1. **Goal**
   1. To define responsibility. The people responsible and required safety conditions when ascending a roof and performance of roofing work.
   2. To define the responsibility for performance of the work, access to elevator rooms, etc.
2. **Applicable documents**
   1. The Work Safety Ordinance, 5730-1970 and its regulations.
   2. Labor Inspection (Organization) Law, 5714-1954 and its regulations.
   3. Safety at Work regulations (Work at Height), 5767-2007.
3. **Definitions**
   1. **Work at height –**  work during which a person is liable to fall a distance of more than 2 meters and where one of the following exists:
      1. A work surface or steps with fencing or a standard railing or proper means of access was not installed.
      2. Work in which the person must tilt his body more than 45 degrees over the fence or railing.
4. **Method**

4.1 Ascending a roof by authorized workers solely with the approval and supervision of a custodian or someone on his behalf.

4.2 Ascending a roof will be approved only after a briefing is given regarding the possible dangerous areas on the roof and the permitted work areas. The briefing will be given by the custodian.

4.3 The person giving the briefing will document: the briefing subjects, date and time of the briefing, and names of the participants and his name.

4.4 Before ascending the roof, the persons who received approval and received suitable training will sign a form stating that they undertake to observe the work safety procedures.

4.5 The custodian or someone on his behalf who is duly authorized by him will supervise the workers on the roof.

4.6 Work will be performed only on roof areas that are at a distance of more than 2 meters from the open edges, and only if there is safe access to said roof areas.

A 2-meter border along the roof edges, to which access is prohibited without the use of protective equipment for work at heights, will be marked by the worker prior to the start of work with suitable means that are clearly visible, and will be kept in place, including warning signs in Hebrew and Arabic stating “No access – danger – risk of falling.”

4.7 Entry to the elevator engine room will be via a route marked off with an iron railing.

4.8 Directional signs will be installed along this route.

4.9 The signs will be checked once a month or after stormy weather.

4.10 At least 2 people will work on the roof.

4.11 A worker ascending the roof will be an adult worker.

4.12 Ascending the roof will be permitted solely when the weather conditions enable safe work. No strong winds, heavy rain, poor visibility, etc.

**Remarks:**

* On roofs where access to the elevator room is within the 2 meter area from the roof edge, and the roof has no railing, the access leading to the elevator room must be marked off with a safety railing.
* Install signs indicating the marked off route permitted for accessing the elevator room.
* Roofing work will be permitted solely during daylight hours and it is not permitted to work on a roof during nighttime.

**UNDERTAKING TO OBSERVE WORK SAFETY PROCEDURES**

**Contractor’s statement:**

* Name of contractor’s company\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

* I, the undersigned, employed on the grounds of Tel Aviv University, hereby declare that I am aware of the instructions and safety procedures at Tel Aviv University, and I am cognizant of the possible risks on its premises and facilities, and I received instructions regarding the risks and permitted work areas.
* I, the undersigned, hereby undertake to observe all safety and hygiene requirements, work procedures and discipline that are customary at Tel Aviv University.

No work is permitted on roof areas that are more than 2 meters from the open edges.

* I am aware that in the event that I do not comply with the safety requirements, I may be subject to a temporary work stoppage or removal from the work site. In such a case I will not have any right to any payment or compensation thereof.

Contractor:

Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I.D.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Occupation\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Custodian:

Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_