SAFE WORK & ENVIRONMENTS

ASBESTOS MATERIALS SURVEY & MANAGEMENT PLAN

9 NYRANG STREET, FYSHWICK

Author and Document Control

Reference	Author	Reviewed/Approved	Approved	Date issued	Distribution
S112376.R01	Alexandar Mitevski Senior WHS&E Consultant	Samuel Byrne WHS&E Consultant	30/10/2023	30/10/2023	1 X PDF

Prepared For:

Katrina Giugni
katrina.giugni@raywhite.com
Ray White Commercial
Level 6, 28 University Avenue, Canberra ACT 2600

Prepared and QC by:

Alexandar Mitevski
Senior WHS&E Consultant
NSW LAA001172

Samuel Byrne
WHS&E Consultant

Safe Work and Environments Pty Ltd
ABN 88127010995
Suite 7/103 Majors Bay Road
Concord NSW 2137
Phone: 02 8757 3611, Fax: 02 8757 3612

Canberra Office:
PO Box 230, Dickson, ACT 2602
Phone: 02 6247 0022
Email: enquiries@swe.com.au

Table of Contents

Appendix A – Photographs

Appendix B – Laboratory Analysis Report

Appendix C – Asbestos Maintenance Log

Executive Summary

Safe Work & Environments Pty Ltd (SWE) was commissioned by Katrina Giugni of Ray White Commercial to carry out an asbestos containing materials (ACM) survey of the property located at 9 Nyrang Street, Fyshwick ACT 2609. The survey was undertaken by Alexandar Mitevski (Senior WHS&E Consultant) on the 18th of October 2023. The site has not been previously assessed by Safe Work & Environments, and no Asbestos Materials Management Plan was available for the site.

The purpose of the survey was to identify asbestos materials within the site building, document findings and produce a current asbestos materials register and management plan for accessible areas of the site. The register is to be used as a reference when undertaking maintenance and any future refurbishment works on the property.

The asbestos materials register is not intended as a removal specification, and any removal works must be undertaken with reference to a site-specific Asbestos Materials Removal Control Plan prepared by an appropriately licensed asbestos removalist.

The scope of works involved the following:

- Review of the existing asbestos register for the site,
- Walkthrough inspection of areas within the site building,
- Identification of all visible and accessible materials which may contain asbestos,
- Sampling of suspect materials where necessary (as required),
- Laboratory analysis of selected samples where the assessor suspected the presence of asbestos containing material, and
- Preparation of an Asbestos Materials Register and Management Plan in accordance with all relevant legislative requirements.

The objectives of the Asbestos Materials Survey and Management Plan were to:

- Identify materials which may contain asbestos within the nominated areas of the site building,
- Detail the survey methodology,
- Provide a qualitative risk assessment of the identified presumed asbestos materials and provide information regarding health risks,
- Provide recommendations for control measures and management strategies,
- Prepare an Asbestos Materials Register for the site,
- Detail the principles of asbestos materials management,
- Detail management strategies for in-situ asbestos,
- Provide information about Safe Working Practices for work involving asbestos materials,
- Detail the requirements for removal of Asbestos Containing Materials (ACM),
- Provide a template for Emergency Response Procedures, and
- Outline Asbestos Training and Awareness.

A full listing of all suspected and proven asbestos items has been included in the Asbestos Materials Register (**Section 4.0**) of this report. This survey was limited to accessible areas of the building and was not intrusive in nature, refer to **Section 4.1** for survey limitations. If proposed site works are required to damage or impede on areas that were not accessed an intrusive survey may be warranted. Prior to refurbishment, demolition, or intrusive works, it is a recommendation that all asbestos containing material (ACM) should be removed if such works would disturb these materials. Any asbestos removal works are to be carried out in accordance with the Work Health and Safety (How to Safely Remove Asbestos Code of Practice) Approval 2018.

1 INTRODUCTION

Safe Work & Environments Pty Ltd (SWE) was commissioned by Katrina Giugni of Ray White Commercial to carry out an asbestos containing materials (ACM) survey of the property located at 9 Nyrang Street, Fyshwick ACT 2609. The survey was undertaken by Alexandar Mitevski (Senior WHS&E Consultant) on the 18th of October 2023. The site has not been previously assessed by Safe Work & Environments, and no Asbestos Materials Management Plan was available for the site.

The purpose of the survey was to identify asbestos materials within the site building, document findings and produce a current asbestos materials register and management plan for accessible areas of the site. The register is to be used as a reference when undertaking maintenance and any future refurbishment works on the property.

The asbestos materials register is not intended as a removal specification, and any removal works must be undertaken with reference to a site-specific Asbestos Materials Removal Control Plan prepared by an appropriately licensed asbestos removalist.

1.1 Scope of Works

The scope of works involved the following:

- Review of the existing asbestos register for the site,
- Walkthrough inspection of areas within the site building,
- Identification of all visible and accessible materials which may contain asbestos,
- Sampling of suspect materials where necessary (as required),
- Laboratory analysis of selected samples where the assessor suspected the presence of asbestos containing material, and
- Preparation of an Asbestos Materials Register and Management Plan in accordance with all relevant legislative requirements.

1.2 Objectives

The objectives of the Asbestos Materials Survey and Management Plan are to:

- Identify asbestos materials within the nominated areas of the site building,
- Detail the survey methodology,
- Provide a qualitative risk assessment of the identified asbestos materials and provide information regarding health risks,
- Provide recommendations for control measures and management strategies,
- Prepare an Asbestos Materials Register for the site,
- Detail the principles of asbestos materials management,
- Detail management strategies for in-situ asbestos,
- Provide information about Safe Working Practices for work involving asbestos materials,
- Detail the requirements for removal of Asbestos Containing Materials (ACM),
- Provide a template for Emergency Response Procedures, and
- Outline Asbestos Training and Awareness.

1.3 Legislative Requirements

The survey works, and production of this report have been undertaken in accordance with the requirements of the following legislative requirements:

- *Work Health and Safety Act 2011.*
- *Dangerous Substances (General) Regulation 2004.*
- *Work Health and Safety Regulation 2011.*
- *AS2601 (2001) The Demolition of Structures.*
- SafeWork Australia Code of Practice: *How to Manage and Control Asbestos in the Workplace* (2018).
- Safe Work Australia Code of Practice: *How to Safely Remove Asbestos (2018).*
- NOHSC *Guidance Note on the Membrane Filter Method for Estimating Airborne Asbestos Dust, 2nd Edition [NOHSC: 3003 (2005)]*

1.3.1 Demolition of Structures Containing Asbestos

Under the *Work Health and Safety Regulation 2011* (the regulation) administered under the *Work Health and Safety Act 2011*, a number of provisions have been enacted for demolition/refurbishment of structures known or suspected to contain asbestos and built prior to January 2004. These include the following:

- The person with management or control of a property must give a copy of the asbestos register to all parties prior to works commencing.
- The person undertaking demolition or refurbishment must not commence until the structure has been inspected for asbestos by a licensed asbestos assessor.
- All known asbestos containing materials are to be removed prior to demolition or refurbishment.
- All asbestos removal must be undertaken by a licensed asbestos removalist.

1.3.2 Property Owner Responsibilities

The owner/s must ensure that the licenced asbestos removal contractor and tradesmen are provided with the asbestos materials register and are made aware of the location and condition of any ACM that may impact on scheduled works. In addition, management must perform a risk assessment prior to works commencing in order to mitigate the risk of exposure to airborne asbestos fibres. Management has a duty to inform all relevant persons at the workplace of the planned asbestos removal work, including workers, tradesmen, and those persons in the immediate vicinity of the removal area.

1.3.3 Asbestos Removalist Responsibilities

The licensed asbestos contractor must ensure that all approvals are in place prior to commencing removal work, including giving the regulator (WorkSafe ACT) written notice at least 5 days before scheduled works. A site-specific (i.e., non-generic) asbestos removal control plan (ARCP) must be produced by the asbestos removalist which must include the following:

- A plan of how the asbestos materials removal will be carried out, including the method to be used and the tools, equipment, and PPE to be used.
- Details of the asbestos materials to be removed, including the location, type, and condition of the items.

The person who commissioned the asbestos removal work must be given a copy of the Removal Control Plan which shall be kept on site until the works have been completed. A nominated asbestos removal supervisor must be present at the work area whenever removal work is being carried out.

1.3.4 Air Monitoring and Clearance Reports

Management must ensure that air monitoring for airborne fibres is undertaken during friable asbestos removal works, including control and clearance monitoring where required. All air monitoring shall be undertaken by a licenced asbestos assessor in accordance with the applicable guidance note NOHSC *Guidance Note on the Membrane Filter Method for Estimating Airborne Asbestos Dust, 2nd Edition [NOHSC: 3003 (2005)].*

Management of the licensed asbestos removalist must ensure that, following completion of asbestos removal works, a final clearance inspection is undertaken by a licensed independent asbestos assessor. Following the inspection, a clearance report must be produced by the assessor prior to re-occupation of the area or commencement of demolition works.

1.4 Background

This asbestos materials survey & management plan was commissioned for the purpose of identifying asbestos materials on the site. The site inspection was undertaken while occupied, facilitating limited intrusive sampling. No Asbestos Materials Management Plan was available for the site at the time of inspection.

1.5 Site Descriptions

“The Site”, located at 9 Nyrang Street, Fyshwick ACT 2609, is a freestanding building currently tenanted by KFC. The building consists of a seated restaurant area with a large back of house kitchen consisting of fryers, grills and cool rooms. An outdoor garbage storage building is located to the north of the main building. Major renovation works has been done over the years to the exterior and front of house.

***Figure 1**. “The site” (map sourced from Google Earth Pro).*

2 SURVEY METHODOLOGY

Asbestos materials surveys are carried out applying a risk management approach to identify, assess, and ultimately control the risk associated with the identified materials. Furthermore, semi-quantitative asbestos risk assessment methodology was applied to assess the risk of all identified asbestos situations. This assessment methodology is presented in the below section **3 Asbestos Materials Risk Assessment**.

The pre-refurbishment/demolition survey comprises a walk-through survey of the nominated accessible areas of the premises and may also include the gathering of anecdotal information available from the public space, building occupants, owners, and property management where available. Based upon the aforementioned information sources and physical inaccessibility on the day of the assessment, building fabric and fittings suspected of containing any of the above referenced asbestos materials are identified by means of visual observation and representative sampling (where requested by client). Sampling for asbestos will be confirmed by laboratory analysis. These findings will then be included in the asbestos materials register (Section 4.0) with all notated items risk assessed as per the above-mentioned methodology.

The surveys are limited to the experience and training of the surveyor(s) and the information and access made available at the time of the survey by the client. All SWE surveyors are trained in accordance with our in-house asbestos materials consulting manual and work instructions for asbestos materials surveys, which amongst other parameters requires that all surveyors are trained by and 'shadowed' on numerous diverse sites by a competent and experienced surveyor prior to carrying out independent surveys. There is, however, still a possibility that some asbestos materials may not be identified as any surveying is subject to human error.

Where necessary the surveyor will sample suspected asbestos material to confirm or refute the presence asbestos fibres within the sampled materials. All sampling is undertaken by use of representative sampling which caters for numerous similar situations when appropriate. This means that a close inspection of all similar situations within the site is carried out, however, sampling may not be undertaken to reduce the risk of disturbance of materials, exposure to occupants and surveyor and analytical costs for client. Some sampling is also conducted as what is referred to as presumptive sampling. Presumptive samples may be included in the asbestos materials register where no actual sample is collected but there is reason to presume that asbestos material may be present; however, no access and/or safe access for sampling and/or no visual access can be obtained. Examples of typical presumptive samples are millboard insulation to electrical duct heaters, electrical backing boards, lift brake linings and similar. Sample collection is conducted in a non-destructive and non-invasive manner.

A standard asbestos materials survey does not include access and inspection of any areas that will require special access permits or other means of access to restricted areas such as confined spaces, work at height, isolation of energy services, live equipment and mechanical building services, partial demolition of structures and similar access limitations.

All properties will have concealed materials in its current state that cannot be accessed or revealed prior to demolition or refurbishment of the structure(s). Ongoing assessment of building materials is recommended and required during any such structural work and should be carried out by asbestos awareness trained personnel. Where any suspected material is uncovered an experienced asbestos materials consultant should be contacted to sample, risk assess and document the finding(s).

3 ASBESTOS MATERIALS RISK ASSESMENT

Asbestos is considered a health risk whenever a potential asbestos fibre release is likely to occur. The health risk posed by asbestos containing materials and products in premises are due to a number of risk factors including:

- Condition of the material,
- Friability of the material,
- Airborne potential of the material,
- Accessibility of the material, and
- Location of the material.

A risk level for asbestos products or materials can be determined by multiplying the hazard level for the given asbestos type* by the 5 variants (above) which have also been assigned hazard levels (**Table 1**). The risk assessment methodology used in our assessment is based on the Australian Standard AS4360-1999, “Risk Management”.

A qualitative Asbestos materials risk assessment is undertaken each time an asbestos survey or re-survey of the site/property or structures is conducted and detailed in an Asbestos Report Register (ARR). The risk assessments are performed by competent persons only. Each asbestos situation is allocated either a ‘High’, ‘Moderate’, ‘Low’ or ‘Nil’ risk rating (**Table 2**). These ratings are defined as follows:

- ***High Risk*****:** There is an immediate exposure risk to anyone entering the area due to friable material which has already been disturbed or there is a short-term exposure risk to anyone entering the area (usually a friable or poorly bonded material in an average or poor condition). Immediate action is required to restrict access and stop the spread of fibres or dust as well as plan for decontamination and remedial works.
- ***Moderate risk*****:** Due to the material status and/or activity in the area. Usually applies to bonded materials in a state of minor deterioration and in moderate to high activity levels, or accessible friable materials in good condition.
- ***Low Risk*****:** Poses a negligible or low risk to occupants of the area due to the material being in sound condition unless seriously disturbed. Usually applies to bonded or sealed products in at least average condition, or materials with no or low accessibility.

The risk assessment of the asbestos containing material is to be reviewed when:

- The Asbestos Management Plan is reviewed,
- Further asbestos or ACM is identified at the workplace,
- Asbestos is removed from or disturbed, sealed, enclosed, or undergoes any other change in condition,
- There is evidence that the risk assessment is no longer valid,
- There is evidence that control methods are not effective, or
- A significant change is proposed for the workplace or for work practices or procedures relevant to the risk assessment.

Alternatively, an asbestos risk assessment review is to be conducted every 5 years for a workplace or business if not effected by one or more of the aforementioned variables. This is to be performed by a competent person.

Table 1

Asbestos Type* –*Hazard Level 0 - 2*		**Condition – *Hazard Level 1 to 3***	
0	Non-asbestos Detected (NAD)	1	No sign of damage/deterioration, non-friable
1	Bonded	2	Mild damage/deterioration, friable by force
2	Friable	3	Severe damage/deterioration, very friable
Accessibility – *Hazard Level 1 to 3*			
1	Fully concealed behind a false wall or ceiling, sealed/painted. Inaccessible due to height.		
2	Partial encapsulation, low activity area, low exposure to weathering and/or physical impact.		
3	No encapsulation, high activity area; exposed to weathering, people, and maintenance.		
Airborne Potential – *Hazard Level 1 to 3*		**Exposure potential – *Hazard Level 1 to 3***	
1	Material not present in common air space.	1	Accessed only by maintenance personnel.
2	Material exposed to natural ventilation	2	Accessible to small numbers of personnel.
3	Material exposed to forced ventilation (A/C, fans)	3	Readily accessible to the majority of persons

By multiplying the hazard level from each risk factor the total can then be used to determine the recommended Health Risk/Action Priority Levels as presented in Table 2.

Table 2

Risk Level	**Risk Status**	**Action Priority**
50+	High (H)	Immediate action should be taken (Materials that pose an immediate or elevated health risk to employees and/or general public – assessed as in poor condition / very friable).
20 - 49	Moderate (M)	Removal or encapsulation and regular monitoring of the material is recommended (likely potential for further deterioration, instability, and an increased risk of exposure).
1 - 19	Low (L)	Label maintain and review (Products or materials that pose little health risk to employees and/or general public – assessed as stable, non-friable, low access).
0	Nil (N)	No action necessary.

Note: Where any planned maintenance, refurbishment or demolition works will disturb ACM, licensed removal is recommended**.**

4 ASBESTOS MATERIALS REGISTER

Table Abbreviations: Visual Observation (**VO**); Chrysotile (**CH**); Amosite (**AM**); Crocidolite (**CR**); No Asbestos Detected (**NAD**), No Action Required (**N),** Not Assessable (**NA**), Not Determined **(ND)**.

Assessment by:	Alexandar Mitevski	**Date of inspection:**	18 October 2023	**Register Review & Re-Inspection:**	N/A - Unless prior to refurbishment or demolition works
Site Contact:	Katrina Giugni	**Site Location:**	9 Nyrang St, Fyshwick ACT 2609		

Sample No.	Results	Photo ID	Description	Location	Asbestos Type	Condition	Accessibility	Airborne Potential	Exposure Potential	Risk Score	Action Priority	Quantity (m, m^2, m^3)	Comments/ Recommendations
Asbestos Containing Materials													
No items suspected or confirmed to contain Asbestos were identified during the site inspection.													
Non-Asbestos Containing Materials													
S112376.1/A03	NAD	1	Fibre cement sheet	External; Timber look wall cladding	0	-	-	-	-	-	N	-	No action required.
S112376.1/A04	NAD	2	Mastic	External; Expansion mastic	0	-	-	-	-	-	N	-	No action required.
Visual Observation	NAD	3	Backing Board	External; Switchboard cabinet, modern backing board	0	-	-	-	-	-	N	-	No action required.
S112376.1/A01	NAD	4	Fibre cement sheet	Internal; Toilet entry, ceiling lining	0	-	-	-	-	-	N	-	No action required.

Sample No.	Results	Photo ID	Description	Location	Asbestos Type	Condition	Accessibility	Airborne Potential	Exposure Potential	Risk Score	Action Priority	Quantity (m, m^2, m^3)	Comments/ Recommendations
S112376.1/A02	NAD	5	Fibre cement sheet	Internal: Back of house, storage room, wall lining	0	-	-	-	-	-	N	-	No action required.
Visual Observation	NAD	6	Particle Board	Internal; Black painted vertical panels above menu screens	0	-	-	-	-	-	N	-	No action required.

4.1 No Access Areas / Areas of Limited Access

The following areas were not accessible or could not be safely accessed at the time of the inspection:

- Ceiling cavity - Uneven ground beneath access points or access points greater than 3m from ground surface.
- Subfloor - No visible entry point observed.
- Roof - Greater than 3m from ground/surface - Due to height restrictions.
- Areas greater than 3m from the ground/floor surface – Due to height restrictions.
- Wall cavities, voids, concealed/false walls, ceilings and floors within the building – Non-intrusive survey.

These areas may be presumed to contain asbestos based on the surveyor's visual assessment and experience. Further investigation may be necessary prior to invasive works which may disturb materials within these areas.

5 ASBESTOS HEALTH RISKS

The related health aspects of exposure to airborne asbestos fibres have been documented in the SafeWork Australia Code of Practice: *How to Manage and Control Asbestos in the Workplace* (2018). The information in this code of practice identifies Asbestos as a known carcinogen. The inhalation of asbestos fibres is known to cause mesothelioma, lung cancer and asbestosis.

Malignant mesothelioma is a cancer of the outer covering of the lung (the pleura) or the abdominal cavity (the peritoneum). It is usually fatal. Mesothelioma is caused by the inhalation of needle-like asbestos fibres deep into the lungs where they can damage mesothelial cells, potentially resulting in cancer. The latency period is generally between 35 and 40 years, but it may be longer, and the disease is very difficult to detect prior to the onset of illness. Mesothelioma was once rare, but its incidence is increasing throughout the industrial world as a result of past exposures to asbestos. Australia has the highest incidence rate in the world.

Lung cancer has been shown to be caused by all types of asbestos. The average latency period of the disease, from the first exposure to asbestos, ranges from 20 to 30 years. Lung cancer symptoms are rarely felt until the disease has developed to an advanced stage. Asbestosis is a form of lung disease (pneumoconiosis) directly caused by inhaling asbestos fibres, causing a scarring (fibrosis) of the lung tissue which decreases the ability of the lungs to transfer oxygen to the blood. The latency period of asbestosis is generally between 15 and 25 years.

Asbestos poses a risk to health by inhalation whenever asbestos fibres become airborne and people are exposed to these fibres. Accordingly, exposure should be prevented. The National Exposure Standard (NES) TWA of 0.1 fibres/mL should never be exceeded, and control measures should be reassessed whenever air monitoring indicates the ‘control level’ of 0.01 fibres/mL has been reached.

ACM can release asbestos fibres into the air whenever they are disturbed, and especially during the following activities:

- any direct action on ACM, such as drilling, boring, cutting, filing, brushing, grinding, sanding, breaking, smashing, or blowing with compressed air (State and Territory legislation prohibits most of these actions, and the relevant laws should be checked before performing any activity on ACM),
- the inspection or removal of ACM from workplaces (including vehicles, plant, and equipment),
- the maintenance or servicing of materials from vehicles, plant, equipment, or workplaces, and
- The renovation or demolition of buildings containing ACM.

6 RESPONSIBILITIES

This Asbestos Materials Survey and Management Plan has been designed to be integrated into the existing maintenance and operations programs. It is critical to the Management Plan that all responsible persons involved in the management and functioning of the site are adequately informed and trained in the purpose and use of the document.

The personnel responsible for the implementation and maintenance of the Management Plan may include:

- Persons conducting a business or undertaking (PCBU),
- Persons conducting a business or undertaking with management or control of a workplace,
- Persons conducting a business or undertaking carrying out demolition or refurbishment work.

Table 3. Asbestos materials management and control responsibilities of duty holders.

Duty Holder	Responsibilities
Person Conducting a business or undertaking (PCBU)	**Control risk of exposure** • must ensure, so far as is reasonably practicable, that exposure of a person at the workplace to airborne asbestos is eliminated, except in an area that is enclosed to prevent the release of respirable asbestos fibres and negative pressure is used. If this is not reasonably practicable, the exposure must be minimised so far as is reasonably practicable. • must ensure the exposure standard for asbestos is not exceeded at the workplace.
Person Conducting a business or undertaking (PCBU)	**Health monitoring** • must ensure health monitoring is provided to a worker who is carrying out licensed removal work, other ongoing asbestos removal work or asbestos-related work and there is risk of exposure when carrying out that work. • must ensure the health monitoring is carried out under the supervision of a registered medical practitioner and information as specified in the WHS Regulations is provided to that medical practitioner. • must pay all expenses for health monitoring, obtain report, and keep records of all health monitoring.
Person Conducting a business or undertaking (PCBU)	**Training and use of equipment** • must ensure that information, training, and instruction provided to a worker is suitable and adequate and that it is provided in a way that is readily understandable by any person to whom it is provided • must ensure that, if a worker is either carrying out asbestos-related work or may be involved in asbestos removal work, they are trained in the identification and safe handling of asbestos and ACM and the suitable control measures • for workers who carry out work where asbestos is likely to be found, training must be provided on hazards and risks associated with asbestos.
Person Conducting a business or undertaking (PCBU)	**Controlling the use of equipment** • must not use, or direct or allow a worker to use, certain equipment on asbestos and ACM.

Person Conducting a business or undertaking (PCBU)	**Asbestos related work** • must, if there is uncertainty as to whether work is asbestos-related work, assume asbestos is present or arrange for an analysis of a sample to be undertaken to determine if asbestos or ACM is present. • must give information as specified in regulation 480 of the WHS Regulations to a person who is likely to be engaged to carry out asbestos-related work. • must ensure the asbestos-related work area is separated from other work areas at the workplace, signs are used to indicate where the asbestos-related work is being carried out and barricades are used to delineate the asbestos-related work area. • must ensure a competent person carries out air monitoring of the work area if there is uncertainty as to whether the exposure standard is likely to be exceeded. • must ensure that asbestos waste is contained and labelled in accordance with the Globally Harmonised System of Classification and Labelling of Chemicals (GHS) before it is removed and is disposed of as soon as practicable. • must ensure, where personal protective equipment (PPE) is used and contaminated with asbestos, such PPE is sealed, decontaminated, labelled, and disposed of in accordance with the WHS Regulations. If this is not reasonably practicable, the PPE must be laundered in accordance with the WHS Regulations. PPE that is not clothing and cannot be disposed of must be decontaminated and kept in a sealed container until it is reused for the purposes of asbestos-related work.
PCBU with management or control of a workplace	**Identifying or assuming Asbestos or ACM** • must ensure, so far as is reasonably practicable, that all asbestos or ACM at the workplace is identified by a competent person or assume its presence. • may identify asbestos or ACM by arranging a sample of the material to be analysed.
PCBU with management or control of a workplace	**Indicating presence and location** • must ensure the presence and location of asbestos or ACM identified (or assumed to be identified) at the workplace is clearly indicated (by a label if reasonably practicable).
PCBU with management or control of a workplace	**Asbestos register** • must ensure an asbestos register is prepared, maintained, reviewed, and kept at the workplace. It must be readily available to workers, their health and safety representatives and other persons • must ensure, when management or control of the workplace is relinquished, a copy of the asbestos register is given to the person assuming management or control.
PCBU with management or control of a workplace	**Asbestos Management Plan** • must, where asbestos has been identified at the workplace, ensure an asbestos management plan is prepared, maintained, and reviewed. It must be accessible to workers, their health and safety representatives and other persons.
PCBU with management or control of a workplace	**Naturally occurring asbestos** • must manage the risks associated with asbestos at the workplace and, where identified at the workplace or likely to be present, ensure that a written asbestos management plan is prepared, maintained, and reviewed.

PCBU with management or control of a workplace	**Demolition and refurbishment work** • prior to demolition or refurbishment work starting, must review the asbestos register and ensure all asbestos that is likely to be disturbed is identified and removed so far as is reasonably practicable • must provide a copy of the asbestos register to the person carrying out the demolition or refurbishment work before the work commences • must, if an emergency occurs and a structure or plant is to be demolished, ensure that before the demolition occurs there is a procedure to reduce the risk of exposure to asbestos to below the exposure standard and notify the regulator about the emergency.
PCBU carrying out demolition or refurbishment work	**Demolition and refurbishment work** • must, prior to the demolition or refurbishment work being carried out: obtain a copy of the asbestos register for the workplace from the person with management or control before the work commences • if an asbestos register is not available, ensure the structure or plant to be demolished or refurbished has been inspected by a competent person to determine if any asbestos or ACM is fixed to or installed (or assume it's presence) • where asbestos is determined to be fixed to or installed, tell the occupier, owner (if at a domestic premises) or the person with management or control in any other case • ensure asbestos at domestic premises that is likely to be disturbed by the demolition or refurbishment is identified and, if reasonably practicable, removed before the work starts • if an emergency occurs at domestic premises where asbestos is identified (or assumed) and it must be demolished, ensure there is a procedure to reduce the risk of the exposure to asbestos to below the exposure standard and notify the regulator about the emergency.

7 CONTROL OF ASBESTOS HAZARDS AND REMOVAL

Control measures need to be implemented based on the risks of exposure to ACM at a workplace. The control measures should be aimed at eliminating risk arising from ACM and preventing exposure. The control measures are to follow the following hierarchy of controls:

1. Elimination/removal
2. Substitution
3. Isolation/Enclosure/Sealing
4. Engineering Controls
5. Safe Work Practices (Administrative controls)
6. Personal Protective Equipment (PPE)

The following information should be used as a guideline when determining the correct control method for management the ACM risks.

- If the ACM are friable and not in a stable condition, and there is a risk to health from exposure, they should be removed by an asbestos removalist as soon as practicable.
- If the ACM are friable but are in a stable condition and are accessible, serious consideration should be given to their removal. If removal is not immediately practicable, short-term control measures, such as sealing and enclosure, may be able to be used until removal is possible, although some State and Territory WHS authorities do not permit the sealing or encapsulation of ACM.
- If the ACM are not friable and are in a good, stable condition, minimising disturbance and encapsulation may be appropriate controls. Again, however, some State and Territory authorities do not permit sealing or encapsulation.
- Any remaining ACM should be clearly labelled, where possible, and regularly inspected to ensure they are not deteriorating or otherwise contributing to an unacceptable health risk.
- ACM need to be removed before demolition, partial demolition, renovation, or refurbishment if they are likely to be disturbed by those works, in accordance with the Safe Work Australia *Work Health and Safety (How to Safely Remove Asbestos Code of Practice) Approval 2018*.

7.1.1 Elimination / Removal of Asbestos

Asbestos removal work must be performed under certain controlled conditions. Removal is considered preferable to the other abatement options such as enclosure or encapsulation as it eliminates the hazard from the workplace. The removal process, however, does pose an increased risk to personnel engaged in the removal, and may result in increased levels of airborne contaminant (asbestos fibres) in adjacent occupied areas if the removal program is not strictly controlled. The recommendations, conclusions or stability of asbestos materials contained in this report shall not abrogate a person of their responsibility to work in accordance with Statutory Requirements, Codes of Practice, Guidelines, Material Safety Data Sheets, Work Instructions, or reasonable work practices.

Asbestos containing materials (ACM) are referred to as either friable or bonded. Friable asbestos is in the form of a powder, or can be crumbled, pulverized, or reduced to powder by hand pressure when dry. Friable asbestos includes materials such as sprayed and thermal insulation, pipe lagging and millboard, and can release fibres with only minimal disturbance. Non-Friable asbestos products are ones in which the asbestos fibres are bound within the matrix of the material. Non-friable asbestos is difficult to damage or cause the release of fibres by hand and includes materials such as asbestos cement sheeting (fibre cement or fibro), vinyl floor tiles and zelemite electrical switchboards. However, non-friable asbestos containing materials that have been subjected to weathering, physical damage, water damage, fire or other conditions may contain exposed fibres which could be released upon disturbance.

Control Measures

Friable Asbestos

Friable ACM exhibits the greatest risk to human health as fibres are released upon minimal disturbance. As such removal and replacement would be the preferred option if such materials were found in accessible areas or air conditioning systems.

The selection of the most appropriate control measure should be determined from risk assessments and detailed knowledge of the workplace and activities. The following general principles may be applied:

1. If the ACM is friable, in a poor/unstable condition and accessible with risk to health from exposure, immediate access restrictions should be applied, and removal is required as soon as practicable using a licensed removalist.
2. If the ACM is friable and accessible but in a stable condition, removal is preferred. However, if removal is not immediately practicable, short-term control measures (i.e., restrict access, sealing, enclosure etc.) may be employed until removal can be facilitated.
3. If the ACM is friable, in good condition and not accessible, a lower priority for removal and replacement should be given any such material. However, the removal of friable asbestos should be planned for the medium to long term and preferable in conjunction with planned minor or major building works.

Non-Friable Asbestos

Where the ACM situation has been identified to be bonded but, in a poor, unstable condition and assessed as high risk; minimising disturbance and removal or encapsulation may be appropriate controls.

For non-friable ACMs in a good and stable condition, ongoing maintenance and periodic inspection would be appropriate controls.

Any remaining identified ACM's or presumptions should be appropriately labelled, where possible, and regularly inspected to ensure they are not deteriorating resulting in a potential risk to health.

Prior to any demolition, partial demolition, renovation or refurbishment, asbestos containing materials likely to be disturbed by those works should be removed in accordance with the Safe Work Australia *Work Health and Safety (How to Safely Remove Asbestos Code of Practice) 2018* including the development of asbestos removal control plan (ARCP).

Further assessment of risk through airborne fibre monitoring can assist with decisions on the most appropriate, and urgency of, control measures.

Asbestos Removal Requirements

In the event that activities are required to or will remove asbestos containing materials as part of any building works the following must be complied with:

- All maintenance on, or removal of, asbestos is only to be undertaken by licensed removal contractors.
- At no time are unlicensed maintenance personnel /contractors to undertake work requiring an asbestos removal license that involves the disturbance of asbestos materials.

The following procedures are an outline of the methods to be used by the asbestos removal contractors when working in the buildings to allow access by maintenance personnel. These procedures *are not intended* for use for large scale asbestos removal. Specific procedures should be compiled for all large-scale asbestos removal.

Asbestos Cement Sheeting Material

The following procedure is to be followed for undertaking maintenance work in areas containing asbestos cement sheeting. It is only necessary to adopt this procedure for work that will disturb the asbestos cement sheet. Other work in the adjacent area which does not disturb the asbestos may be undertaken without special precautions, including:

- Plastic sheeting is to be placed on the floor of the area in which the work is to be undertaken.
- Barrier tape with appropriate signage is to be placed approximately 10m from the work area to prevent unauthorised access.
- All persons involved in the maintenance work are to wear disposable coveralls and approved respirator.
- If asbestos cement sheet must be disturbed, it is to be wetted to suppress any dust generated from the work. Approved vacuum cleaners are to be used during the work to collect dust generated by the work.
- At the completion of the work the area is to be thoroughly vacuumed and all plastic and disposable coveralls are to be sealed in plastic bags for disposal. Respirators are to be bagged for later cleaning and reuse.
- The area is to be inspected by the hygienist to ensure that all asbestos debris has been removed.
- A copy of clearance report is to be given to the building controller.

Non-Friable Asbestos Products such as Vinyl Floor Tiles & Electrical Backing Boards

The following procedure is to be followed for undertaking maintenance work in areas containing bonded asbestos materials. It is only necessary to adopt this procedure for work that will disturb the above-mentioned asbestos materials. Other work in the adjacent area that does not disturb the asbestos material may be undertaken without special asbestos precautions:

- Where appropriate, plastic sheeting is to be placed on the floor of the area in which the work is to be undertaken.
- Barrier tape with appropriate signage is to be placed approximately 10m from the work area to prevent unauthorised access.
- All persons involved in the maintenance work are to wear disposable coveralls and approved respirator.
- All dust and debris generated during the work is to be collected and placed in plastic bags for disposal.
- At the completion of the work the area is to be vacuumed and wet wiped and all plastic and disposable coveralls are to be sealed in plastic bags for disposal. Respirators are to be bagged for later cleaning and reuse.
- The area is to be inspected by the hygienist to ensure that all asbestos debris has been removed.
- A copy of clearance report is to be given to the property controller.

Air Monitoring and Clearance Inspections

Before an area can be re-occupied post asbestos removal a clearance inspection must be performed. The clearance inspection must be undertaken by a competent person only and a clearance certificate must be obtained from the competent person. Clearance monitoring is recommended for Asbestos removal jobs and should be assessed as part of the planning and conduct of the removal job.

All asbestos removal work must be verified by requiring final clearance certificates for both inspections and monitoring if required.

7.1.2 Leave in Situ

The identification of Asbestos containing material (ACM) in a building does not automatically necessitate its immediate removal. Materials in a stable condition and not prone to mechanical damage can generally remain in situ.

The ACM will need to be inspected on a regular basis to ensure its integrity is maintained. The ACM should be labelled according to SafeWork Australia Code of Practice: *How to Manage and Control Asbestos in the Workplace* (2011). This form of control method is to be used in conjunction with encapsulation or sealing to ensure that the risk of airborne fibres is minimised. It is also advisable to label all identified and presumed ACM while they remain in situ.

7.1.3 Sealing or Encapsulation

Encapsulation refers to the coating of the outer surface of the asbestos containing material by the application of some form of sealant compound that usually penetrate to the substrate and harden the material. Sealing is the process of covering the surface of the material with a protective coating impermeable to asbestos. Encapsulation or sealing helps protect the asbestos from mechanical damage and is designed to reduce the risk of exposure by inhibiting the release of asbestos fibres into the airborne environment and increase the length of serviceability of the product.

The use of encapsulation or sealing may be of limited application. It is not considered to be an acceptable alternative to repairing or removing severely damaged asbestos materials.

7.1.4 Enclosure or Isolation

Enclosure involves installing a barrier between the asbestos containing material and adjacent areas. This is effective in inhibiting further mechanical damage to the asbestos, and friable products such as calcium silicate pipe lagging or sprayed limpet asbestos which may be targeted for enclosure where removal is not an option. The type of barrier installed may include plywood or sheet metal products, constructed as a boxing around the asbestos.

7.1.5 Safe Work Practices

Work involving the removal of asbestos is to be conducted as per the guidelines in the Safe Work Australia *Work Health and Safety (How to Safely Remove Asbestos Code of Practice) 2018*. Safe Work Practices regarding asbestos are covered in detail within ***Section 9*** of this AMP.

7.1.6 Personal Protective Equipment

The personal protective equipment requirements for work involving asbestos containing materials at the Subject site are to be based on the risk assessment. The Safe Work Australia *Work Health and Safety (How to Safely Remove Asbestos Code of Practice) 2018* should be consulted to determine the PPE needs as well as 1715 and AS 1716 for respiratory protection. PPE used during the asbestos removal should be treated as waste and disposed of in the approved asbestos waste bags. Personal Protective Equipment as a control against the asbestos risk is discussed in detail within ***Section 9*** of this AMP.

8 ONGOING MANAGEMENT OF IN SITU ACM

The management of in situ asbestos containing materials (ACM) entails that the ACM is not disturbed or becomes subject to deterioration to such an extent that staff and users, external contractors or visitors are unnecessarily exposed to 'Inhalable' asbestos fibres.

8.1 Re-inspections

Re-inspections of ACMs remaining on site are to be conducted by a competent person only. Such re-inspections will comprise a visual assessment of the condition of the materials to determine whether the material remains in a satisfactory condition, or if deterioration has occurred since the previous inspection. Such re-inspections will determine if any remedial action, such as encapsulation, isolation, or removal of the ACM, is required. Re-inspections will be performed on a regular basis (every 5 years for asbestos).

Normally, re-sampling of materials would not be required during re-inspections. If, however, previously unidentified, or undocumented ACMs, or materials suspected of containing ACMs, are encountered during the re-inspection process, sampling and analysis will need to be performed. The ACMs register, where necessary, will be updated and re-issued at the completion of the re-inspection work.

8.2 Record Keeping

The relevant stakeholder (or contracted representative) shall maintain detailed records of all activities and work permits relating to ACMs works which have been undertaken on the premises contained within this report. The records kept should include:

- Copies of all Asbestos survey reports, including updates and amendments (Refer to Appendix F for example of a Site ACM Maintenance Log),
- Copies of all 'permit to work' documents,
- Site induction records pertaining to the informing of contractors about the presence of ACMs on site, and that such contractors have been appropriately trained in safe work procedures and practices,
- Records pertaining to the informing of contractors about the presence of ACMs on site, and that such persons have been appropriately trained in safe work procedures and practices,
- Records of any ACMs abatement works performed on site,
- Clearance certificates indicating areas are safe to reoccupy after ACMs abatement works,
- Air monitoring results of asbestos fibre,
- Previous versions of the ACMs register, and
- All asbestos related records and documents are to be retained for 70 years after the: removal of the ACM; after the building has been demolished; after the last action.

8.3 Labelling and Signage

The relevant stakeholder/s (or contracted representative) should implement a system of labelling throughout the premises where applicable, to clearly identify and provide warning of the presence of ACMs and principally asbestos containing materials.

ACMs labels must comply with Australian Standard AS1319 Safety Signs for the Occupational Environment. An example of the standard warning labels for asbestos is illustrated below:

The policy of the stakeholders should be to install signage in areas that contain ACM including plant, equipment, and components. These signs should be placed at all entrances to the work areas where asbestos is present. And, to cover the following situations and conditions:

- Labels are to be placed on items of ACM identified or presumed and any ACM enclosed or inaccessible,
- The positions and number of labels required should be determined by a competent person,
- The labels are to be located and consistent with the locations in the ACM register, and
- Warning labels are to be in a location that will alert persons to not disturb the material without the correct training.

8.4 Occupational Exposure Standards

The aim of the stakeholders is to keep personal exposure to hazardous (asbestos) building materials as low as reasonably achievable. Where occupational exposure to such hazards is likely to occur, exposure is not to exceed the occupational exposure standards as published by the National Occupational Health and Safety Commission (WorkSafe Australia).

Occupational exposure for asbestos is measured using the Membrane Filter Method, by collecting a sample of air from the breathing zone of a person, over a minimum four-hour duration.

The current occupational exposure standards TWA for asbestos are:

- Chrysotile (white) asbestos - 0.1 fibres per millilitre
- Amosite (brown) asbestos - 0.1 fibres per millilitre
- Crocidolite (blue) asbestos - 0.1 fibres per millilitre
- Other forms of asbestos or a mixture of asbestos types - 0.1 fibres per millilitre

9 SAFE WORK PRACTICES

9.1 General

Prior to commencing any works on the Subject site, such as demolition, refurbishment or maintenance, the Asbestos register for the site or structure in question must be consulted to determine if any ACM is present which is at risk of being disturbed. If it is documented ACM is present in the area, and may be impacted upon by the proposed works, it must be removed under controlled conditions by a competent person licensed to perform asbestos removal work prior to the commencement of any further works.

Depending on the nature of the ACM, abatement options other than removal (such as encapsulation) may be feasible but removal is the preferred method of control. If unknown materials, or undocumented materials suspected of containing asbestos are encountered during site works, such materials are to be sampled and treated as if they contain asbestos and any work that would impact on that material must immediately cease, pending sampling and analysis by a qualified person. This will allow the property controller to determine what control methods are required.

Any external contractor contracted to perform works on or in a building of such an age that ACM may be present, must, prior to commencing work, undergo a site/client specific induction. Such an induction is designed to alert the contractor to the possible presence of ACM, and the various issues associated with working with asbestos in building structures. The asbestos register for the building in question will be consulted in the presence of the contractor during the site induction, and it will be determined if any ACM are at risk of being disturbed as a result of the intended works. If this is suspected to be the case, the contractor engaged is to ensure that a licensed asbestos removalist performs the asbestos removal work which will require an Asbestos Permit to Work to be made available prior to commencing the work.

It is important that safe work practices are in place when carrying out asbestos work or asbestos-related work. Wherever possible, dry asbestos should not be worked on. Techniques that prevent or minimise the generation of airborne asbestos fibres include:

- the wetting of asbestos using surfactants or wetting agents, such as detergent water,
- the use of thickened substances, pastes and gels, including hair gel and shaving cream, to cover the surfaces of asbestos being worked on (these substances should be compatible with the conditions of use, including the temperature, and should not pose a risk to health),
- the use of shadow vacuuming, and
- performing the task in a controlled environment (for instance, a ventilated enclosure).

9.2 Tools and Equipment

Tools and equipment to be used for asbestos removal jobs are to minimise the generation of airborne asbestos fibres. High-speed abrasive power or pneumatic tools such as angle grinders, sanders, saws, and high-speed drills must never be used. Hand tools are preferred overpower tools. At the end of the removal work, all tools should be:

- Decontaminated (i.e., fully dismantled and cleaned under controlled conditions), or
- Placed in sealed containers (and used only for asbestos removal work), or
- Disposed of as asbestos waste.

9.3 Personal Protective Equipment (PPE)

PPE will need to be used, in combination with other effective control measures, when working with asbestos. The selection and use of PPE should be based on a risk assessment. The ease of decontamination should be one of the factors considered when choosing PPE. For PPE that is not clothing and cannot be disposed of, it must be decontaminated and kept in a sealed container until it is reused for the purposes of asbestos-related work.

9.3.1 Coveralls

- Protective clothing should be made from material capable of providing adequate protection against fibre penetration.
- When selecting protective clothing, other hazards—including heat stress, fire, and electrical hazards—should also be considered.
- Disposable coveralls with fitted hoods and cuffs should be worn. Coveralls with open pockets and/or Velcro fastenings should not be used, because these features can be contaminated and are difficult to decontaminate. Fitted hoods should always be worn over the straps of respirators and loose cuffs should be sealed with tape. Disposable coveralls rated type 5, category 3 (prEN ISO 13982–1) or equivalent would meet this standard.
- Asbestos fibres must be prevented from being transported outside the workplace by thoroughly vacuuming asbestos fibres from work clothes using an asbestos vacuum cleaner or, depending on the level of contamination and risk, the use of a water spray bottle or damp cloths may be appropriate.
- Disposable coveralls need to be of a suitable standard to prevent penetration of asbestos fibres as far as is practicable. Disposable coveralls rated type 5, category 3 (prEN ISO 13982-1) or the equivalent would meet this standard.
- Non-disposable coveralls are not recommended and would require specialist laundering if used.
- Any clothing worn under coveralls must be disposed of or suitably bagged for laundering as asbestos-contaminated clothing.

9.3.2 Footwear and Gloves

- Laced boots should be avoided as they can be difficult to clean and asbestos dust can gather in the laces and eyelets. Laceless boots such as gumboots are preferred where practicable. If boot covers are worn, they should be of a type that has anti-slip soles to reduce the risk of slipping.
- Safety footwear must be decontaminated before being removed from the asbestos work area or sealed in double bags, the exterior of which is decontaminated, for use only on the next asbestos maintenance task. Alternatively, work boots that cannot be effectively decontaminated should be disposed of as asbestos waste at the end of the work.
- The use of protective gloves should be determined by a risk assessment. If significant amounts of asbestos fibres may be present, disposable gloves should be worn. Protective gloves can be unsuitable if dexterity is required. Personal decontamination including hand and fingernail washing should be carried out each time workers leave the asbestos work area and at the completion of asbestos maintenance and service work. Any gloves used must be disposed of as asbestos waste.

9.3.3 Respiratory Protective Equipment (RPE)

- In general, the selection of suitable RPE depends on the nature of the asbestos work, the probable maximum concentrations of asbestos fibres that would be encountered in this work and any personal characteristics of the wearer that may affect the facial fit of the respirator (e.g., facial hair, glasses).
- A competent person should determine the most efficient respirator for the task.
- RPE should comply with AS/NZS 1716-2003 *Respiratory Protective Devices* and be selected, used, and maintained in accordance with AS/NZS 1715-1994 *Selection, Use and Maintenance of Respiratory Protective Devices.* They must always be worn under fitted hoods. Face pieces should be cleaned.
- RPE should be used until all contaminated disposable coveralls and clothing has been vacuum cleaned and/or removed and bagged for disposal and personal washing has been completed. RPE should be properly stored when not in use.
- More comprehensive advice on RPE is provided in the Safe Work Australia *Work Health and Safety (How to Safely Remove Asbestos Code of Practice) 2018.*

9.4 Laundering Clothing

Disposable coveralls should be used as protective clothing unless it is not reasonably practicable to do so. When non-disposable protective clothing is used, the contaminated clothing must be laundered in a suitable laundering facility that is equipped to launder asbestos-contaminated clothing. Contaminated protective clothing must not be laundered in homes. Any clothing worn under coveralls must be disposed of or suitably bagged for laundering as asbestos-contaminated clothing.

9.5 Cleaning Up

Following any asbestos work carried out, there are requirements to ensure the work area, tools and workers are decontaminated and asbestos waste is disposed of properly. In addition to this, for licensed removal work a clearance certificate will be required before the work area can be reoccupied for ordinary use.

The Safe Work Australia *Work Health and Safety (How to Safely Remove Asbestos Code of Practice) 2018* provides details on decontamination and waste disposal.

10 TRAINING AND AWARENESS

A licensed, reputable asbestos removalist should undertake all asbestos removal work. Site staff/personnel, contractors and others who may come into contact with asbestos containing materials (ACM) at the subject site either directly or indirectly should be provided with asbestos awareness training. Such training may include the following:

- Purpose of the training.
- Information on the health risks associated with ACM.
- Information on the presence of ACM in relative buildings/sites, including the types of asbestos, uses and typical locations/likely occurrences where ACM may be encountered.
- The trainee roles and responsibilities under the Asbestos Management Plan.
- Information on the site register of ACM and how to access it.
- The timetable of ACM removal at the subject site.
- Process and procedure to be followed to prevent exposure.
- The correct use of maintenance and controls measures, PPE, and work methods to minimise the risks from ACM, limit the exposure to workers and limit the spread of asbestos fibres outside any asbestos work area.
- The relevant National Exposure Standards and control levels for ACM.
- The purpose of any air monitoring or health surveillance that may occur.

11 EMERGENCY PROCEDURES

An emergency situation is most likely to entail such a scenario where asbestos containing materials (ACM) present on site have been inadvertently disturbed through actions of site employees, users, maintenance personnel, contractors, visitors, or damaged by severe weather conditions (e.g., hail damage to a corrugated asbestos cement roof). Where such damage has occurred, the site manager or persons with control of the site shall be notified immediately. The below procedural steps may form the framework for site operations in response to an emergency involving asbestos or an unexpected asbestos find:

Step 1: Suspected asbestos material uncovered at worksite.

Step 2: Cease work and evacuate affected area.

Step 3: Contact immediate supervisor and raise a Hazard Report.

Step 4: Consult Safety and Environment Coordinators, Site manager and OHS & E Consultant.

Step 5: Arrange for erection of barricades around the affected area. Ensure all PPE is worn as per **Section 9.3**.

Step 6: Provide PPE as per **Section 9.3** to staff required to be in the vicinity of the affected area.

Step 7: Carry out staff site briefing.

Step 8: Assessment and testing of area by an OHS & E Consultant.

Step 9: If asbestos is found proceed with remediation under recommendations of consultant, if not resume works.

Step 10: Engage the removal contractor and gain appropriate Work Cover Permit if required and proceed with remediation and airborne asbestos monitoring.

Step 11: Clearance to be provided on completion.

Step 12: Return to normal operations.

During any removal of ACM an emergency within the building may necessitate the need to evacuate the building. The risks associated with any asbestos removal work should be assessed and include contingencies in the case of an emergency. Workers should be trained in the event of an emergency. Decontamination procedures can be temporarily waived in the event of an emergency, and this is to be based on risk. The event likely to present in an emergency may include but not be limited to:

- Fire Evacuation.
- Chemical spill and contamination.
- Gas leak/contaminated atmosphere hazardous to health.

In the case of the above situations requiring an emergency, Site supervisor, Site Security and the other Stakeholders should be notified immediately, and the area evacuated.

12 STATEMENT OF LIMITATIONS

This report and the associated services performed by SWE are in accordance with the scope of services set out in the contract between SWE and the Client. The scope of services was defined by the requests of the Client, by the time and budgetary constraints imposed by the Client, and by the availability of access to the Subject Site.

SWE derived the data in this report primarily from research, visual inspections, examination of available records, interviews with individuals with information about the site, and if requested, limited sample collection and analysis made on the dates indicated. In preparing this report, SWE has relied upon, and presumed accurate, certain information provided by government authorities, the Client and others identified herein. Except as otherwise stated in the report, SWE has not attempted to verify the accuracy or completeness of any such information.

Limitations also apply to analytical methods used in the identification of substances [refer to examples a), b) and c) below]. These limitations may be due to non-homogenous material being sampled (i.e., the sample to be analysed may not be representative), low concentrations, the presence of 'masking' agents and the restrictions of the approved analytical technique. As such, non-statistically significant sampling results can only be interpreted as 'indicative' and not used for quantitative assessments.

a). Due to the very low concentration of asbestos fibres and the non-homogenous matrix of vinyl floor tiles, false negative results may be obtained. Therefore, the accuracy of all results cannot be guaranteed.

b). Notably, with some asbestos containing bulk material it can be very difficult, or impossible to detect the presence of asbestos using the polarised light microscopy analytical method, even after ashing or disintegration of samples. This is due to the low grade or small length, or diameter of asbestos fibres present in the material, or attributed to the fact that, very fine fibres have been distributed individually throughout the materials.

c). The analysis of many asbestos products used as a component of insulation materials, may be compromised in instances where the material has been heat affected, as heat may alter the morphology of the fibrous material.

No warranty, undertaking, or guarantee, whether expressed or implied, is made with respect to the data reported or to the findings, observation, conclusions, and recommendations expressed in this report. Furthermore, such data, findings, observations, conclusions, and recommendations are based solely upon the existence at the time of the investigation. The passage of time, manifestation of latent conditions or impacts of future events (e.g., changes in legislation, scientific knowledge, land uses, etc.) may require further investigation at the site with subsequent data analysis and re-evaluation of the findings, observation, conclusions, and recommendations expressed in this report.

This report has been prepared on behalf of and for the exclusive use of the Client and is subject to and issued in connection with the provisions of the agreement between SWE and the Client. SWE accepts no liability or responsibility whatsoever and expressly disclaims any responsibility for or in respect of any use of or reliance upon this report by any third party or parties.

It is the responsibility of the Client to accept if the Client so chooses any recommendations contained within and implement them in an appropriate, suitable, and timely manner.

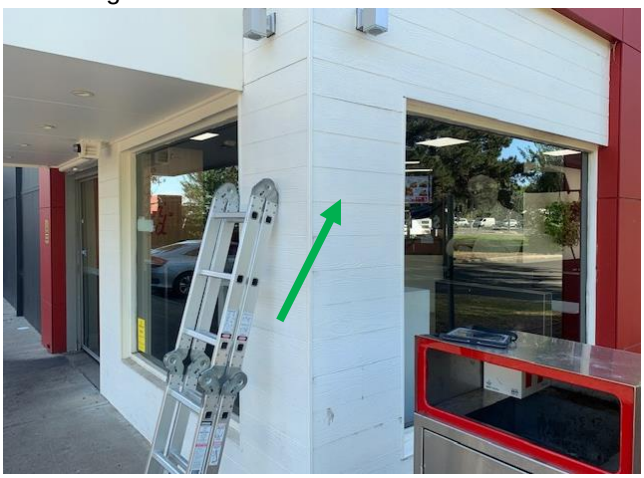
13 REFERENCES

- *Work Health and Safety Act 2011.*
- *Dangerous Substances (General) Regulation 2004.*
- *Work Health and Safety Regulation 2011.*
- *AS2601 (2001) The Demolition of Structures.*
- SafeWork Australia Code of Practice: *How to Manage and Control Asbestos in the Workplace* (2018).
- Safe Work Australia *Work Health and Safety How to Safely Remove Asbestos Code of Practice (2018).*
- NOHSC *Guidance Note on the Membrane Filter Method for Estimating Airborne Asbestos Dust, 2nd Edition [NOHSC: 3003 (2005)]*

APPENDIX A

Photographs

Photograph 1: External; timber look wall cladding containing no asbestos.



Photograph 2: External; expansion mastic containing no asbestos.

Photograph 3: External; Switchboard cabinet containing modern backing boards.

Photograph 4: Internal; toilet entrance ceiling lining containing no asbestos.

Photograph 5: Internal; back of house storage room wall lining containing no asbestos.

Photograph 6: Internal; Upper wall lining above menu screens containing no asbestos.

APPENDIX B

Laboratory Analysis Report

SAFE WORK & ENVIRONMENTS

24 October 2023

Accredited for compliance with ISO/IEC 17025 - Testing

Attention: Katrina Guigni
Company: Ray White Commercial
Fax/email: katrina.giugni@raywhite.com
Address: Level 6, 28 University Avenue, Canberra ACT 2600
Client Reference: 9 Nyrang Street, Fyshwick

SWE Report Reference: S112376.1
Date of Receipt: 24 October 2023
Sample Analysis Date: 24 October 2023
SWE Laboratory: Suite 15, 103 Majors Bay Road, Concord NSW 2137

NATA Accreditation No: 17092 **Site Number:** 18665

Asbestos Identification

1.Introduction: This report presents the results of 4 samples, collected by SWE on 19 October 2023 and analysed as received for the presence of asbestos. The collection of samples for analysis is not covered under the laboratory NATA Accreditation. The sampling reference location is not verified by Safe Work and Environments (SWE).

2. Methods: Samples are examined under a Stereo Microscope and selected fibres are analysed via Polarized Light Microscopy in conjunction with Dispersion Staining; in accordance with Australian Standard *AS4964-2004* and SWE's In-House *ALM-Method 3 - Fibre Identification*.

3. Results:

SWE REF.	CLIENT REFERENCE	SAMPLE DESCRIPTION	ANALYTICAL RESULTS
S112376.1/A01	Toilet entry - ceiling lining	Fibre Cement Sheet 1 g	No Asbestos Detected Organic Fibre Detected
S112376.1/A02	Storage room - wall lining	Fibre Cement Sheet 1 g	No Asbestos Detected Organic Fibre Detected
S112376.1/A03	External cladding	Fibre Cement Sheet 2 g	No Asbestos Detected Organic Fibre Detected
S112376.1/A04	Expansion mastic	Mastic 1 g	No Asbestos Detected *

* No asbestos detected by Polarized Light Microscopy in conjunction with Dispersion Staining technique.
An independent confirmatory analytical technique is advised due to the nature of the sample.

Analysed and reported by:

Rune Knoph
Approved Issuer of Reports

S112376.1-FID-241023

Safe Work and Environments Pty Ltd
Suite 15, 103 Majors Bay Road, Concord NSW 2137
Phone: 02 8757 3611
Email: **enquiries@swe.com.au**

APPENDIX C

Asbestos Maintenance log

ASBESTOS MAINTENANCE LOG				
The following log should be maintained by the responsible person. It should contain information relating to the ongoing maintenance or control measures associated with ACM including removal, remedial works, repairs, inspection, monitoring and clearance details etc.				
Site:	**9 Nyrang Street, Fyshwick ACT 2609**			
Date	**Scope / Location**	**Carried out by**	**Result/Comments**	**Entered by**
18 October 2023	Asbestos Materials Survey and Management Plan	Alexandar Mitevski, Safe Work & Environments Pty Ltd	Register produced & delivered	Alexandar Mitevski, Safe Work & Environments Pty Ltd