof Anchor inspection documents and all other relevant documents available and accessible to workers.
- 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 because of unauthorized alterations however caused to the equipment.
- This visual inspection is limited to only visible and accessible components.
- This visual inspection does not include any hidden defects, modifications, or alterations.
- Adhesive Roof Anchors must be load tested at intervals no exceeding five (5) years.
- **Skyline Canada must be informed prior to any modifications or additions to the Roof Anchor system, roof, and parapet wall.**
- **Skyline Canada must be informed prior to the installation or modification of apparatuses and any other roof appliance or connecting device. (i.e.: solar panels, cell towers, HVAC units, air conditioners, railings, etc.).**
- This report is intended to be read, understood, and used in its entirety.
- The Ministry of Labour may request inspection reports to be signed by an engineer. No official notice has been sent in writing to Skyline Canada. Should this arise, the client agrees that an additional fee will become payable.
- Any questions or comments regarding this inspection should be directed to Skyline Canada.
- Any unresolved points noted in previous inspections are still applicable where sufficient remedy has not been achieved.

Logbook:

- Keep this and all previous and future inspections in the logbook.
- Keep the logbook and all required Roof Anchor documentation available and accessible to workers.
- Keep logbook current and up to date, at all times.

Statement:

Skyline Canada has successfully completed a visual inspection of the Roof Anchors, anchorages, and rigging systems. This system is found to be in compliance with relevant Codes, Acts, Regulations and Statutes governing Roof Anchor safety systems in the province of Ontario.



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Next Inspection:

The next inspection should be done on or before, (*or in accordance with the information noted in this inspection*): **January 14th, 2022**

Inspecting Persons: Tyler McFadden, Chief Safety Officer/Inspector
Richard Chung, Inspector/Pilot-In-Command
Keith McIssac, P. Eng.



Digitally Signed & Sealed
January 15, 2021

F. Tyler McFadden
Chief Safety Officer/Inspector

Skyline Canada

Report Prepared By:

Keith McIssac - P. Eng. - Inspection Department

Date: **2021-01-15**

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