



Guidance for Inspecting and Surveying Roof Work during the Covid-19 Pandemic

During the Covid-19 pandemic all surveys and inspections undertaken should be conducted in strict compliance with the current legislation including the advice pertaining to Covid-19 issued by the government, Public Health Guidance and the relevant trade bodies.

The following guidance is to help stop the spread of the Coronavirus whilst undertaking surveys or inspections of existing domestic roofing and cladding works or ongoing projects. For more general guidance on working on construction sites during the Covid-19 pandemic see NFRC Guidance Note 14¹.

Before you Leave Home

- Consider whether you really need to travel and visit the site. If there is a contractor working on the premises and the reason for the visit is to inspect ongoing works think about whether the contractor can video the works in progress so that the inspector can view remotely. This would ideally be done in real time so that the inspector can instruct the operator where to point the camera, zoom in/out etc.
- If you do need to visit a site to survey potential works think about whether you can use alternative methods of undertaking the survey like using technology such as drones or mapping software. Binoculars could be used if there is a higher vantage point and mapping software such as Google Earth could be used to provide measurements.
- If you do need to visit the site of the survey in person then contact the homeowner or contractor on the morning of the scheduled inspection and ask them if anyone is showing symptoms of Covid-19. If so, the inspection should be rescheduled for a future date.
- If you are not providing your own access to the survey area agree with the homeowner or contractor what the safe access strategy and process is to ensure compliance with the Covid-19 guidelines.
- If you need to enter the building to survey any internal damage or assess where the water ingress point is visible then politely ask that the area or room that needs to be inspected is clear, tidy and cleaned before the visit.
- Ensure that you have the correct PPE in your vehicle for the survey including hand sanitiser (minimum 60% alcohol based), towels, face masks/coverings and disposable gloves.

Traveling to the Survey or Inspection Location

- If possible, travel alone in your vehicle.
- If you need to re-fuel on your journey, ensure that you use disposable gloves and/or paper towels whilst undertaking the task.
- Ventilate the vehicle as much as possible during the journey by opening a window.
- Clean your hands with hand sanitiser (minimum 60% alcohol based) prior to leaving your vehicle.

Undertaking the Survey Internally

- If you need to enter the property ensure that the correct safety precautions are followed like wearing external shoe coverings, disposable gloves and face coverings where required.
- If you need to enter the property to survey internal damage, ask the homeowner to leave all external and internal doors open to reduce the need to touch door handles prior to entering the building.
- If required, ask the homeowner to open any loft hatches and to set up the loft ladder to allow for easy visual inspection of the internal roof structure and for easy checking for adequate insulation to roof spaces.
- Request that the homeowner or any other household members wait in another room whilst the internal inspection is carried out.
- If you need to discuss the findings of your inspection face-to-face with the owner, ensure that you maintain a 2 m distance and where possible have these discussions outside the home.
- If you need use the toilet or wash facilities within the building use your own soap and towels.
- When removing your Covid-19 protection please ensure that you do this without touching your bare skin if possible, if not please adequately clean or sanitise these areas.
- Please dispose of any disposable protection when finished with so that they do not become a hazard to others.
- Upon returning to your vehicle and removing your PPE please remember to sanitise all the touch points prior to driving, like door handles (inside and out) steering wheel, gearstick, indicator stalk, seat belt etc.

Undertaking the Survey Externally

- When using your own access equipment always wear gloves and clean and sanitise the equipment after the survey.
- When hiring access equipment such as mobile towers or ladders make sure you liaise with your hire company and client to agree a safe place to deliver and store the access equipment.
 - The unloading/loading of the access equipment should only be undertaken if social distancing rules can be maintained.
 - Make sure you have the skills, knowledge, training, and experience to erect, use and dismantle the access equipment correctly and safely that you have hired.
 - Always wear gloves when touching the equipment and clean and sanitise multi-touch points such as ladders, handrails, and access hatches before and after use.
- Where possible, send the inspection reports and any quotations electronically via email and if a homeowner has any further questions, converse over the telephone or video call.

Undertaking an Inspection of Ongoing Works

- Always report to the contractor upon arriving on site and read and sign (with your own pen) that you have read and will comply with the method statement and risk assessment for the project.
- If the project does not require a written set of Risk Assessments or a Method Statement (RAMS) then have the contractor explain the risks and control measures prior to accessing the site.
- As well as the normal PPE required for the site visit, request confirmation from the contractor on the additional measures that have been implemented to protect site visitors from Covid-19.
- Ensure that any additional precautions required for protection from Covid-19 such as disposable gloves and face coverings are always adhered to.
- Ensure that you wash or sanitise your hands prior to accessing the site.
- Whilst inspecting the works ensure that, where possible, you maintain a 2 m distance from your site escort.

- If this is not possible then keep these times to a minimum and do not stand face-to-face or have any skin-on-skin contact.
- Always wear gloves when touching any access equipment, handrails or materials whilst on site.
- Rather than touching installed works whilst inspecting details, think about whether it is possible to take a photo and then view on your phone instead.
- If you use any inspection equipment like a tape measure, angle finder, level or callipers ensure that these are thoroughly cleaned and sanitised prior and after each site inspection.
- If you need to discuss any of your findings or any installation techniques with the operatives on the site, then ensure that the 2 m social distancing measures are always maintained. If the roof area is too small to accommodate this, then have these discussions at ground level where the distance can be achieved.
- If possible, do not exchange any paperwork with the contractor. If for example you need to discuss the specification, then read extracts from the document rather than handing over the full document.
- If you need use the toilet, wash facilities or portable chemical toilet use your own soap and towels.
- When removing your Covid-19 protection ensure that you do this without touching your bare skin if possible, if not please adequately clean or sanitise these areas.
- Dispose of any disposable protection when finished with so that they do not become a hazard to others.
- Upon returning to your vehicle and removing your PPE, remember to sanitise all the touch points prior to driving like door handles (inside and out) steering wheel, gearstick, indicator stalk, seat belt etc.



Further information

¹ NFRC Guidance Note 14: Working During the Coronavirus Outbreak:

[www.nfrc.co.uk/docs/default-source/coronavirus-assets/nfrc-guidance-note-14-\(covid-19\)-working-during-the-coronavirus-outbreak.pdf](http://www.nfrc.co.uk/docs/default-source/coronavirus-assets/nfrc-guidance-note-14-(covid-19)-working-during-the-coronavirus-outbreak.pdf)

Published by

NFRC

31 Worship Street
London, EC2A 2DY
020 7638 7663
info@nfrc.co.uk

www.nfrc.co.uk
@TheNFRC

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