



Asbestos Standards

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1. Introduction

The purpose of these standards are to ensure that we are not putting employees or members of public at risk when asbestos is known to be present or when asbestos is discovered during construction work.

Asbestos and Asbestos Containing Materials (ACM) may be found in any building built before the year 2000 (houses, factories, offices, schools, hospitals etc.). Exposure to asbestos causes around 5000 deaths every year.

If left alone and undisturbed, asbestos poses no risk to health.

All asbestos surveyors and contractors must be on the businesses approved contractors list and have risk assessments and method statements in place, with copies on site, for any tasks they carry out.

2. Asbestos in Office Buildings

Some of the office buildings that we occupy were built prior to the year 2000 and could contain asbestos. If we are the duty holder (owner) of these buildings, we must ensure that we carry out the following:

- Take reasonable steps to find out if there are materials containing asbestos in non-domestic premises, and if so, its amount, where it is and what condition it is in
- Presume materials contain asbestos unless there is strong evidence that they do not
- Make, and keep up-to-date, a record of the location and condition of the asbestos containing materials or materials which are presumed to contain asbestos
- Assess the risk of anyone being exposed to fibres from the materials identified
- Prepare a plan that sets out in detail how the risks from these materials will be manage
- Take the necessary steps to put the plan into action
- Periodically review and monitor the plan and the arrangements to act on it so that the plan remains relevant and up-to-date
- Provide information on the location and condition of the materials to anyone who is liable to work on or disturb them

If we are tenants of an office building we must co-operate as far as necessary with the duty holder in order that they can comply with the above requirements.



3. Asbestos known to be on site prior to work commencing

During the procurement of land the operating business will appoint a Geo Technical Engineer to carry out a survey of the land. During this survey the Engineer will research the history of the land and any previous uses, this may highlight if asbestos is likely to be found. If there are existing buildings on the land that are going to be demolished or refurbished then a Refurbishment/ Demolition survey will need to be carried out.

If the survey confirms the presence of asbestos then a licenced asbestos contractor must be appointed to remove/ deal with the asbestos.

4. Refurbishment / Demolition Survey

A refurbishment / demolition Survey is required for premises built before 2000 and all or part of it, needs upgrading. The reports should state the location, presence and extent of asbestos-containing materials and debris. It will not assess the asbestos condition but the surveyor should mention any asbestos that is in a dangerous state.

The report should state where the surveyor or sampler did not survey or sample. It should be presumed that areas that the surveyor has not accessed contains asbestos.

A Refurbishment / Demolition Survey aims to ensure that:

1. Nobody will be harmed by work on ACM in the premises or equipment.
2. Such work will be done by the right contractor in the right way.

The Survey must locate and identify all ACM before any structural work begins at a stated location or on stated equipment at the premises. It involves destructive inspection and asbestos disturbance. The area surveyed must be vacated, and certified 'fit for reoccupation' after the survey.

5. Selecting a competent surveyor

Competent surveyors:

1. Have survey knowledge, and know the risks in surveying
2. Have training and experience, and recognise their limitations
3. Use an effective quality management system
4. Should be able to demonstrate independence, impartiality and integrity
5. Do their work in accordance with good practice guidance

The [United Kingdom Accreditation Service, UKAS](#) accredits surveying inspection bodies. The UKAS website helps to find a surveyor.

6. Asbestos removal

When demolition work is to be carried out on any structure that has been identified from the survey to contain asbestos, a HSE licenced removal Contractor must be appointed to carry out the work. If this work is notifiable to the HSE, the appointed contractor is responsible for carrying out the notification. The contractor must write a demolition plan and associated risk assessment and method Statements for working with asbestos. All operatives must also be trained to work with asbestos.

Once HSE have been notified, they will carry out a scheduled visit to ensure compliance.



7. Fly tipped asbestos/ discovering asbestos

From time to time, asbestos is fly tipped on site and buried asbestos can be discovered when the top soil is stripped or foundations dug, this is usually prevalent on old farm land where the farmer has buried ACM over time.

Site management are responsible for ensuring that all operatives on site are fully aware that any potential ACM found on site are reported to site management immediately.

When ACM is discovered or dug up on site the following actions must be taken:

- Stop work immediately
- Do not disturb the asbestos
- Report to the site management
- Site management to cordon off the area and erect "Asbestos Keep Out" signs
- Inform the local Group HS&E Advisor
- Inform the Commercial Department
- Commercial Department to tender and appoint a licenced asbestos removal contractor to remove the asbestos

8. Monitoring

Site management are responsible for monitoring the day to day compliance with these standards.

The Group HS&E Department will monitor compliance with these standards during routine HS&E inspections.

9. Further reading

[HSE guidance - managing and working with asbestos](#)

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<u>Version 1</u> 1,2,3,4,5,6,7,8,9	03.08.2023