



ASBESTOS REPORT REGISTER & MANAGEMENT PLAN

Report Commissioned By: The Scout Association of Australia, Qld Branch

Date of Inspection: 29/05/2017

Review Required: May 2018

Name of Technician: Anthony Benn

For the Property at: Seonee Park Scout Group

Rockhampton-Yeppoon Road ROCKHAMPTON Q 4701



AHI PTY LTD

1300 141 662

Head Office

PO Box 6091

Logan Central Q 4114

Asbestos Consultants

E: info@ahiasbestos.com.au

W: www.ahiasbestos.com.au

ABN: 42 157 923 683

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DOCUMENT CONTROL

Date	Revision Details	Revised by:
15/03/2016	Original inspection by AHI	Anthony Benn
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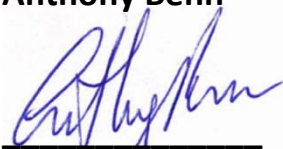
Satisfaction Guarantee

AHI Pty Ltd and our inspectors are totally dedicated to protecting the occupants of buildings, including visitors, and pets and we are so proud of our service that we guarantee we will not rest until you are 100% satisfied with your report and findings.



This report was compiled on behalf of AHI

By: **Anthony Benn**



On: 13 July 2017

Company Insurances

TYPE	INSURED WITH	POLICY NO:	EXPIRY
Public Liability	CGU Insurance Limited	15T2860494	06/08/2017
Professional indemnity	Sterling Insurance	15080053	06/08/2017
WorkCover	WorkCover Qld	WCA131131660	30/06/2018

SUMMARY

No of Levels:	Single Levels
Roof:	Metal
Floor:	Timber and Concrete
External Walls:	Cement Sheeting, Timber, Metal and Brick
Scope:	<p>Visual inspection of the building and associated property for the purpose of identifying asbestos containing materials without any destructive measures.</p> <p>No sampling has been carried out on this site and all suspect items to be included in the report as "Assumed" to contain asbestos.</p>
General Condition:	<p>The buildings are in Fair condition for the age and use.</p> <p>There are 7 items that require Remedial Works. The details can be found from Page 6 in this report.</p>
Re-Inspection Conditions	<p>A re-inspection has been carried out on the previously identified items in the report supplied by the client.</p> <p>If any additional items were identified while the inspector was on site on route to or in the areas requiring the re-inspection, the additional items will be added to the Register of Items.</p>

This Asbestos Safety Report is a legislative requirement for Commercial properties constructed prior to 01/01/2004 and the inspection has been carried out with the express purpose of identifying accessible items that could possibly contain asbestos and on identification, provide recommendations and advise of the safety and maintenance of the items found containing or possibly containing asbestos.

No Air Monitoring was requested or conducted or required, as this was a visual assessment only with no demolition or removal.

SITE & BUILDING PHOTOS



Findings:

- Non-Friable Bonded Asbestos Identified YES
- Friable Asbestos Identified YES
- Sample Collected while on site NO
- Samples analysed at laboratory NO
- Remedial Works Required YES
- Visual Inspection Only YES
- Destructive Inspection Incorporated NO
- All areas were accessed YES
- As this a review of previously identified items, no inspection has been carried out to any area of the property not previously identified as containing asbestos.
- Areas in "in accessible" areas have not been included in this report. This includes any areas that cannot be seen from a visual inspection not requiring demolition work.
 - No furniture, stock or other items have been moved during this inspection
 - No carpet or floor coverings have been lifted during this inspection
 - No walls, ceilings or paneling has been removed during this inspection





Required Action:




- Read and familiarise yourself with this report;
- Print the Certificate of Compliance and displayed at the building entrance along with other business certificates (registration of business etc.);
- Identify if any works that are required, this will be documented in the Remedial Works section on the following page;
- Implement the recommendation to rectify the items identified in the Remedial Works at the earliest opportunity;
- Carry out training as per Sections 3;
- Ensure the training register is completed – Section 3d
- Are there any additional Management Decision resulting from the findings? Document these in Section 4 and action accordingly;
- Complete the table of Responsibilities on Section 7 and action accordingly.

Required Remedial Works:

- Remedial Works are required on the following items which are also listed within the following register

The items below require some attention to return them to a safe condition.
Each of these items have been identified within the register with a "Yes"

Photographic Evidence	Details of Required Action
	<p>Location: Bunk House Internal</p> <p>Concern: Gable Ends and Infill panels above Doorways are unpainted.</p> <p>Recommendation: Paint Panels and Gables.</p>
	<p>Location: Bunk House Internal</p> <p>Concern: Patch on Floor is unpainted.</p> <p>Recommendation: Paint panel. Or Remove.</p>
	<p>Location: Bunk House Internal (Rear Right Cubicle)</p> <p>Concern: Sheeted walls are unpainted and one panel has damage.</p> <p>Recommendation: Paint raw edges, patch holes and paint.</p>
	<p>Location: Bunk House Internal</p> <p>Concern: Louvers are unpainted.</p> <p>Recommendation: Paint Louvers.</p>

Photographic Evidence	Details of Required Action
	<p>Location: Amenities Block External</p> <p>Concern: Walls are damaged with holes that have exposed material.</p> <p>Recommendation: Paint raw edges, patch holes and paint.</p>
	<p>Location: Amenities Block Hallway</p> <p>Concern: Damage to ceiling panel with exposed edges.</p> <p>Recommendation: Paint raw edges, patch holes and paint.</p>
	<p>Location: Old Toilet</p> <p>Concern: Walls are in poor condition and unpainted.</p> <p>Recommendation: Paint walls or remove building.</p>

CERTIFICATE OF COMPLIANCE

To ensure full compliance with the current legislative requirement, a notice is required at the entrance to the building.

We have provided a building compliance notice on the following page which is imbedded with this sites personal QR code for quick and easy access to the current report and site photos.

It is recommended that the following page be printed out and the notice displayed at the entrance of the building along with other business certificates and registrations.

Certificate of Compliance

An Asbestos Report is available for this property.

To review the report
Please scan the following QR code.

*Seeonee Park Scout Group
Rockhampton-Yeppoon Road
ROCKHAMPTON Q 4701*



Inspection and Report by AHI:



P: 1300 141 662

E: info@ahiasbestos.com.au

W: www.ahiasbestos.com.au

A handwritten signature in blue ink, which appears to read 'Anthony Benn', is positioned above a horizontal line.

Anthony Benn
Director
13 July 2017



ASBESTOS MANAGEMENT PLAN

An asbestos management plan helps people with management and control of buildings and other relevant structures to prevent exposure to airborne asbestos fibres by their staff and site visitors. This person must take reasonable steps to label and record asbestos in a register and inform everyone on the premises where asbestos is present, the consequences of exposure to asbestos and other appropriate control measures.

<http://www.deir.qld.gov.au/asbestos/know-where/asbestos-management-plans.htm>

This Report, Register and Management Plan will set out clear aims, stating what is going to be done, when it is going to be done, and how it is going to be done. Included in the plan and contained within this report are:

1. Register of Asbestos Items
2. Details of maintenance or service work on the asbestos including:
 - a. who performed the work
 - b. the dates it was done
 - c. the scope of the work
 - d. any clearance certificates
3. Risk to Occupants - how people at risk are informed about asbestos in the workplace, the risks they pose and the control measures in place
4. Decisions about management options and the reasons for these decisions
5. Timetable for action, including priorities and dates for reviewing risk assessments and specific circumstances that may affect the timetable
6. Monitoring arrangements
7. Responsibilities of people involved in the plan
8. Training arrangements for workers and contractors
9. Procedure for reviewing and updating the management plan and the register of asbestos, including a timetable
10. Safe work methods.

Current Legislation and Codes of Practice

<http://www.deir.qld.gov.au/asbestos/general/legislation-and-codes-of-practice.htm>

Asbestos is managed and controlled in Queensland by 10 main statutes and two codes of practice. These are administered by state government agencies and [local councils](#).

Work health and Safety Legislation regulates the management, control and removal of asbestos in the workplace (including residential premises which are a 'workplace' when work is undertaken by a contractor).

[Work Health and Safety Act 2011](#) (PDF, 1.42 MB) (WHS Act)

[Work Health and Safety Regulation 2011](#) (PDF, 2.53 MB) (WHS Regulation)

[Code of Practice: How to Safely Remove Asbestos](#)

[Code of Practice: How to Manage and Control Asbestos in the Workplace.](#)



1 - Register of Asbestos Items




The following register lists items identified within the property and should be read in conjunction with the legend to the right.






SAMPLE ANALYSIS






No samples have been collected during the inspection.



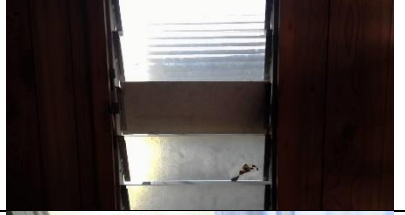


LEGEND






		Condition		Risk Level		Content		Sampling			
F	Friable	G	Good	L	Low	CHR	Chrysotile	S	Sample taken from here		
NF	Non-Friable	N	Normal	M	Medium	AMO	Amosite	R	Sample referenced to another location		
		P	Poor	H	High	CRO	Crocidolite	A	Assumed Asbestos – no sample taken		
		VP	Very Poor	I	Immediate	SMF	Synthetic Mineral Fibre				
This legend should be read in conjunction with the following Register of Items								NAD	No Asbestos Detected	Y	YES – details are outlined in the Summary – Remedial Works
								ORG	Organic Fibres Detected		
								AA	Assumed Asbestos – no sample taken	N	NO remedial works are required at this time






Floor Level	Location	Area	Type of Material	Type	Condition	Remedial Works	Risk Level	Sampling	Sample No.	Content	Photographic Evidence
GL	Bunk House – External of building	Walls	Fibre Cement Sheeting Flat	NF	P	Yes	M	A	-	AA	
29/05/2017 Re-Inspection		This item has had works carried out and is now in Good Condition. The Risk Rating has been lowered accordingly.			G	No	L	A	-	AA	
GL	Bunk House – External of building	Walls	Cover Strips - Fibre Cement Stripping	NF	P	Yes	M	A	-	AA	






Floor Level	Location	Area	Type of Material	Type	Condition	Remedial Works	Risk Level	Sampling	Sample No.	Content	Photographic Evidence
29/05/2017 Re-Inspection		This item has had works carried out and is now in Good Condition. The Risk Rating has been lowered accordingly.			G	No	L	A	-	AA	
GL	Bunk House – External of building	Gable Ends	Fibre Cement Sheeting Flat	NF	G	No	L	A	-	AA	
29/05/2017 Re-Inspection		There has been no change in the condition of this item.			G	No	L	A	-	AA	
GL	Bunk House – Internal	Infill Panels above Doorways	Fibre Cement Sheeting Flat	NF	N	Yes	M	A	-	AA	
29/05/2017 Re-Inspection		There has been no change in the condition of this item.			N	Yes	M	A	-	AA	






Floor Level	Location	Area	Type of Material	Type	Condition	Remedial Works	Risk Level	Sampling	Sample No.	Content	Photographic Evidence
GL	Bunk House – Internal	Gable Ends	Fibre Cement Sheeting Flat	NF	N	Yes	M	A	-	AA	
29/05/2017 Re-Inspection		There has been no change in the condition of this item.			N	Yes	M	A	-	AA	
GL	Bunk House – Internal (Rear Right Cubicle)	Rear and Right Walls (Sheeted)	Fibre Cement Sheeting Flat	NF	N	Yes	M	A	-	AA	
29/05/2017 Re-Inspection		There has been no change in the condition of this item.			N	Yes	M	A	-	AA	
GL	Bunk House – Internal (Rear Right Cubicle)	Patch on Floor	Fibre Cement Sheeting Flat	NF	N	Yes	M	A	-	AA	






Floor Level	Location	Area	Type of Material	Type	Condition	Remedial Works	Risk Level	Sampling	Sample No.	Content	Photographic Evidence
	29/05/2017 Re-Inspection	There has been no change in the condition of this item.			N	Yes	M	A	-	AA	
GL	Bunk House – Internal	Louvers	Fibre Cement Sheeting Flat	NF	N	Yes	M	A	-	AA	
	29/05/2017 Re-Inspection	There has been no change in the condition of this item.			N	Yes	M	A	-	AA	
GL	Bunk House – Internal (Front Left Cubicle)	Infill Panel under Window	Fibre Cement Sheeting Flat	NF	G	No	L	A	-	AA	
	29/05/2017 Re-Inspection	There has been no change in the condition of this item.			G	No	L	A	-	AA	






Floor Level	Location	Area	Type of Material	Type	Condition	Remedial Works	Risk Level	Sampling	Sample No.	Content	Photographic Evidence
GL	Female Toilet Demountable – Laundry	Floor	Vinyl Sheet Backing	F	G	No	L	A	-	AA	
29/05/2017 Re-Inspection		There has been no change in the condition of this item.			G	No	L	A	-	AA	
GL	Old Toilet Block – External	Walls	Fibre Cement Sheeting Flat	NF	N	Yes	M	A	-	AA	
29/05/2017 Re-Inspection		There has been no change in the condition of this item.			N	Yes	M	A	-	AA	
GL	Old Toilet Block – Hallway	Walls	Fibre Cement Sheeting Flat	NF	G	No	L	A	-	AA	






Floor Level	Location	Area	Type of Material	Type	Condition	Remedial Works	Risk Level	Sampling	Sample No.	Content	Photographic Evidence
	29/05/2017 Re-Inspection	There has been no change in the condition of this item.			G	No	L	A	-	AA	
GL	Old Toilet Block – Hallway	Ceiling	Fibre Cement Sheeting Flat	NF	N	Yes	M	A	-	AA	
	29/05/2017 Re-Inspection	There has been no change in the condition of this item.			N	Yes	M	A	-	AA	
GL	Old Toilet Block – Hallway	Entry Dividers	Fibre Cement Sheeting Flat	NF	P	Yes	M	A	-	AA	
	29/05/2017 Re-Inspection	There has been no change in the condition of this item.			P	Yes	M	A	-	AA	


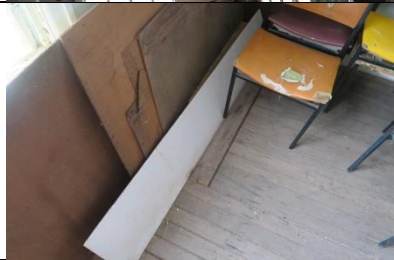



Floor Level	Location	Area	Type of Material	Type	Condition	Remedial Works	Risk Level	Sampling	Sample No.	Content	Photographic Evidence
GL	Old Toilet Block – Male Toilets	Walls	Fibre Cement Sheeting Flat	NF	G	No	L	A	-	AA	
29/05/2017 Re-Inspection		There has been no change in the condition of this item.			G	No	L	A	-	AA	
GL	Old Toilet Block – Male Toilets	Ceiling	Fibre Cement Sheeting Flat	NF	G	No	L	A	-	AA	
29/05/2017 Re-Inspection		There has been no change in the condition of this item.			G	No	L	A	-	AA	
GL	Old Toilet Block – Male Toilets	Floor	Vinyl Sheet Backing	F	G	No	L	A	-	AA	






Floor Level	Location	Area	Type of Material	Type	Condition	Remedial Works	Risk Level	Sampling	Sample No.	Content	Photographic Evidence
	29/05/2017 Re-Inspection	There has been no change in the condition of this item.			G	No	L	A	-	AA	
GL	Old Toilet Block – Male Toilets	Cubicle Dividers	Compressed Fibre Cement Sheeting	NF	G	No	L	A	-	AA	
	29/05/2017 Re-Inspection	There has been no change in the condition of this item.			G	No	L	A	-	AA	
GL	Old Toilet Block – Male Toilets	Shower Paneling	Fibre Cement Sheeting Flat	NF	G	No	L	A	-	AA	
	29/05/2017 Re-Inspection	There has been no change in the condition of this item.			G	No	L	A	-	AA	






Floor Level	Location	Area	Type of Material	Type	Condition	Remedial Works	Risk Level	Sampling	Sample No.	Content	Photographic Evidence
GL	Old Toilet Block – Female Toilets	Walls	Fibre Cement Sheeting Flat	NF	G	No	L	A	-	AA	
29/05/2017 Re-Inspection		There has been no change in the condition of this item.			G	No	L	A	-	AA	
GL	Old Toilet Block – Female Toilets	Ceiling	Fibre Cement Sheeting Flat	NF	G	No	L	A	-	AA	
29/05/2017 Re-Inspection		There has been no change in the condition of this item.			G	No	L	A	-	AA	
GL	Old Toilet Block – Female Toilets	Ceiling (Over Sowers)	Fibre Cement Sheeting Flat	NF	G	No	L	A	-	AA	






Floor Level	Location	Area	Type of Material	Type	Condition	Remedial Works	Risk Level	Sampling	Sample No.	Content	Photographic Evidence
	29/05/2017 Re-Inspection	There has been no change in the condition of this item.			G	No	L	A	-	AA	
GL	Old Toilet Block – Female Toilets	Floor	Vinyl Sheet Backing	NF	G	No	L	A	-	AA	
	29/05/2017 Re-Inspection	There has been no change in the condition of this item.			G	No	L	A	-	AA	
GL	Old Toilet Block – Female Toilets	Cubicle Dividers	Compressed Fibre Cement Sheeting	NF	G	No	L	A	-	AA	
	29/05/2017 Re-Inspection	There has been no change in the condition of this item.			G	No	L	A	-	AA	




Floor Level	Location	Area	Type of Material	Type	Condition	Remedial Works	Risk Level	Sampling	Sample No.	Content	Photographic Evidence
GL	Old Toilet Block – Female Toilets	Shower Paneling	Fibre Cement Sheeting Flat	NF	G	No	L	A	-	AA	
29/05/2017 Re-Inspection		There has been no change in the condition of this item.			G	No	L	A	-	AA	
GL	Den – External of building	Entry Soffit / Eaves	Fibre Cement Sheeting Flat	NF	G	No	L	A	-	AA	
29/05/2017 Re-Inspection		There has been no change in the condition of this item.			G	No	L	A	-	AA	
GL	Den – Entry	Ceiling	Fibre Cement Sheeting Flat	NF	G	No	L	A	-	AA	

Floor Level	Location	Area	Type of Material	Type	Condition	Remedial Works	Risk Level	Sampling	Sample No.	Content	Photographic Evidence
	29/05/2017 Re-Inspection	There has been no change in the condition of this item.			G	No	L	A	-	AA	
GL	Den – Entry	Spare Panel on Floor	Fibre Cement Sheeting Flat	NF	N	Yes	M	A	-	AA	
	29/05/2017 Re-Inspection	There has been no change in the condition of this item.			N	Yes	M	A	-	AA	
GL	Den – Hall	Wall	Bakelite Switches	NF	G	No	L	A	-	AA	
	29/05/2017 Re-Inspection	There has been no change in the condition of this item.			G	No	L	A	-	AA	






Floor Level	Location	Area	Type of Material	Type	Condition	Remedial Works	Risk Level	Sampling	Sample No.	Content	Photographic Evidence
GL	Den – Hall	Electrical Fuse Board	Backing Board - Black	NF	G	No	L	A	-	AA	
29/05/2017 Re-Inspection		There has been no change in the condition of this item.			G	No	L	A	-	AA	
GL	Den – Hall	Electrical Fuse Board	Bakelite Switches	NF	G	No	L	A	-	AA	
29/05/2017 Re-Inspection		There has been no change in the condition of this item.			G	No	L	A	-	AA	
GL	Den – Hall	Electrical Fuse Board – Internal Lining	Fibre Cement Sheeting Flat	NF	G	No	L	A	-	AA	






Floor Level	Location	Area	Type of Material	Type	Condition	Remedial Works	Risk Level	Sampling	Sample No.	Content	Photographic Evidence
	29/05/2017 Re-Inspection	There has been no change in the condition of this item.			G	No	L	A	-	AA	
GL	Den – Hall	Wall	Bakelite Switch	NF	G	No	L	A	-	AA	
	29/05/2017 Re-Inspection	There has been no change in the condition of this item.			G	No	L	A	-	AA	
GL	Den – Kitchen	Floor	Vinyl Sheet Backing	F	G	No	L	A	-	AA	
	29/05/2017 Re-Inspection	There has been no change in the condition of this item.			G	No	L	A	-	AA	






Floor Level	Location	Area	Type of Material	Type	Condition	Remedial Works	Risk Level	Sampling	Sample No.	Content	Photographic Evidence
GL	Den – Leader’s Room	Ceiling	Fibre Cement Sheeting Flat	NF	G	No	L	A	-	AA	
29/05/2017 Re-Inspection		There has been no change in the condition of this item.			G	No	L	A	-	AA	
GL	Old Toilet – External	Walls	Fibre Cement Sheeting Flat	NF	N	Yes	M	A	-	AA	
29/05/2017 Re-Inspection		There has been no change in the condition of this item.			N	Yes	M	A	-	AA	
GL	Old Toilet – Internal	Walls	Fibre Cement Sheeting Flat	NF	N	Yes	M	A	-	AA	






Floor Level	Location	Area	Type of Material	Type	Condition	Remedial Works	Risk Level	Sampling	Sample No.	Content	Photographic Evidence
	29/05/2017 Re-Inspection	There has been no change in the condition of this item.			N	Yes	M	A	-	AA	
GL	Equipment Shed – External	Wall Beside Storeroom	Fibre Cement Sheeting Flat	NF	G	No	L	A	-	AA	
	29/05/2017 Re-Inspection	There has been no change in the condition of this item.			G	No	L	A	-	AA	






The following items DO NOT contain Asbestos

Floor Level	Location	Area	Type of Material	Type	Condition	Remedial Works	Risk Level	Sampling	Sample No.	Content	Photographic Evidence
GL	Bunk House— Under Building	Spare Panels store under building	Fibre-Cement Sheeting Flat	NF	N	Yes	M	A	-	AA	
29/05/2017 Re-Inspection		This item has been removed									
GL	Bunk House – External of building	Electrical Fuse Board	No Asbestos Detected	-	-	-	-	-	-	NAD	
GL	Bunk House – Internal	Walls, Ceiling and Floor	No Asbestos Detected	-	-	-	-	-	-	NAD	
GL	Male Toilet Demountable – External	Walls	No Asbestos Detected	-	-	-	-	-	-	NAD	

Floor Level	Location	Area	Type of Material	Type	Condition	Remedial Works	Risk Level	Sampling	Sample No.	Content	Photographic Evidence
GL	Male Toilet Demountable – Internal	Walls, Ceiling and Floor	No Asbestos Detected	-	-	-	-	-	-	NAD	
GL	Female Toilet Demountable – External	Walls	No Asbestos Detected	-	-	-	-	-	-	NAD	
GL	Female Toilet Demountable – External	Electrical Fuse Board	No Asbestos Detected	-	-	-	-	-	-	NAD	
GL	Female Toilet Demountable – Toilets / Shower	Walls, Ceiling and Floor	No Asbestos Detected	-	-	-	-	-	-	NAD	
GL	Female Toilet Demountable – Laundry	Walls and Ceiling	No Asbestos Detected	-	-	-	-	-	-	NAD	

Floor Level	Location	Area	Type of Material	Type	Condition	Remedial Works	Risk Level	Sampling	Sample No.	Content	Photographic Evidence
GL	Old Toilet Block – Hallway	Floor	No Asbestos Detected	-	-	-	-	-	-	NAD	
GL	Old Toilet Block – Male Toilets	Electrical Fuse Board	No Asbestos Detected	-	-	-	-	-	-	NAD	
GL	Den – External of building	Walls	No Asbestos Detected	-	-	-	-	-	-	NAD	
GL	Den – External of building	Walls	No Asbestos Detected	-	-	-	-	-	-	NAD	
GL	Den – Under Building	Grounds	No Asbestos Detected	-	-	-	-	-	-	NAD	

Floor Level	Location	Area	Type of Material	Type	Condition	Remedial Works	Risk Level	Sampling	Sample No.	Content	Photographic Evidence
GL	Den – Entry	Walls and Floor	No Asbestos Detected	-	-	-	-	-	-	NAD	
GL	Den – Hall	Walls, Ceiling and Floor	No Asbestos Detected	-	-	-	-	-	-	NAD	
GL	Den – Kitchen	Walls and Ceiling	No Asbestos Detected	-	-	-	-	-	-	NAD	
GL	Den – Computer Room	Walls, Ceiling and Floor	No Asbestos Detected	-	-	-	-	-	-	NAD	
GL	Den – Leader’s Room	Walls and Floor	No Asbestos Detected	-	-	-	-	-	-	NAD	

Floor Level	Location	Area	Type of Material	Type	Condition	Remedial Works	Risk Level	Sampling	Sample No.	Content	Photographic Evidence
GL	Old Toilet – Internal	Roof	No Asbestos Detected	-	-	-	-	-	-	NAD	
GL	Equipment Shed – External	Walls	No Asbestos Detected	-	-	-	-	-	-	NAD	
GL	Equipment Shed – External	Electrical Fuse Board	No Asbestos Detected	-	-	-	-	-	-	NAD	
GL	Equipment Shed – Internal	Walls, Ceiling and Floor	No Asbestos Detected	-	-	-	-	-	-	NAD	
GL	Yard	Grounds	No Asbestos Detected	-	-	-	-	-	-	NAD	



Where approved or requested, samples of suspect materials have been taken and analysed by a 3rd party NATA accredited laboratory. AHI Pty Ltd is not responsible for the accuracy of these results.

Where samples were not taken or approved and some items are assumed or suspected as containing asbestos, these items must be treated as if they do contain asbestos until proven otherwise by laboratory analysis.

1a - Sampling and Analysis Procedure

No Samples have been collected from this site and delivered to a NATA accredited laboratory for analysis.

As it is not financially viable to collect and analyse samples from every single item that is suspected as containing asbestos – I.e. one wall may contain many sheets – it is understood that possibly only one (1) sample may have been taken from a wall and this sample may be used to represent other walls within the room and possibly the building (depending on the construction type).

Samples have been collected in accordance with the client's requirements and request and in accordance with the current Health & Safety Legislation.

When a sample is collected, a small piece of the item is cut or scraped from a location that is as inconspicuous as possible – behind a door, directly above a window frame, in a corner, in a place that is already damaged etc. The small area is then immediately sealed with PVA glue to ensure there is no undue fibre release or health risk.



The samples were fully contained within 2 sealed plastic bags.

All approved samples are then sent directly to the NATA accredited laboratory.



Test Method as defined by the laboratory: Qualitative identification of asbestos types in bulk samples at the laboratory by polarized light microscopy, including dispersion staining techniques us in-house methods No. 1 AS4964 (2004) and NATA accreditation No. 15172.

Where samples have not been taken or approval for analysis has not been granted, it must be assumed that suspect materials do contain asbestos and the appropriate measures taken in accordance with the legislative requirements. These suspect items must be treated as containing asbestos materials until proven otherwise.

If renovations are to take place in the future, it is recommended that each item listed, including each sheet identified, be sampled and tested individually prior to any renovations, or if not sampled, each must be treated as containing asbestos and removed in accordance with the current legislation by a licensed removalist.

If samples have been analysed at the laboratory, the follow page will contain a certificate of analysis recording the independent results.



1b - Laboratory Analysis Certificate

NOT APPLICABLE

1c - Recommendations

Under the current legislation there is no requirement for regular reviews of any identified items on domestic or residential building that are not being used as a workplace.

- In accordance with relevant Work Health and Safety Acts and Regulations, the owner of the building should give a copy of this AMRR to any contractor or employee engaged to undertake any maintenance, building, refurbishment or demolition work on this site, prior to commencement of any works.
- The building owner/ controller should ensure that any contractor performing any work on ACM (Asbestos Containing Material) develops a written Workplace Health and Safety Plan and abides by the regulations contained within the Work Health and Safety Act.
- Install warning labels to items that contain asbestos – this is not mandatory for residential buildings, however it is recommended for future identification purposes.
- Avoid damage and abrasion of any ACM.
- Regularly monitor the condition of any ACM.
- If any suspect materials are discovered or uncovered at a later date and are not listed on the register, please call AHI Pty Ltd on 1300 141 662 to undertake sample analysis and update of the register if required.

ASBESTOS CEMENT MATERIALS

- Asbestos cement materials; i.e.: asbestos cement sheeting, vinyl tiles, asbestos cement piping etc. should not be cut, sanded or broken as this will result in the release of asbestos fibres.
- Asbestos cement materials and its edges should be fully sealed by way of paint or other product to ensure asbestos fibres are not released.
- Any broken pieces with exposed edges should have those edges treated immediately.
- Asbestos cement materials must not be reused for any purpose.
- Asbestos cement materials must not be cleaned by scrubbing or with high-pressure water cleaners.
- Any loose asbestos material from broken asbestos cement materials that has been allowed to fall, must be cleaned by way of a vacuum cleaner for asbestos removal by a licensed asbestos removalist.

BAKELITE LIGHT FITTINGS

- As there is little risk with this material, removal should not be necessary.
- Contractors should be made aware that the switches and/or fittings may contain asbestos and adequate precautions should be taken not to break these items.
- When work is required on the switches and fittings, then it should be replaced with a new switch or fitting.
- The old switch or fitting must be disposed of in accordance with the relevant Workplace Health and Safety Regulations.

SPECIFIC RECOMMENDATIONS

- See Required Action in the Summary section at the front of this report for requirements and photographic evidence of any issues identified on site at the time of the inspection.

1d - Renovation and Demolition



It is recommended that works be carried out by licensed contractors with asbestos experience ensuring that that contractor is fully insured for your protection.

When sourcing quotes from companies to carry out any renovation or demolition work, it is advised to request a copy of their insurances – Public Liability, Professional Indemnity (and to make sure that the insurance stated that it covers asbestos removal or handling specifically) and their Workcover certificate of currency.

Also ask for a copy of their asbestos license. If your contractor cannot provide all of these, find someone who can or you will not have any protection and recourse on the contractor should the unthinkable happen and the contractor contaminates your house or yard or exposes you, your family and pets to danger.

Our advice is to not take the chance with asbestos and to only use contractors who follow the legislation – it will be worth it in the end.

AHI recommend sourcing reliable contractors through established bodies like the Asbestos Industry Association – commonly know as the AIA.

See their website at <http://www.asbestosindustry.asn.au>

- Removal of 10m² or more of Bonded asbestos materials requires a minimum of an “B” Class removal license.
- Removal of any friable asbestos materials must be undertaken by an “A” Class licensed removalist.
- If any suspect materials are discovered and are not listed on the register, please call AHI Pty Ltd on 1300 141 662 to undertake sample analysis and update of the register if required.



When renovating or demolishing buildings, it should be understood that there may be hidden asbestos within areas of the building. Typically this may include, but not limited to the following items and areas that have been listed. When requesting specifications and quotations for renovations and demolition, it is advisable to include clauses to protect the building owner from additional costs if such hidden asbestos is located during demolition works.

- Vinyl tiles or sheeting under carpets;
- Asbestos cement sheeting used as packing behind doors and window jambs and framing;
- Asbestos cement sheeting used as packing to floor joists and bearers;
- Original asbestos cement sheeting to ceilings above newly installed ceilings, behind tiles or new walls and under floor coverings;
- Lagging to pipes wholly contained within wall or ceiling cavities;
- And many other concealed locations not visible without demolition of the area.



1e - Asbestos Removal

It is AHI's recommendation that only workers and contractors with asbestos experience and training be utilised to work on or around ACM.

- Removal of more than 10m² of non-friable ACM must be carried out by a licensed "B" Class Removalist.
- Removal of any form of friable ACM must be carried out by a licensed "A" Class Removalist.

1f - License Requirements for Removal

Licensed asbestos removal work must be supervised by a person nominated by the licensed asbestos removalist to WHSQ during the application process. The nominated asbestos removal supervisor must meet the prescribed competency requirements and must be:

- present at the asbestos removal area whenever the asbestos removal work is being carried out (if the asbestos removal work requires a class A asbestos removal license)
- readily available to a competent worker carrying out asbestos removal work (if the asbestos removal work requires a class B asbestos removal license).

Licenses required for "A" Class Friable Removal:

- CPCCE3015A *Remove friable asbestos*
- CPCBC4051A *Supervise asbestos removal.*

Licenses required for "B" Class Non-Friable Removal:

- CPCCE3014A *Remove non-friable asbestos*
- CPCBC4051A *Supervise asbestos removal*

1g - Clearance after Removal

Clearance by a qualified independent company must be obtained at the completion of any licensed removal work.

1h - What is a clearance inspection?

A clearance inspection is an inspection of an area after licensed asbestos removal work has been completed to verify that it is safe for re-occupation. A clearance inspection must include a visual inspection and may include air monitoring if requested or if the removal was for friable materials.

1i - What is a clearance certificate?

A clearance certificate is documented proof that the removal has been satisfactorily completed and the assessor is satisfied that the asbestos removal area and the area immediately surrounding it are free from visible asbestos contamination. This certificate must be provided in writing by the licensed asbestos assessor or competent person who carries out the clearance inspection following all licensed asbestos removal work.



1j - When is a clearance inspection required?

A clearance inspection is required when a person commissions licensed asbestos removal work to be carried out at a workplace. Licensed asbestos removal work is asbestos removal work which requires either a:

- class "A" asbestos removal license
- class "B" asbestos removal license.

A class "A" asbestos removal license is required for removal of friable asbestos or asbestos contaminated dust or debris (ACD) other than ACD which is either:
associated with the removal of non-friable asbestos; or
not associated with the removal of friable or non-friable asbestos and is only a minor contamination.

A class "B" asbestos removal license is required for either:
removal of more than 10 square metres of non-friable asbestos or asbestos containing material (ACM); or
ACD associated with the removal of more than 10 square metres of non-friable asbestos or ACM.

1k - Who is responsible for ensuring the clearance inspection is carried out?

The person who commissions the licensed asbestos removal work is responsible for ensuring the clearance inspection is carried out after the work is completed.

This is also necessary for domestic premises - the licensed asbestos removalist is responsible for ensuring the clearance inspection is carried out.

1l - Who can carry out a clearance inspection and issue a clearance certificate?

An independent licensed asbestos assessor must carry out the clearance inspection for asbestos removal work.

'Independent' in relation to the inspection being conducted means:

- not involved in the removal of the asbestos
- not involved in a business or undertaking involved in the removal of the asbestos.

2 – Maintenance & Service Work Details

A record of work is to be kept for all maintenance and service work carried out on or around asbestos containing materials, this include the removal of asbestos.

It is recommended that the contractor, service or maintenance personal carrying out the task, complete one of the tables below which will ensure compliance with legislation.

If a contractor, service or maintenance person supplies their own written work details, it is recommended to attach a copy to this page for complete record maintenance.

Work performed by (Company name):			
Date work was completed:	/ /	Clearance Certificate Issued:	Yes / No
Scope of work performed:			
Contractors Name:		Contractors Signature:	/ /

Work performed by (Company name):			
Date work was completed:	/ /	Clearance Certificate Issued:	Yes / No
Scope of work performed:			
Contractors Name:		Contractors Signature:	/ /

Work performed by (Company name):			
Date work was completed:	/ /	Clearance Certificate Issued:	Yes / No
Scope of work performed:			
Contractors Name:		Contractors Signature:	/ /

Work performed by (Company name):			
Date work was completed:	/ /	Clearance Certificate Issued:	Yes / No
Scope of work performed:			
Contractors Name:		Contractors Signature:	/ /

3 - Risk to Occupants and Training including Contractor

How to inform occupants of the risk of asbestos on the premises

- Read the report
- Identify if any works are required – this will be documented in the Summary – Required Action
- Hold a meeting
- Explain that an inspection had been carried out by professional assessors
- The findings are contained within this Report
- Read through each of the items
- The details of the findings are contained within section 1 and each person should take the time to familiarise themselves with the contents
- The report is available for everyone to read on site at any time
- Ensure each staff member or occupant then signs a register as acknowledgement that they have received the training and are aware of the content of the report; the location of the ACM on site and what to do in case of damage.

If there are any questions, the assessors can be contacted directly on 1300 141 662.

If on-site training is requested or required, please contact the AHI office on 1300 141 662.

The risk of exposure is in accordance with the rating assigned to each item by the assessor at the time of the inspection. The risk rating is calculated by assessing:

- The current condition of the item
- Where the item is located
- What it is being used for
- The potential for future damage

Health Risk

Low

Unlikely to release airborne respirable asbestos fibre and if not disturbed constitutes negligible risk to health.

Medium

Low levels of airborne respirable asbestos fibre possible. Elevated health risk possible with prolonged exposure however if not disturbed generally results in minimal exposure, which constitutes negligible risk to health.

High

Elevated levels of airborne respirable asbestos fibre possible. Elevated health risk possible with prolonged exposure however minimal exposure generally constitutes negligible risk to health.

Immediate

Elevated levels of airborne respirable asbestos fibre probable. Elevated health risk probable with prolonged exposure. Requires immediate action to remove or make safe.

3a - Training for Workers

Workers carrying out asbestos-related work (non-removal) must be trained in identifying asbestos and safe handling and suitable control measures for working with asbestos.

<http://www.deir.qld.gov.au/asbestos/removal/asbestos-related-work/induction-and-safety-training-for-unlicensed-work.htm>

Workers carrying out asbestos removal work for a class A or class B asbestos removal license holder must hold a certificate for the unit of competency for the type of asbestos removal work being carried out.

<https://www.worksafe.qld.gov.au/injury-prevention-safety/asbestos/asbestos-removal-and-licensing/training-requirements>

If there are any questions, the assessors can be contacted directly on 1300 141 662.

If on-site training is requested or required, please contact the AHI office on 1300 141 662.

3b – Controlling the Risk

If there are any recommendation in the register or outlined in the Summary – Required Action, plans need to be put into place to implement at the earliest opportunity.

If damage occurs to any of the listed items, follow the procedures set out in 1c - Recommendations.

The review of the identified items should be carried out in accordance with the risk ratings and recommendations given by the assessor.



3c - Restricted Access Permit

RESTRICTED AREA: _____

Access required by:

Company Name	
Address	
Staff / Personnel - Names	

Site Address: Rockhampton-Yeppoon Road ROCKHAMPTON Q 4701

PERMIT VALID FROM: Time: _____ am/pm Date: ____/____/____

PERMIT VALID TO: Time: _____ am/pm Date: ____/____/____

Reason for Access:	
Asbestos Containing Material:	
Warning Signs/Barriers Required:	
Special Conditions:	
Work & Access Requirements:	No access is to be gained into the area without a minimum of a P2 half mask and disposable coveralls.
Reporting Requirements	Asbestos Report to be updated with work carried out – a copy of the contractor's detailed invoice attached to the report will suffice. Updated Asbestos Report to be made available for future asbestos reviews and to any contractor requiring access to the area.

CONTRACTOR ACKNOWLEDGMENT: I understand the above instructions and undertake to carry out all work in accordance with the above instructions and the requirements of the Workplace Health and Safety Act and Regulation 2011 and relevant Codes of Practice. I have received instruction on Fire evacuation and Safety procedures.

Contractor/Supervisor: Name: _____ Signature: _____

Company: _____

Time: _____ am/pm Date: ____/____/____

ACCESS AUTHORISATION: Access to this Restricted Area is authorized according to the conditions of this Permit.

Nominated Officer: Name: _____ Signature: _____

Time: _____ am/pm Date: ____/____/____

CANCELLATION OF ACCESS: Satisfactory completion of work is acknowledged. The workplace has been left in a clean and tidy condition.

Nominated Officer: Name: _____ Signature: _____

Time: _____ am/pm Date: ____/____/____

Asbestos Materials Report has been updated: Yes _____ No _____

3d – Staff / Occupant Training Register

The register on the following page can be used, replicated or changed to suit your requirements.

As it is a legislative requirement to provide training for staff and occupants, it is recommended that a register be kept of all training for staff and occupants as outlined in Section 3.

3e - How to inform Staff / Occupants of the risk of asbestos on the premises

- Read the report
- Identify if any works are required – this will be documented in the Summary – Required Action
- Hold a meeting
- Explain that an inspection had been carried out by professional assessors
- The findings are contained within this Report
- Read through each of the items
- The details of the findings are contained within Section 1 and each person should take the time to familiarise themselves with the contents
- The report is available for everyone to read on site at any time
- Ensure each staff member or occupant then signs a register as acknowledgement that they have received the training and are aware of the content of the report; the location of the ACM on site and what to do in case of damage – a Training Register has been supplied on the following page.



TRAINING REGISTER (3d)

Rockhampton-Yeppoon Road ROCKHAMPTON Q 4701

Date of Training	Name of Trainee	Asbestos Awareness	Register Viewed	Signature of Trainee	Name of Trainer	Signature of Trainer
/ /		Yes / No	Yes / No			
/ /		Yes / No	Yes / No			
/ /		Yes / No	Yes / No			
/ /		Yes / No	Yes / No			
/ /		Yes / No	Yes / No			
/ /		Yes / No	Yes / No			
/ /		Yes / No	Yes / No			
/ /		Yes / No	Yes / No			
/ /		Yes / No	Yes / No			
/ /		Yes / No	Yes / No			
/ /		Yes / No	Yes / No			
/ /		Yes / No	Yes / No			
/ /		Yes / No	Yes / No			
/ /		Yes / No	Yes / No			
/ /		Yes / No	Yes / No			

3f – Contractor and Worker Training including Removal

Any worker or contractor working on ACM is required to have training.

It is AHI's recommendation that only workers and contractors with asbestos experience and training be utilised to work on or around ACM.

- Removal of more than 10m² of non-friable ACM must be carried out by a licensed "B" Class Removalist.
- Removal of any form of friable ACM must be carried out by a licensed "A" Class Removalist.

License Requirements for Removal

Licensed asbestos removal work must be supervised by a person nominated by the licensed asbestos removalist to WHSQ during the application process. The nominated asbestos removal supervisor must meet the prescribed competency requirements and must be:

- present at the asbestos removal area whenever the asbestos removal work is being carried out (if the asbestos removal work requires a class A asbestos removal license)
- readily available to a competent worker carrying out asbestos removal work (if the asbestos removal work requires a class B asbestos removal license).

Licenses required for "A" Class Friable Removal:

- CPCCE3015A *Remove friable asbestos*
- CPCBC4051A *Supervise asbestos removal.*

Licenses required for "B" Class Non-Friable Removal:

- CPCCE3014A *Remove non-friable asbestos*
- CPCBC4051A *Supervise asbestos removal*

Clearance after Removal

Clearance by a qualified independent company must be obtained at the completion of any licensed removal work.

What is a clearance inspection?

A clearance inspection is an inspection of an area after licensed asbestos removal work has been completed to verify that it is safe for normal use. A clearance inspection must include a visual inspection and may include air monitoring if requested or if the removal was for friable materials.

What is a clearance certificate?

A clearance certificate must be provided in writing by the licensed asbestos assessor or competent person who carries out the clearance inspection following licensed asbestos removal work.

A clearance certificate can only be issued if the licensed asbestos assessor or competent person is satisfied that:
the asbestos removal area and the area immediately surrounding it are free from visible asbestos contamination
if air monitoring was carried out as part of the clearance inspection, the monitoring shows asbestos fibre concentration is below 0.01 fibres/ml.



When is a clearance inspection required?

A clearance inspection is required when a person commissions licensed asbestos removal work to be carried out at a workplace. Licensed asbestos removal work is asbestos removal work which requires either a:

- class "A" asbestos removal license
- class "B" asbestos removal license.

A class "A" asbestos removal license is required for removal of friable asbestos or asbestos contaminated dust or debris (ACD) other than ACD which is either:
associated with the removal of non-friable asbestos; or
not associated with the removal of friable or non-friable asbestos and is only a minor contamination.

A class "B" asbestos removal license is required for either:
removal of more than 10 square metres of non-friable asbestos or asbestos containing material (ACM); or
ACD associated with the removal of more than 10 square metres of non-friable asbestos or ACM.

Who is responsible for ensuring the clearance inspection is carried out?

The person who commissions the licensed asbestos removal work is responsible for ensuring the clearance inspection is carried out after the work is completed. However, if the workplace is a domestic premise, the licensed asbestos removalist is responsible for ensuring the clearance inspection is carried out.

Who can carry out a clearance inspection and issue a clearance certificate?

An independent licensed asbestos assessor must carry out the clearance inspection for class "A" asbestos removal work.

An independent competent person must carry out a clearance inspection for class "B" asbestos removal work.

'Independent' in relation to the inspection being conducted means:

- not involved in the removal of the asbestos
- not involved in a business or undertaking involved in the removal of the asbestos.



4 – Management Decisions

The PCBU – Person with Control of the Business or Undertaking must decide on the best course of action regarding the asbestos on site. The options are:

- Leave the asbestos in situ and monitor the condition for any changes or damage
- Budget and plan for the total removal
- Budget and plan for staged removal

When any form of work on asbestos items, including partial or full removal is undertaken, one of the tables in Section 2 – Maintenance & Service Work Details should be completed.

If changes or damage occurs to any of the asbestos containing items on site, only trained personnel should have access to the area and rectify the situation. If no trained personnel are available, a fully licensed and insured removalist should be engaged.

If there are specific decisions made and actions required in accordance with individual policies, these should be recorded below and implemented in accordance with the planned time frame.

DECISION 1	
Specific Decision	
Action Required	
Required By:	
Actioned By:	
Date Actioned:	

DECISION 2	
Specific Decision	
Action Required	
Required By:	
Actioned By:	
Date Actioned:	

5 – Timetable for Action

Decisions	Action	Time Frame
Leave the asbestos in situ	Monitor the condition for any changes or damage. Review in accordance with risk rating	In accordance with risk rating
Change in condition	Access the risk, plan for rectification or monitor the item for further changes	Regular monitoring for changes, or make safe at the earliest opportunity after the change is discovered
Damage to item	Access the risk, plan for rectification, restrict access until rectification is complete	Make safe at the earliest opportunity after the damage is discovered
Specific decisions	In accordance with the actions stated in 4 – Management Decisions	In accordance with the decision made and time frame planned
Staged removal	Plan and budget if required	In accordance with plans and budget
Total removal	Plan and budget if required	In accordance with plans and budget

6 – Monitoring for Changes

All occupants are responsible for the monitoring of any changes to the asbestos items on site. If any changes are noticed or damage identified, this should be reported to a supervisor or management immediately so appropriate action can be taken to rectify the situation and ensure the safety of all occupants.

A review of the identified asbestos items as listed in 1 – Register of Asbestos Items should be undertaken as recommended by the assessor in accordance with the risk rating.

7 – Responsibilities

Consultation with section supervisors, staff or committee members should be undertaken to identify the appropriate person/s to facilitate the following roles and ensure the completion of that task.

The following sections highlighted in blue should be completed at the earliest opportunity.

Name	Responsibility	Action Required	Date Actioned
	Building signage	Install the Certificate of Compliance at the front of the building / office / reception / entry	
	Asbestos stickers	Install asbestos stickers to each item identified in 1 – Register of Asbestos Items	
	Management decisions	Implementation of recommendations (as required)	
	Management decisions	Specific decision identified in 4 – Management Decision implemented (as required)	
	Occupant / Staff consultation	Inform staff of the location of the Report and the contents	
	Occupant / staff Asbestos Awareness – in-house Training or	Train occupants / staff in how to read and understand the report, the requirements of the legislation, their responsibility, actions to take in case of exposure or breakage of ACM, and other items in accordance with legislation.	
	Occupant / staff Asbestos Awareness – outsourced Training	Call AHI on 1300 141 622 to carry out training for staff / occupants	
	Contractor Asbestos Awareness Training	Ensure only licensed contractor are engaged to work on ACM; ensure contractors have had access to and have read this Report; Ensure contractor complete a “sign in book”, or utilize the form in 8a – Works, Visitors & Contractors Register	
	Visitor Asbestos Awareness Training	Ensure only licensed contractor are engaged to work on ACM; ensure contractors have had access to and have read this Report; Ensure contractor complete a “sign in book”, or utilize the form in 8a – Works, Visitors & Contractors Register	

8 - Safe Work Methods

As a first priority, planning for the maintenance of asbestos at the workplace must include consideration of the removal of the asbestos as the most preferred control option. Where removed, products containing asbestos must be replaced with products that do not contain asbestos. Removal of asbestos products must be done in accordance with the *Code of Practice: How to Safely Remove Asbestos*.

Below are some recommended safe working methods that demonstrate how control measures can be used when asbestos is present at the workplace:

- Safe Work Method 1 – Drilling for asbestos-containing material
- Safe Work Method 2 – Sealing, painting, coating and cleaning of asbestos-cement products
- Safe Work Method 3 – Cleaning leaf litter from gutters of asbestos cement roofs
- Safe Work Method 4 – Replace cabling in asbestos cement conduits or boxes
- Safe Work Method 5 – Working on electrical mounting boards (switchboards) containing asbestos
- Safe Work Method 6 – Inspection of asbestos friction materials.

8a - Safe Work Method 1 – Drilling of ACM

The drilling of asbestos cement sheeting can release asbestos fibres into the atmosphere, so precautions must be taken to protect the drill operator and other persons from exposure to these fibres. A hand drill is preferred to a battery-powered drill, because the quantity of fibres is drastically reduced if a hand drill is used.

Equipment that may be required prior to starting work (in addition to what is needed for the task)	<ul style="list-style-type: none"> • A non-powered hand drill or a low-speed battery-powered drill or drilling equipment. Battery-powered drills should be fitted with a local exhaust ventilation (LEV) dust control hood wherever possible. If an LEV dust control hood cannot be attached and other dust control methods such as pastes and gels are unsuitable then shadow vacuuming techniques should be used • Disposable cleaning rags • A bucket of water, or more as appropriate, and/or a misting spray bottle • Duct tape • Sealant • Spare PPE • A thickened substance such as wallpaper paste, shaving cream or hair gel • 200 µm plastic sheeting • A suitable asbestos waste container (e.g. 200 µm plastic bags or a drum, bin or skip lined with 200 µm plastic sheeting) • Warning signs and/or barrier tape • An asbestos vacuum cleaner • A sturdy paper, foam or thin metal cup, or similar (for work on overhead surfaces only).
PPE	<ul style="list-style-type: none"> • Protective clothing and RPE (see AS1715, AS 1716). It is likely that a class P1 or P2 half face respirator will be adequate for this task, provided the recommended safe work procedure is followed.



<p>Preparing the asbestos work area</p>	<ul style="list-style-type: none"> • If the work is to be carried out at a height, appropriate precautions must be taken to prevent falls. • Ensure appropriately marked asbestos waste disposal bags are available. • Carry out the work with as few people present as possible. • Segregate the asbestos work area to ensure unauthorised personnel are restricted from entry (e.g. close door and/or use warning signs and/or barrier tape at all entry points). The distance for segregation should be determined by a risk assessment. • If drilling a roof from outside, segregate the area below. • If access is available to the rear of the asbestos cement, segregate this area as well as above. • If possible, use plastic sheeting, secured with duct tape, to cover any surface within the asbestos work area that could become contaminated. • Ensure there is adequate lighting. • Avoid working in windy environments where asbestos fibres can be redistributed. • If using a bucket of water, do not resoak used rags in the bucket, as this will contaminate the water. Instead, either fold the rag so a clean surface is exposed or use another rag.
<p>Drilling vertical surfaces</p>	<ul style="list-style-type: none"> • Tape both the point to be drilled and the exit point, if accessible, with a strong adhesive tape such as duct tape to prevent the edges crumbling. • Cover the drill entry and exit points (if accessible) on the asbestos with a generous amount of thickened substance. • Drill through the paste. • Use damp rags to clean off the paste and debris from the wall and drill bit. • Dispose of the rags as asbestos waste as they will contain asbestos dust and fibres. • Seal the cut edges with sealant. • If a cable is to be passed through, insert a sleeve to protect the inner edge of the hole.
<p>Drilling overhead horizontal surfaces</p>	<ul style="list-style-type: none"> • Mark the point to be drilled. • Drill a hole through the bottom of the cup. • Fill or line the inside of the cup with shaving cream, gel or a similar thickened substance. • Put the drill bit through the hole in the cup so that the cup encloses the drill bit, and make sure the drill bit extends beyond the lip of the cup. • Align the drill bit with the marked point. • Ensure the cup is firmly held against the surface to be drilled. • Drill through the surface. • Remove the drill bit from the cup, ensuring that the cup remains firmly against the surface. • Remove the cup from the surface. • Use damp rags to clean off the paste and debris from the drill bit. • Dispose of the rags as asbestos waste, as they will contain asbestos dust and fibres. • Seal the cut edges with sealant.



	<ul style="list-style-type: none"> • If a cable is to be passed through, insert a sleeve to protect the inner edge of the hole.
Decontaminating the asbestos work area and equipment	<ul style="list-style-type: none"> • Use damp rags to clean the equipment. • Carefully roll or fold any plastic sheeting used to cover any surface within the asbestos work area, so as not to spill any dust or debris that has been collected. • If necessary, use damp rags and/or an asbestos vacuum cleaner to clean any remaining visibly contaminated sections of the asbestos work area. • Place debris, used rags, plastic sheeting and other waste in the asbestos waste bags/container. • Wet wipe the external surfaces of the asbestos waste bags/container to remove any adhering dust before they are removed from the asbestos work area.
Personal decontamination should be carried out in a designated area	<ul style="list-style-type: none"> • If disposable coveralls are worn, clean the coveralls while still wearing RPE using a HEPA vacuum, damp rag or fine-water spray. RPE can be cleaned with a wet rag or cloth. • While still wearing RPE, remove coveralls, turning them inside-out to entrap any remaining contamination and then place them into a labelled asbestos waste bag. • Remove RPE. If non-disposable, inspect it to ensure it is free from contamination, clean it with a wet rag and store in a clean container. If disposable, cleaning is not required but RPE should be placed in a labelled asbestos waste bag or waste container. • Refer to the <i>Code of Practice: How to Safely Remove Asbestos</i> for more information.
Clearance procedure	<ul style="list-style-type: none"> • Visually inspect the asbestos work area to make sure it has been properly cleaned. • Clearance air monitoring is not normally required for this task. • Dispose of all waste as asbestos waste. • Refer to the <i>Code of Practice: How to Safely Remove Asbestos</i> for more information.

8b - Safe Work Method 2 – Sealing, painting, coating and cleaning of AC products

These tasks should only to be carried out on asbestos that are in good condition. For this reason, the ACM should be thoroughly inspected before starting the work. There is a risk to health if the surface of asbestos cement sheeting is disturbed (e.g. from hail storms and cyclones) or if it has deteriorated as a result of aggressive environmental factors such as pollution. If it is so weathered that its surface is cracked or broken, the asbestos cement matrix may be eroded, increasing the likelihood that asbestos fibres will be released. If treatment is considered essential, a method that does not disturb the matrix should be used. Under no circumstances should asbestos cement products be water blasted or dry sanded in preparation for painting, coating or sealing.

Equipment that may be required prior to starting work (in addition to what is needed for	<ul style="list-style-type: none"> • Disposable cleaning rags • A bucket of water, or more as appropriate, and/or a misting spray bottle • Sealant
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the task)	<ul style="list-style-type: none"> • Spare PPE • A suitable asbestos waste container • Warning signs and/or barrier tape.
PPE	<ul style="list-style-type: none"> • Protective clothing and RPE (see AS1715, AS 1716). It is likely that a class P1 or P2 half face respirator will be adequate for this task, provided the recommended safe work procedure is followed. Where paint is to be applied, appropriate respiratory protection to control the paint vapours/mist must also be considered.
Preparing the asbestos work area	<ul style="list-style-type: none"> • If work is being carried out at heights, precautions must be taken to prevent falls. • Before starting, assess the asbestos cement for damage. • Ensure appropriately marked asbestos waste disposal bags are available. • Carry out the work with as few people present as possible. • Segregate the asbestos work area to ensure unauthorised personnel are restricted from entry (e.g. close door and/or use warning signs and/or barrier tape at all entry points). The distance for segregation should be determined by a risk assessment. • If working at a height, segregate the area below. • If possible, use plastic sheeting secured with duct tape to cover any floor surface within the asbestos work area which could become contaminated. This will help to contain any runoff from wet sanding methods. • Ensure there is adequate lighting. • If using a bucket of water, do not resoak used rags in the bucket, as this will contaminate the water. Instead, either fold the rag so a clean surface is exposed or use another rag. • Never use high-pressure water cleaning methods. • Never prepare surfaces using dry sanding methods. Where sanding is required, you should consider removing the asbestos and replacing it with a non-asbestos product. • Wet sanding methods may be used to prepare the asbestos, provided precautions are taken to ensure all the runoff is captured and filtered, where possible. • Wipe dusty surfaces with a damp cloth.
Painting and sealing	<ul style="list-style-type: none"> • When using a spray brush, <i>never</i> use a high-pressure spray to apply the paint. • When using a roller, use it lightly to avoid abrasion or other damage.
Decontaminating the asbestos work area and equipment	<ul style="list-style-type: none"> • Use damp rags to clean the equipment. • If required, use damp rags and/or an asbestos vacuum cleaner to clean the asbestos work area. • Place debris, used rags, plastic sheeting and other waste in the asbestos waste bags/container. • Wet wipe the external surfaces of the asbestos waste bags/container to remove any adhering dust before they are removed from the asbestos work area.



<p>Personal decontamination should be carried out in a designated area</p>	<ul style="list-style-type: none"> • If disposable coveralls are worn, clean the coveralls while still wearing RPE using a HEPA vacuum, damp rag or fine-water spray. RPE can be cleaned with a wet rag or cloth. • While still wearing RPE, remove coveralls, turning them inside-out to entrap any remaining contamination and then place them into a labelled asbestos waste bag. • Remove RPE. If non-disposable, inspect it to ensure it is free from contamination, clean it with a wet rag and store in a clean container. If disposable, cleaning is not required but RPE should be placed in a labelled asbestos waste bag or waste container. • Refer to the Code of Practice: How to Safely Remove Asbestos for more information.
<p>Clearance procedure</p>	<ul style="list-style-type: none"> • Visually inspect the asbestos work area to make sure it has been properly cleaned. • Clearance air monitoring is not normally required for this task. • Dispose of all waste as asbestos waste. • Refer to the Code of Practice: How to Safely Remove Asbestos for more information.

8c - Safe Work Method 3 – Cleaning leaf litter from gutters of asbestos cement roofs

<p>Equipment that may be required prior to starting work (in addition to what is needed for the task)</p>	<ul style="list-style-type: none"> • A bucket of water, or more as appropriate, and detergent • A watering can or garden spray • A hand trowel or scoop • Disposable cleaning rags • A suitable asbestos waste container • Warning signs and/or barrier tape • An asbestos vacuum cleaner.
<p>PPE</p>	<ul style="list-style-type: none"> • Protective clothing and RPE (see AS1715, AS 1716). It is likely that a class P1 or P2 half face respirator will be adequate for this task, provided the recommended safe work procedure is followed.
<p>Preparing the asbestos work area</p>	<ul style="list-style-type: none"> • Since the work is to be carried out at a height, appropriate precautions must be taken to prevent the risk of falls. • Ensure appropriately marked asbestos waste disposal containers are available. • Segregate the asbestos work area to ensure unauthorised personnel are restricted from entry (e.g. use warning signs and/or barrier tape at all entry points). The distance for segregation should be determined by a risk assessment. • Segregate the area below. • Avoid working in windy environments where asbestos fibres can be redistributed. • If using a bucket of water, do not resoak used rags in the bucket as this will contaminate the water. Instead, either fold the rag so a clean surface is exposed or use another rag.



Gutter cleaning	<ul style="list-style-type: none"> • Disconnect or re-route the downpipes to prevent any entry of contaminated water into the waste water system and ensure there is a suitable container to collect contaminated runoff. Contaminated water must be disposed of as asbestos waste. • Mix the water and detergent. • Using the watering can or garden spray, pour the water and detergent mixture into the gutter but avoid over-wetting as this will create a slurry. • Remove the debris using a scoop or trowel. Do not allow debris or slurry to enter the water system. • Wet the debris again if dry material is uncovered. • Place the removed debris straight into the asbestos waste container.
Decontaminating the asbestos work area and equipment	<ul style="list-style-type: none"> • Use damp rags to wipe down all equipment used. • Use damp rags to wipe down the guttering. • Where practicable, and if necessary, use an asbestos vacuum cleaner to vacuum the area below. • Place debris, used rags and other waste in the asbestos waste container. • Wet wipe the external surfaces of the asbestos waste container to remove any adhering dust before it is removed from the asbestos work area.
Personal decontamination should be carried out in a designated area	<ul style="list-style-type: none"> • If disposable coveralls are worn, clean the coveralls while still wearing RPE using a HEPA vacuum, damp rag or fine-water spray. RPE can be cleaned with a wet rag or cloth. • While still wearing RPE, remove coveralls, turning them inside-out to entrap any remaining contamination and then place them into a labelled asbestos waste bag. • Remove RPE. If non-disposable, inspect it to ensure it is free from contamination, clean it with a wet rag and store in a clean container. If disposable, cleaning is not required but RPE should be placed in a labelled asbestos waste bag or waste container. • Refer to the Code of Practice: How to Safely Remove Asbestos for more information.
Clearance procedure	<ul style="list-style-type: none"> • Visually inspect the asbestos work area to make sure it has been properly cleaned. • Clearance air monitoring is not normally required for this task. • Dispose of all waste as asbestos waste. • Refer to the Code of Practice: How to Safely Remove Asbestos for more information.



8d - Safe Work Method 4 – Replace cabling in asbestos cement conduits or boxes

<p>Equipment that may be required prior to starting the work (in addition to what is required for the task)</p>	<ul style="list-style-type: none"> • Disposable cleaning rags • A bucket of water, or more as appropriate, and/or a misting spray bottle • 200 µm thick plastic sheeting • Cable slipping compound • Appropriately marked asbestos waste disposal bags • Spare PPE • Duct tape • Warning signs and/or barrier tape • An asbestos vacuum cleaner.
<p>PPE</p>	<ul style="list-style-type: none"> • Protective clothing and RPE (see AS1715, AS 1716). It is likely that a class P1 or P2 half face respirator will be adequate for this task, provided the recommended safe work procedure is followed.
<p>Preparing the asbestos work area</p>	<ul style="list-style-type: none"> • If the work will be carried out in a confined space, appropriate precautions must be taken to prevent the risk of asphyxiation. • Ensure appropriately marked asbestos waste disposal bags are available. • Carry out the work with as few people present as possible. • Segregate the asbestos work area to ensure unauthorised personnel are restricted from entry (e.g. use warning signs and/or barrier tape at all entry points). The distance for segregation should be determined by a risk assessment. • Use plastic sheeting secured with duct tape to cover any surface within the asbestos work area which could become contaminated. • Place plastic sheeting below any conduits before pulling any cables through. • Ensure there is adequate lighting. • Avoid working in windy environments where asbestos fibres can be redistributed. • If using a bucket of water, do not resoak used rags in the bucket as this will contaminate the water. Instead, either fold the rag so a clean surface is exposed or use another rag.
<p>Replacement or installation of cables</p>	<ul style="list-style-type: none"> • Wet down the equipment and apply adequate cable slipping compound to the conduits/ducts throughout the process. • Clean all ropes, rods or snakes used to pull cables after use. Cleaning should be undertaken close to the point(s) where the cables exit from the conduits/ducts. • Ropes used for cable pulling should have a smooth surface that can easily be cleaned. • Do not use metal stockings when pulling cables through asbestos cement conduits. • Do not use compressed air darts to pull cables through asbestos cement conduits/ducts.



<p>Decontaminating the asbestos work area and equipment</p>	<ul style="list-style-type: none"> • Use damp rags to clean the equipment. • Wet wipe around the end of the conduit, sections of exposed cable and the pulling eye at the completion of the cable pulling operation. • If the rope or cable passes through any rollers, these must also be wet wiped after use. • Wet wipe the external surface of excess cable pulled through the conduit/duct, as close as possible to the exit point from the conduit, before it is removed from the work site. • Carefully roll or fold any plastic sheeting used to cover any surface within the asbestos work area, so as not to spill any dust or debris that has been collected. • If required, use damp rags or an asbestos vacuum cleaner to clean any remaining visibly contaminated sections of the asbestos work area. • Place all debris, used rags, plastic sheeting and other waste in the asbestos waste bags/container. • Wet wipe the external surfaces of the asbestos waste bags/container to remove any adhering dust before they are removed from the asbestos work area.
<p>Personal decontamination should be carried out in a designated area</p>	<ul style="list-style-type: none"> • If disposable coveralls are worn, clean the coveralls while still wearing RPE using a HEPA vacuum, damp rag or fine-water spray. RPE can be cleaned with a wet rag or cloth. • While still wearing RPE, remove coveralls, turning them inside-out to entrap any remaining contamination and then place them into a labelled asbestos waste bag. • Remove RPE. If non-disposable, inspect it to ensure it is free from contamination, clean it with a wet rag and store in a clean container. If disposable, cleaning is not required but RPE should be placed in a labelled asbestos waste bag or waste container. • Refer to the Code of Practice: How to Safely Remove Asbestos for more information.
<p>Clearance procedure</p>	<ul style="list-style-type: none"> • Visually inspect the asbestos work area to make sure it has been properly cleaned. • Clearance air monitoring is not normally required for this task. • Dispose of all waste as asbestos waste. • Refer to the Code of Practice: How to Safely Remove Asbestos for more information.



8e - Safe Work Method 5 – Working on electrical mounting boards containing asbestos

If the asbestos-containing electrical mounting panel has to be removed for work behind the board, the procedures outlined in the *Code of Practice: How to Safely Remove Asbestos* must be followed. If drilling is required, the control process should be consistent with the measures in **Safe Work Method 1**.

Equipment that may be required prior to starting the work (in addition to what is required for the task)	<ul style="list-style-type: none"> • A non-powered hand drill or a low-speed battery-powered drill or drilling equipment. Battery-powered drills should be fitted with a LEV dust control hood wherever possible. If a LEV dust control hood cannot be attached and other dust control methods, such as pastes and gels, are unsuitable then shadow vacuuming techniques should be used • Duct tape • Warning signs and/or barrier tape • Disposable cleaning rags • A plastic bucket of water and/or a misting spray bottle • Spare PPE • A suitable asbestos waste container • 200 mm plastic sheeting • An asbestos vacuum cleaner.
PPE	<ul style="list-style-type: none"> • Protective clothing and RPE (see AS1715, AS 1716. It is likely that a class P1 or P2 half face respirator will be adequate for this task, provided the recommended safe work procedure is followed.
Preparing the asbestos work area	<ul style="list-style-type: none"> • As the work area will involve electrical hazards, precautions must be taken to prevent electrocution. • Ensure appropriately marked asbestos waste disposal bags are available. • Carry out the work with as few people present as possible. • Segregate the asbestos work area to ensure unauthorised personnel are restricted from entry (e.g. use warning signs and/or barrier tape at all entry points). The distance for segregation should be determined by a risk assessment. • Use plastic sheeting secured with duct tape to cover any surface within the asbestos work area which could become contaminated. • Ensure there is adequate lighting. • Avoid working in windy environments where asbestos fibres can be redistributed. • If using a bucket of water, do not resoak used rags in the bucket as this will contaminate the water. Instead, either fold the rag so a clean surface is exposed or use another rag.
Work on electrical mounting panels	<ul style="list-style-type: none"> • Providing the panel is not friable, maintenance and service work may include: <ul style="list-style-type: none"> • replacing asbestos containing equipment on the electrical panel with non-asbestos equipment • operate main switches and individual circuit devices • pull/insert service and circuit fuses • bridge supplies at meter bases • use testing equipment



	<ul style="list-style-type: none"> • access the neutral link • install new components/equipment.
Decontaminating the asbestos work area and equipment	<ul style="list-style-type: none"> • Use damp rags to clean the equipment. • Carefully roll or fold any plastic sheeting used to cover any surface within the asbestos work area so as not to spill any dust or debris that has been collected. • If there is an electrical hazard, use an asbestos vacuum cleaner to remove any dust from the mounting panel and other visibly contaminated sections of the asbestos work area. • If there is no electrical hazard, wet wipe with a damp rag to remove minor amounts of dust. • Place debris, used rags, plastic sheeting and other waste in the asbestos waste bags/container. • Wet wipe the external surfaces of the asbestos waste bags/container to remove any adhering dust before they are removed from the asbestos work area.
Personal decontamination should be carried out in a designated area	<ul style="list-style-type: none"> • If disposable coveralls are worn, clean the coveralls while still wearing RPE using a HEPA vacuum, damp rag or fine-water spray. RPE can be cleaned with a wet rag or cloth. • While still wearing RPE, remove coveralls, turning them inside-out to entrap any remaining contamination and then place them into a labelled asbestos waste bag. • Remove RPE. If non-disposable, inspect it to ensure it is free from contamination, clean it with a wet rag and store in a clean container. If disposable, cleaning is not required but RPE should be placed in a labelled asbestos waste bag or waste container. • Refer to the Code of Practice: How to Safely Remove Asbestos for more information.
Clearance procedure	<ul style="list-style-type: none"> • Visually inspect the asbestos work area to make sure it has been properly cleaned. • Clearance air monitoring is not normally required for this task. • Dispose of all waste as asbestos waste. • Refer to the Code of Practice: How to Safely Remove Asbestos for more information.

8f - Safe Work Method 6 – Inspection of asbestos friction materials

This guide may be used when friction ACM (e.g. brake assemblies or clutch housings) need to be inspected or housings need to be cleaned. Compressed air must not be used to clean dust from a brake assembly.

Equipment that may be required prior to starting the work (in addition to what is required for the task)	<ul style="list-style-type: none"> • A misting spray bottle • Duct tape • Warning signs and/or barrier tape • Disposable cleaning rags • A bucket of water and detergent • Spare PPE • A suitable asbestos waste container • A catch tray or similar container • An asbestos vacuum cleaner.
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PPE	<ul style="list-style-type: none"> • Protective clothing and RPE (see AS1715, AS 1716). It is likely that a class P1 or P2 half face respirator will be adequate for this task, provided the recommended safe work procedure is followed.
Preparing the asbestos work area	<ul style="list-style-type: none"> • Ensure appropriately marked asbestos waste disposal bags are available. • Carry out the work with as few people present as possible. • Determine whether to segregate the asbestos work area • Ensure unauthorised personnel are restricted from entry by using barrier tape and/or warning signs. • Use a suitable collection device below where the work will be carried out to collect any debris/ runoff. • Ensure there is adequate lighting. • Avoid working in windy environments where asbestos fibres can be redistributed. • If using a bucket of water, do not resoak used rags in the bucket as this will contaminate the water. Instead, either fold the rag so a clean surface is exposed or use another rag.
Inspection of asbestos friction materials	<ul style="list-style-type: none"> • A misting spray bottle should be used to wet down any dust. If spray equipment disturbs asbestos, use alternative wetting agents e.g. a water-miscible degreaser or a water/detergent mixture. • Use the wet method, but if this is not possible the dry method may then be used. <p><u>Wet method:</u></p> <ul style="list-style-type: none"> • Use the misting spray bottle to wet down any visible dust. • Use a damp rag to wipe down the wheel or automobile part before removal. Ensure the dust is kept wet to prevent atmospheric contamination. • Use hand tools rather than power tools to reduce the generation of airborne fibres. • Partially open the housing and softly spray the inside with water using the misting spray bottle. Any spillage of dust, debris or water must be controlled (e.g. capturing any runoff in a container) and either filtered or disposed of as asbestos waste. • Open the housing and clean all asbestos parts using a damp rag, ensuring all runoff water is caught in an asbestos waste container. <p><u>Dry method:</u></p> <ul style="list-style-type: none"> • Place a tray under the components to catch dust or debris spilling from the housing or components during the inspection and dispose of any material as asbestos waste. • Use an asbestos vacuum cleaner to remove asbestos from the brakes and rims or other materials before carrying out the inspection.



<p>Decontaminating the asbestos work area and equipment</p>	<ul style="list-style-type: none"> • Use damp rags to clean the equipment, including the dust collection tray. • If necessary, use damp rags or an asbestos vacuum cleaner to clean any remaining visibly contaminated sections of the asbestos work area. • Place debris, used rags and other waste in the asbestos waste bags/container. • Wet wipe the external surfaces of the asbestos waste bags/container to remove any adhering dust before removing them from the asbestos work area.
<p>Personal decontamination should be carried out in a designated area</p>	<ul style="list-style-type: none"> • If disposable coveralls are worn, clean the coveralls and RPE while still wearing them using an asbestos vacuum cleaner, damp rag or fine-water spray. RPE can be cleaned with a wet rag/cloth. • While still wearing RPE, remove coveralls, turning them inside-out to entrap any remaining contamination and then place them into a labelled asbestos waste bag. • Remove RPE. If non-disposable, inspect it to ensure it is free from contamination, clean it with a wet rag and store in a clean container. If disposable, cleaning is not required but RPE should be placed in a labelled asbestos waste bag or waste container. • Refer to the Code of Practice: How to Safely Remove Asbestos for more information.
<p>Clearance procedure</p>	<ul style="list-style-type: none"> • Visually inspect the asbestos work area to make sure it has been properly cleaned. • Clearance air monitoring is not normally required for this task. • Dispose of all waste as asbestos waste. • Refer to the Code of Practice: How to Safely Remove Asbestos for more information.

WHAT IS ASBESTOS?

Asbestos material is the fibrous form of mineral silicates belonging to the serpentine and amphibole groups of rock-forming minerals. The most significant types include chrysotile (white), amosite (brown) and crocidolite (blue) asbestos. Asbestos is a naturally forming mineral mined from the earth – Australia used to mine this material at Wittenoom in WA from 1918 to 1966.






Asbestos is the binding material used in many products. The material was so effective as a binding material that it was used in over 3,000 products in and around the home, workplace and even to a small degree in transport.

In the past, the dangers of asbestos were completely unknown or ignored, and exposure was high in a lot of industries and jobs, particularly those working in and around the asbestos mine and manufacture. Tradesmen and renovators working with and around the material can easily be exposed by not taking the necessary safety precautions.

There is no safe degree of exposure to asbestos. For this reason, it is vital that each homeowner and each commercial entity undertaking a construction project have asbestos identified so that safe handling procedures can be followed if asbestos is present.

For home owners it is critical for the safety of those living in and visiting the home to know what is in your home and if there is any asbestos, where it is and what to do regarding it.

For further information on asbestos, the internet has an almost inexhaustible amount of information.

<p>Chrysotile Chrysotile or white asbestos is the most commonly encountered form of asbestos, accounting for approximately 95% of the asbestos in place in the United States and a similar proportion in other countries. It is a soft, fibrous silicate mineral in the serpentine group of phyllosilicates; as such, it is distinct from other asbestiform minerals in the amphibole group.</p>	
<p>Amosite Amosite is often referred to as brown asbestos, is a trade name for the amphiboles belonging to the cummingtonite-grunerite solid solution series, commonly from South Africa, named as an acronym for "Asbestos Mines of South Africa". Amosite is seen under a microscope as a grey-white vitreous fiber. It is found most frequently as a fire retardant in thermal insulation products, asbestos insulating board and ceiling tiles.</p>	
<p>Crocidolite Crocidolite is the fibrous form of the amphibole riebeckite, found primarily in southern Africa, but also in Australia and Bolivia. Crocidolite is seen under a microscope as a blue fiber. Crocidolite commonly occurs as soft friable fibers. Asbestiform amphibole may also occur as soft friable fibers but some varieties such as amosite are commonly straighter. All forms of asbestos are fibrillar in that they are composed of fibers with breadths less than 1 micrometer that occur in bundles and have very great widths. Asbestos with particularly fine fibers is also referred to as "amianthus".</p>	

INSPECTION PROCESS

The inspection report / survey involved visually inspecting each assessable area of the building for the purpose of Identifying Asbestos Containing Materials, as defined by the Model Code of Practice for How to Manage and Control Asbestos in the Workplace, administered by Safe Work Australia.

The process is as follows:

1. Compiling information – age and use of the building, plant, existence of generators, lifts, ducted air conditioning systems and type of building products used.
2. Visually inspecting the building – gaining access to all areas that will not endanger the assessor or affect the functional integrity of the item concerned, e.g. fuses within electrical switchboards, fire doors, gaskets, air-conditioning ducts and power plant without specialist assistance.
3. Samples - samples that are taken with the clients permission are tested at a (NATA) approved accredited testing laboratory.
4. Report Compilation – the report outlines details of the types and location of Asbestos Containing Materials, details of any material assumed to contain asbestos, any inaccessible areas that are likely to contain asbestos, the results of any analysis that has confirmed a material in the building is or is not an ACM.
5. Risk Assessment – findings and conclusions of the risk assessment, including any reviews or revision requirements if necessary.
6. Control Measures – control measures recommended and decided upon as a result of the risk assessment, any maintenance or service work on an ACM, including the scope of the work undertaken.
7. Person With Control – must make the register readily available to workers and contractors or any person working near or removing ACM, or any person engaged in work that is likely to disturb ACM.

Areas that were not accessed during the inspection must be considered in the event of future renovation or demolition work. It should be noted that a non-destructive inspection cannot be regarded as absolute, and all due care and caution must be exercised in the planning stages of any future building or demolition work.

It is not financially viable to sample all materials suspected of containing asbestos. Where a sample has been positively identified by laboratory analysis as containing asbestos, other similar materials within the building may be referenced to that sample. In such cases, these similar materials are assumed to contain asbestos.

This inspection has been conducted only on the building/s listed and unless specifically identified and written in the following pages, no inspection has been conducted of any plant and machinery within the building or on this site.

Destructive surveying and sampling techniques were not employed unless specifically requested to gain access to those areas listed above. Consequently, without substantial demolition of the building, it is not possible to guarantee that every source of asbestos has been detected. Prior to any refurbishment/demolition of this building we recommend an intrusive survey be carried out to verify the presence of any previously unidentified asbestos containing materials.



Disclaimer

This report is based upon and conditional upon the information provided by the person, employees or agents of the person requesting this report. Thus, any false or misleading information provided will exempt the AHI Pty Ltd and the attending inspector from any liability for decisions taken based on this report's recommendations, where such recommendations are based upon information provided to the company.

If at a later date, materials are suspected, AHI Pty Ltd should be requested to investigate if any asbestos materials are present.

AHI Pty Ltd or the attending inspector shall not be liable for missing information due to the concealment, now or in the past, and/or apparent concealment of asbestos, defects or possible defects by the person, employees or agents of the person requesting this report, or the owner, employee or agent for the owner of the building now, in the past, or in the future.

This report is not intended to be, nor is it to be construed as, a guarantee or warranty, nor as any form of insurance expressed or implied. The inspector will not be responsible for any repairs or replacements with regard to this property or the contents thereof.

During the audit, a thorough investigation is undertaken to identify and locate all visible materials that may contain asbestos. However, due to the hidden locations, lack of access to wall cavities etc., no guarantee can be given that the audit process has identified all such material. Nor should it be construed that the audit has identified all such materials within the building.

This report was prepared for the client who ordered the report, solely for the purpose set out herein and it is not intended that any other person to use or rely on it. Whilst this report is accurate to the best of our knowledge and belief, AHI Pty Ltd cannot guarantee completeness or accuracy of any descriptions or conclusions based on information supplied to it during site surveys, visits and interviews. Responsibility is disclaimed for any loss or damage, including but not limited to, any loss or damage suffered by the building owner arising from the use of this report or suffered by any other person for any reason whatsoever.

This report is not intended to be used for the purposes of tendering, programming of works, dismantling or demolition works unless used in conjunction with a specification detailing the extent of the works. To ensure its contextual integrity, the report must be read in its entirety and should not be copied, distributed or referred to in part only.

This report is not a Pre-Purchase Building Inspection, Building Condition Assessment, Dilapidation, Fire Safety or Health & Safety Report. If any hazards are noticed on site at the time of the inspection they may be included in this report or verbally reported to the contact at the time of the inspection.

This site has not been inspected for anything other than Asbestos Containing Materials.

Standard Access Limitations

While the assessor has attempted to locate all of the ACM present, and as the inspection was a visual inspection and sampling process, only those ACM that were physically accessible could be located and identified. Therefore it is possible that materials, which may be concealed within inaccessible areas/voids, may not have been located during the survey. Such inaccessible areas that fall outside the scope of this survey are listed below.

- Locations behind locked doors.
- In set ceilings or wall cavities.
- Service shafts, ducts etc., concealed within the building structure.
- Voids or internal areas of plant, equipment, air-conditioning ducts etc.
- Totally inaccessible areas such as voids and cavities created and intimately concealed within the building structure. These voids are only accessible during major demolition works.
- Height restricted areas.
- Building facade fixing brackets;
- Under carpeted floor coverings in office areas;
- Within internal wall partitioning;
- Behind ceramic wall tiles;
- Inside mechanical/plant equipment;
- Gaskets, mastics and sealants to pipe work, ductwork, mechanical equipment and construction/expansion joints;
- Waterproof roof membranes (where no safe access is available);
- Motor rooms of dumb waiters;
- Lift landing doors;
- Within live electrical switchboard cupboard or backing.

We advise that should dismantling, demolition or maintenance operations entail possible disturbance of materials in these locations, further investigation and sampling of specific areas should be conducted as part of an asbestos management and abatement program prior to any works proceeding.

POSSIBLE CONCEALED ASBESTOS - As the inspection to the premises was visual only, no invasive measures have been taken to identify if any items are contained within the walls and in inaccessible areas. Some, but certainly not all items that could be concealed are:

PIPE LAGGING - Depending upon the nature of the building and its former use, there may be, or have been, steam and hot water pipes. Steam and hot water pipes within buildings are generally lagged with a material to conserve heat. In older buildings, this lagging contained asbestos due to its excellent insulation properties. Such pipes would have been installed in wall and ceiling cavities. Such cavities are not readily accessible and many remain hidden for all time. A common placement of steam pipes was behind the ceilings cornice which is totally inaccessible without the physical removal of the cornice.

MILLBOARD BACKING TO VINYL FLOOR COVERINGS - Older type sheet vinyl floor coverings contained an asbestos millboard backing material. There may be areas where sampling was not possible. There also may be areas where this type of vinyl is hidden below other types of floor coverings. It should be considered that in older type buildings, there is a possibility that asbestos millboard backing to vinyl sheeting is present within and has not been identified.



VINYL FLOOR TILES - Older type vinyl floor tiles contained asbestos in their matrix. There may be areas where this type of vinyl tile is hidden below other types of floor coverings. It should be considered that in older type buildings, there is a possibility that vinyl tiles containing asbestos is present within and has not been identified.

ASBESTOS CEMENT UNDER-SHEET - A sheet of fibro was often used on flooring under tiles and other floor coverings. Also walls may have been sheeted over and it is not possible to see or identify any hidden sheeting. It has become more common in recent times for asbestos cement sheeting to a ceiling to be sheeted over with Gyprock, and unless there is access to this area it may not be incorporated within a register.

Over-sheeting of a roof or partial roof has been discovered during inspections and renovations where a Super 6 or Super 3 asbestos roof has been over-sheeted with a new metal or tile roof. If the roof is low profile or flat, there is no access or no ceiling cavity to visually identify this over-sheeting, this area it may not be incorporated within a register.

OTHER ITEMS AND AREAS - Render or plaster to wall penetration within wet areas. This was typical within wall cavities in bathrooms and laundries to insulate the copper hot water pipe laid within a brick, block or concrete wall cavity.

INSPECTION EXPLANATIONS

TYPE & CONDITION	
Condition = The physical state of the material in question	
F	Friable - Loosely Bonded ACM - Thermal and Acoustic Insulation eg. Millboard, Textile, Sprayed Limpet. Non-bonded asbestos fabric or material that is easily crumbled, pulverized or reduced to powder by hand pressure.
G	Good - the material is in a sound, stable condition and should be maintained in its present condition and not disturbed.
P	POOR - the material has deteriorated or been damaged/disturbed and should be removed or made safe.
NF	Non-Friable - Tightly Bonded ACM - Materials Bonded in a Matrix eg. Asbestos-Cement, Asbestos Vinyl, Gaskets. Material, not in its natural state, that is bonded by a cement matrix, vinyl, resin, or other binding material.
G	Good - the material is in a sound, stable condition and should be maintained in its present condition and not disturbed.
N	Normal - the material is in a reasonable condition with general wear and tear but not deteriorated to the stage where there are any exposed fibres or damage
P	Poor - the material has deteriorated or been damaged/disturbed to the point where the bonding matrix is breaking down and becoming friable. Material should be removed or made safe.
VP	Very Poor - The material is in such poor condition that removal is recommended
RISK LEVEL	
Risk = The probability that a potential harm may become actual	
L	Low health risk - Unlikely to release airborne respirable asbestos fibre and if not disturbed constitutes negligible risk to health.
M	Medium health risk - Low levels of airborne respirable asbestos fibre possible. Elevated health risk possible with prolonged exposure however if not disturbed generally results in minimal exposure, which constitutes negligible risk to health.
H	High health risk - Elevated levels of airborne respirable asbestos fibre possible. Elevated health risk possible with prolonged exposure however minimal exposure generally constitutes negligible risk to health.
I	Immediate health risk - Elevated levels of airborne respirable asbestos fibre probable. Elevated health risk probable with prolonged exposure. Requires immediate action to remove or make safe.
SAMPLING	
S	Sampled - A sample has been collected from this item and analysed by the laboratory.
R	Referenced - No sample has been collected from this item, however it is the opinion of the assessor that this item appears to be the same as the sample it has been referenced to.
A	Assumed - No sample has been collected from this item however it is assumed that this item could possibly contain asbestos and must be treated accordingly until proven otherwise.

GLOSSARY OF TERMINOLOGY

Accredited Laboratory	Means a testing laboratory accredited by the National Association of Testing Authorities, Australia (NATA) or a similar accreditation authority, or otherwise granted recognition by NATA, either solely or in conjunction with one or more other persons.
Air Monitoring	Means a airborne asbestos fibre sampling to assist in assessing exposures and the effectiveness of control measures. Air monitoring includes exposure monitoring, control monitoring and clearance monitoring. Note: Air monitoring should be undertaken in accordance with the Guidance Note on the Membrane Filter Method for Estimating Airborne Asbestos Fibres [NOHSC: 3003 (2005)]
Airborne Asbestos Fibres	Means any fibres of asbestos small enough to be made airborne. For the purposes of monitoring airborne asbestos fibres, only respirable asbestos fibres (those fibres less than 3 µm wide, more than 5 µm long and with a length to width ratio of more than 3 to 1) are counted. Note: Airborne asbestos fibres are generated by the mechanical disintegration of Asbestos-Containing Materials (ACM) and subsequent dispersion of the fibres into the air from activities such as mining and the use, removal and disposal of asbestos and ACM. Airborne dust has the potential to contain respirable asbestos fibres.
Asbestos	Means the asbestiform varieties of mineral silicates belonging to the serpentine or amphibole groups of rock forming minerals, including actinolite asbestos, grunerite (or amosite) asbestos (brown), anthophyllite asbestos, chrysotile asbestos (white), crocidolite asbestos (blue) and tremolite asbestos or a mixture of any of these.
Asbestos Cement	Products consisting of sand aggregate and cement reinforced with asbestos fibres (e.g. asbestos cement pipes and flat or corrugated asbestos cement sheets).
ACM	Means Asbestos Containing Material - any material or thing that, as part of its design, contains asbestos.
Asbestos Removalist	Means a person conducting a business or undertaking who is licensed under the WHS Regulations to carry out class A or class B asbestos removal work.
Clearance Inspection	Means an inspection, carried out by a competent person, to verify that an asbestos work area is safe to be returned to normal use after work involving the disturbance of ACM has taken place. A clearance inspection must include a visual inspection, and may also include clearance monitoring and/or settled dust sampling. Note: A clearance inspection should only be carried out when the asbestos work area is dry.
Competent Person	Means a competent person means a person who has acquired through training, qualification or experience, the knowledge and skills to carry out the task. Note: A license may be required for some of the tasks described in this document as requiring a competent person.
Condition	The physical state of the material in question.
Dust and Debris	Means dust or debris that has settled within a workplace and is (or is assumed to be) contaminated with asbestos.
Friable Asbestos	Means material that is in a powder form or that can be crumbled, pulverised or reduced to a powder by hand pressure when dry, and contains asbestos.
Hazard	Means any matter, thing, process or practice that may cause death, injury, illness or disease.
In situ	Means fixed or installed in its original position, not having been moved.
Inaccessible Areas	Means areas which are difficult to access, such as wall cavities and the interiors of plant and equipment.
Non-Friable Asbestos	Means material containing asbestos that is not friable asbestos, including material containing asbestos fibres reinforced with a bonding compound.
Person with Control	Means, in relation to premises, a person who has control of premises used as a workplace. The person with control may be: <ul style="list-style-type: none"> (a) The owner of the premises; (b) A person who has, under any contract or lease, an obligation to maintain or repair the premises; (c) A person who is occupying the premises; (d) A person who is able to make decisions about work undertaken at the premises; or



	(e) An employer at the premises.
Personal Protective Equipment	Commonly known as PPE - Means equipment and clothing that is used or worn by an individual person to protect them against, or minimise their exposure to, workplace risks. It includes items such as facemasks and respirators, coveralls, goggles, helmets, gloves and Footwear
Risk	The probability that a potential harm may become actual. The likelihood of a hazard causing harm to a person. Note: Risk relates to illness or disease arising from exposure to Airborne Asbestos Fibres.
Structure	Any construction, whether temporary or permanent. Note: A structure includes a bridge, erection, edifice, wall, chimney, fence, earth works, and reclamation, ship, floating structure or tunnel.
Work	Means any activity, physical or mental, carried out in the course of a business, Industry, commerce, an occupation or a profession.
Worker	Means a person who does work, whether or not for reward or recognition. Note: 'Workers' include persons working under contracts of employment, apprenticeships, traineeships and other contracts of service, but they also include other persons subject to direction by persons with control, such volunteers and work experience students.
Workplace	Means any place where a person works.
Workplace Health and Safety Plan	Is a plan prepared for a workplace or work that states the following:- (a) The hazards to health or safety that the person required to have the plan prepared knows or ought reasonably to know, currently exists or might arise – (i) If the plan is for a workplace – at the workplace; or (ii) If the plan is for work – relating to the work; (b) The person's assessment of the risks that may result because of the hazards; (c) The control measures the person proposes to use to prevent, or minimise the level of, the risks; (d) How the person proposes to monitor and review the implementation and effectiveness of the measures; (e) How and to whom additional measures are to be reported.



FURTHER INFORMATION

WEB SITES:

Work Safe Australia <http://www.safeworkaustralia.gov.au>

Asbestos Industry Association www.asbestosindustry.asn.au

Asbestos Diseases Foundation of Australia (ADFA) <http://adfa.org.au>

A Trip to the Blue Sky Mine www.deadheart.org.uk/discographies/blue_sky_mining/wittenoom.html

Asbestoswise <http://www.asbestoswise.com.au/>

Or contact your local Fair and Safe Work Queensland Office

P: 1300 369 915 or 13 13 94

W: <http://www.fairwork.gov.au>

On behalf of the team at AHI, thank you.

We truly appreciate your business, and we're grateful for the trust you've placed in us. Please don't hesitate to call me if ever a problem should arise or you have any questions. We hope to have the pleasure of doing business with you for many years to come.

We thank you for your business and welcome your referrals.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Anthony Benn', is written over a light blue rectangular background.

*Anthony Benn
Director*

A decorative graphic on the left side of the page features blue and white floral and leaf motifs, including a large blue leaf and a white flower, set against a light blue background with faint floral patterns.

Thank You