

## Snow Loads Checklist: Before the Cold Weather Season

Be sure your Emergency Response Program covers winter emergencies, including appropriate response procedures for excessive snow loads.	
Determine the maximum safe snow depth for the roof based on its load capacity as indicated in the building plans and specifications or in an engineering analysis of the roof design.	
For new construction or when reinforcing roof load limits, follow the design guidelines in the American Society of Civil Engineers Standard for Minimum Design Loads for Buildings and Other Structures, ASCE 7.	
Inspect the roof structure for damage or deterioration and repair or reinforce as needed.	
Inspect all roof drains and downspouts and clean any accumulated debris from the roof to prevent clogging the drainage systems.	
Look for evidence of past water pooling and eliminate the causes.	
Identify who is responsible for snow/ice removal from roads.	
Establish a plan for elevating mechanized snow removal equipment to the roof.	
Determine what special tools, equipment, protective devices, clothing and footwear will be needed to work on a snow covered roof. Make sure all the necessary gear is on hand and ready for use.	
Identify what types of fall protection will be needed to work on a snow covered roof. Guardrails, nets or personal fall-arrest system for each worker may be necessary depending on roof configuration and existing fall protection already installed.	
Determine if there are special hazards on the roof that may be hidden from view by the snow. Mark skylights, roof drains, vents and other hazards or obstructions so that workers will be able to see and avoid them.	
Develop a plan for keeping all roof access points clear of snow.	
Teach workers the warning signs of overexposure and hypothermia.	
Read, understand and follow all manufacturers' instructions for the safe use of snow blowers and similar mechanical equipment.	
Develop a plan to ensure that powered equipment is not used within 10 feet of any roof edge.	
Check with a roofing contractor before using mechanized equipment on the roof to ensure the equipment will not damage roof membrane.	
Instruct workers on snow covered roofs to operate equipment at reduced speeds due to slippery roof conditions.	