ASSURANCE
CONSTRUCTION & SERVICES

HAZARD RATING **13/20**

ROOFING SAFE JOB PROCEDURE

REVIEWED JULY 12 2016 OH&S CODE SECTION PART 9 &12 SECTION 187

INSPECT: Overhead power lines, cords, ladders, scaffolding, roof & housekeeping. Note skylights & openings in roof.
DO NOT use defective equipment.

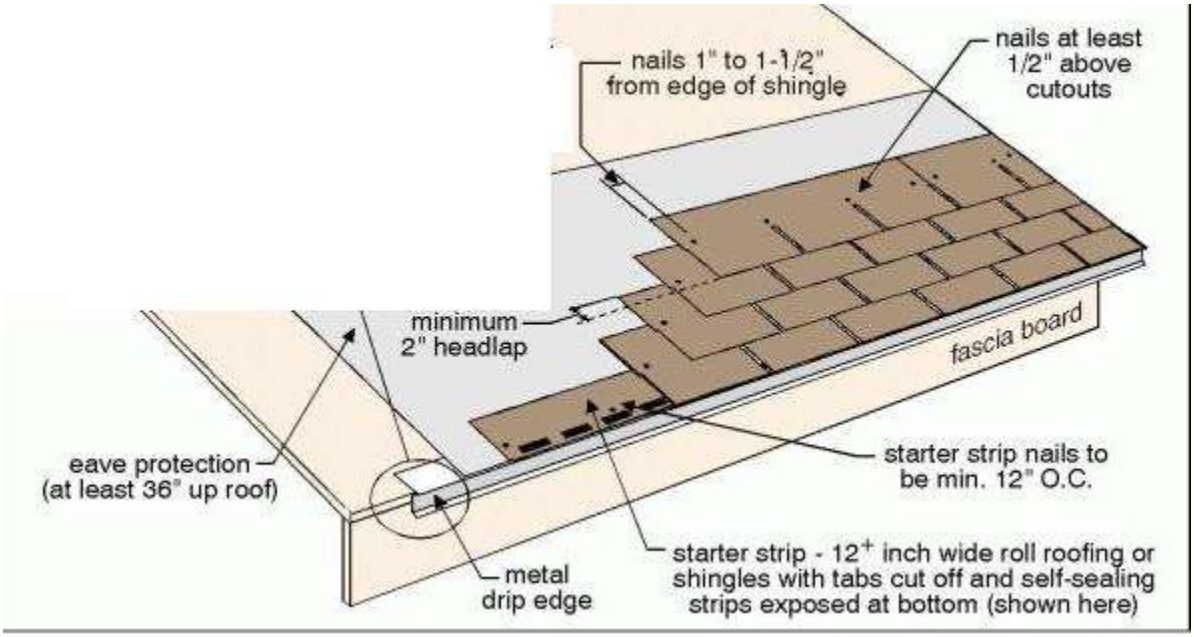
TRANSPORT OF Materials: Decide whether to transport it manually and risk muscle injury or using hoisting devices.

INSTALL FLASHING:

SHINGLING:

- ✓ Snap chalk lines periodically along the length of the roof. This will ensure straight courses of shingles throughout.
- ✓ Omitting this step may result in a wavy effect on your roof, resulting in you being the object of many jokes for years to come.
- ✓ Measure equal distances from the bottom up on both ends of the roof and mark, then snap a line between the two marks. Repeat this every so often to keep everything in line.
- ✓ The chalk lines can be used as guides when working up the roof.
- ✓ Staggering the joints between shingles is important for water drainage. You must therefore begin each course with a shingle of varying size.
- ✓ The first course will begin with a full shingle. You will then cut 6" off of each shingle thereafter. (The second course shingle will be 6" less than the first. The third course shingle will be 6" less than the second, and so on.)
- ✓ Continue in this manner until you are left with a single tab. Then start over with a full shingle again and repeat this process working your way up to the peak of the roof.
- ✓ It's a good idea to cut a few courses of beginning shingles before climbing up the ladder. If you have extra help, you can allocate that job to someone who doesn't feel as comfortable with heights.
- ✓ When nailing shingles use 4 nails per shingle. One at either end about 1" from the edge of the shingle and the other two, above the cut-outs. Nails should be placed just below the asphalt line.
- ✓ Anatomy of a Shingle.
- ✓ Begin the first course with a full shingle placed even with the outside and bottom edge of the roof.
- ✓ Place the shingle over the starter strip and nail it down.

- ✓ Align next shingle next to the first and along the bottom edge, and then nail it down.
- ✓ Continue nailing the shingles of the first course as you lay each down. Be sure to follow the chalk line keeping a straight line down the roof.
- ✓ Stop working on the first course when you can no longer reach it from your ladder.
- ✓ Begin the second course with a shingle 6" shorter than that of the first course.
- ✓ Overlay should be just below the cut-out.
- ✓ Continue nailing the second course as far as you can reach from your ladder.
- ✓ Repeat this process for further courses until you no longer have lower course shingles to cover.
- ✓ At this point move your ladder over and once again begin laying the first course as far as you can reach. Repeat all of the above until you must once again move your ladder.
- ✓ Continue up the slope until you can no longer lay down full shingles.
- ✓ At this point measure and cut shingles even with the top end of the roof sheathing. Repeat this process until the entire slope is covered with shingles.
  Move onto the other slope and shingle it in the same manner.



REASONS PEOPLE FALL

1.They are in a hurry

A quickly assembled scaffold or an unsecured ladder can cause a fall. Don't be in such a hurry that you don't ensure your safety. Take the necessary measures and precautions. You will then be able to concentrate fully on your task and finish it, without accident.

2. They are uncomfortable.

While the cold may reduce sensitivity and mobility of your limbs and the heat may cause dizziness, both will affect your stability and reduce your ability to catch yourself from falling if

you lose your balance. In the same way, working in an uncomfortable position for a lengthy period can reduce your blood circulation and make you more prone to losing your balance and falling.

3. Their brain tricks them.

To maintain your balance, you need a visual point of reference. When you work in an elevated area, your brain may take moving clouds or traffic below as a reference and trick your body into feeling like it's moving. This brief sensation may cause you to lose your balance.

4. They have a false sense of security.

Often, fall protection is not used because workers are not afraid of falling, or don't want to look fearful in front of co-workers. Don't make this mistake.

Related Documentation:

Ladders SWP & HAA
Hand Tools SWP & HAA
Fall Protection SWP & HAA
Severe Weather SWP & HAA
Compressed Air Tools SWP & HAA
Lifting & Carrying SWP & HAA