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| **Name of Safe Job Procedure** | **Roof Tear Off** | | | | **SJP #** | | 00-0\_\_ |
| **Hazard Rating:** |  | High |  | Moderate | |  | Low |
| **Date Developed:** | Enter Date Here | | | | **Revision Date:** | | Enter Date Here |
| **Reviewed by:**(name & title) | Add name of Management representative | | | | **Date:** | | Enter Date Here |
| **Reviewed by:** (name & title) | Add name of worker representative. | | | | **Date:** | | Enter Date Here |

**Instructions:**

* Management and Worker representatives must review this safe job procedure (SJP) prior to implementation, annually, or any time the task, equipment, or materials change.
* Do NOT perform this procedure until you have been appropriately trained and authorized to do so by your supervisor.

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| **Required Training:**   * Fall Protection Training * Equipment operation training- power sweeper, roof cutter |

**Required PPE:**

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| Eye Protection | Face-Shield | Safety Footwear | Hearing Protection | Type of Gloves | Hard Hat | Protective Clothing | No Loose clothing, jewelry |

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| **Potential Hazards:**  **Falls from Height**   * Ensure the fall protection plan has been developed and reviewed * Ensure all guardrails are in place and inspected * Wear fall protection equipment when working at the edge   **Flying Debris**   * Ensure other workers are out of the line of fire when sweeping or blowing materials * Wear proper gloves, clothing, and face protection   **Strains**   * Use proper lifting and carrying techniques as described in the manual material handling safe work practice * Do not overreach * Cut materials into manageable pieces for removal |
| **Pre-Task Safety Checks**   * Ensure the fall protection plan has been developed as required * Ensure all guard rails are installed and secure * Ensure all sources of flame have been extinguished * Delineate the dump zone |
| **Job Steps**   * Plug any roof drains that may get gravel in them. * Identify any protrusions through the roof, such as plumbing vents or rooftop unit (RTU) electrical/gas connections, while tearing off. * Push the gravel into "windrows" with scoops, loading it into wheelbarrows and dump it off the roof into a truck. * Continue sweeping the gravel into piles or windrows with a power broom until all the loose gravel has been removed * Remove old sheet metal flashings and dump into a bin designated for metal scrap, or store it out of the way and in a way so that they will not blow away. * Determine how much roof will be completed that day and be sure no one damages the roof outside that area. * Start to tear up using a spade to dig into the roof surface. If the material is thick, a roof cutter may be used to cut it into reasonably sized pieces. A pascal may be useful if more leverage is needed to pry up stubborn areas. * Load the old roofing into wheelbarrows and dump the material off the roof into a truck. If the dump zone is blocked with caution tape or another type of obstruction, do not dump; it is likely the truck has moved, or someone is in the truck. Always check with others before removing such barriers. * Sweep the remaining roof deck to prepare for roofing. Dump any remaining debris into the truck. |