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Asbestos Register and Management Plan

800 Pittwater Road

Dee Why

New South Wales

Prepared for:	**St Luke's Grammar School** 210 Headland Road Dee Why NSW 2099 Phone: +61 2 9438 6200 Fax: +61 2 9905 1654
Prepared by:	**KPMG SGA Property Consultancy Pty Ltd (KPMG SGA)** ABN 53 103 479 992 10 Shelley Street Sydney NSW 2000 (P O Box H67 Australia Square 1215) Phone: +61 2 9239 8418 Fax: +61 2 9239 8411

KPMG SGA Quality Assurance Auditing			
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Issue Number:	**Date Issued**	**Report Status**	
01	6 October 2015	FULL	

Contents

1 Introduction and Scope of Works

KPMG SGA Property Consultancy Pty Ltd (KPMG SGA) was engaged by St Luke's Grammar School to provide an Asbestos Register and Management Plan for 800 Pittwater Road, Dee Why, NSW (the site).

The scope of works undertaken by KPMG SGA included:

- a detailed inspection of specific areas and tenancies within the building on site to allow assessment of accessible building fabric and equipment for the presence of asbestos. Inspection included:
    - Fitness First tenancy
    - Connect Radiology tenancy
    - an office space in the south-western part of the building
    - plant rooms (excluding Officeworks tenant controlled plant rooms)
    - basement car park

The Officeworks tenancy was not inspected as a current asbestos register and management plan is available for this area of the site (Hibbs & Associates (2005) - *Coles Myer Ltd, Hazardous Building Materials Survey, Officeworks, OFF204, Dee Why*)

The inspection was undertaken with reference to Australian Standard AS4349.0-2007 – *Inspection of buildings Part 0: General Requirements.*

- collection of samples for asbestos analysis (if visual identification was unable to confirm). Where identical materials were observed in different locations, a single representative sample was generally collected. In instances where it was not possible to sample suspect materials (due to height, electrical risk or accessibility restrictions), the materials may have been presumed to contain asbestos. Sampling was only undertaken when the integrity of the material/equipment was not affected
- completion of an Asbestos Register and Management Plan detailing:
    - the extent of the inspection undertaken
    - the location of any samples collected and the results of the laboratory analysis
    - the location and condition of any asbestos identified
    - risk rating for each identified occurrence of asbestos
    - management options for each occurrence
    - exposure minimisation procedures and control measures to be implemented in the event of disturbance of asbestos containing materials.

This Asbestos Register and Management Plan provides a description of all known asbestos containing materials (ACMs) and potential asbestos containing materials (PACMs) identified to date, their state and methods for ongoing management of each occurrence. The report has been prepared to ensure contractors and occupants within the site are not exposed to these materials due to accidental disturbance.

The preparation of a register identifying asbestos within the workplace and a management plan detailing management recommendations are requirements of the NSW *Work Health and*

Safety Regulation 2011 (Reference 1). These documents must be made available to site workers and contractors prior to the commencement of any works on site.

2 Asbestos Assessment

2.1 Site Details

Site details are summarised in Table 1:

Table 1 Site Details

Item	Details
Address	800 Pittwater Road, Dee Why, NSW
Lot Details	Lot 6 DP523299
Area	10,324 m^2 (approx.)
Location	Refer to Figure 1

At the time of inspection, the site comprised a large commercial building located on the eastern corner at the intersection of Pittwater Road and Harbord Road. The commercial building was constructed circa 1995 with a heritage listed front entrance, clock tower and curved former canteen (Fitness First tenancy) built between 1943 and 1963. The main building occupied the majority of the site area and was constructed of a concrete slab with a structural steel frame supporting the pre-cast concrete panels / rendered masonry walls and metal clad roof. A single level basement car park was located beneath the building. At the time of inspection the building was occupied by four tenants.

It was apparent that numerous tenant refurbishment works had been undertaken since the construction of the commercial part of the building in 1995. Refurbishment works were also noted for heritage parts of the building including the interior of the clock tower.

The use of asbestos in building materials is reported to have been phased out throughout Australia from the late 1970's and mid 1980's, with asbestos cement still in use up until 1987 and zelemite (or similar) electrical backing boards in use up until 1988. The use and importation of all forms of asbestos, with the exception of very specific uses, was banned in Australia in 2003. The site buildings are understood to have been constructed in two stages with the heritage listed area between 1940s-1960s and the remainder of the site constructed in 1995, therefore the potential for ACMs to have been used during original construction is considered to be low to moderate.

2.2 Documentation Review

A Hibbs & Associates (2005) report titled "Coles Myer Ltd, Hazardous Building Materials Survey, Officeworks, OFF204, Dee Why" outlined a hazardous materials survey undertaken on the Officeworks tenancy. Hazardous Building Materials Register was compiled for this part of the site. No asbestos containing materials were reported to have been identified within the Officeworks tenancy.

2.3 Site Inspection

The KPMG SGA site inspection was undertaken on 23 September 2015. The inspection was nondestructive and whilst all reasonable means were taken to inspect all specified areas of the site, some covered up or inaccessible areas (such as, but not limited to, wall cavities, air conditioning ducts, behind locked doors and ceiling cavities) could not be inspected.

The site inspection included an inspection of the following areas:

- representative tenanted areas of Fitness First and Connect Radiology as well as an office space in the south-western part of the building
- plant rooms (excluding Officeworks tenant controlled plant rooms)
- basement car park.

It should be noted that a room behind the door inside male's amenities on the top office level within Connect Radiology tenancy was inaccessible during the inspection and therefore was not inspected. The Tenant was unaware of this room's uses.

The inspection identified a number of different PACMs at the site. Of the PACMs identified, nine samples were analysed. The details of the sampled materials are presented within Table 2:

Table 2 Asbestos samples and laboratory analysis results

Sample ID	Location	Material Type	Laboratory Analysis Result
S1	Connect Radiology interior – top office level. Sprayed-on fire insulation to columns	Fibrous mass	No asbestos detected
S3	Connect Radiology interior. Window mastic joint sealant	Mastic sealant	No asbestos detected
S6	Clock Tower interior – 3rd level floor	Black floor tile adhesive	No asbestos detected
S7	Clock Tower exterior – roof top area floor	Black waterproofing membrane	**Chrysotile asbestos detected**
S8	Clock Tower exterior – roof top area flashing	Flashing	No asbestos detected
S9	Clock Tower exterior – roof top area south – eastern part water proofing layer	Water proofing material.	No asbestos detected
S10	Clock Tower exterior – roof top area Material around concrete pillar on the floor.	Black bituminous sealant	**Chrysotile asbestos detected**
S12	Basement car park – surveillance room Wall panels	Fibro plaster cement	No asbestos detected
S18	Basement car park – parking areas Sprayed-on fire insulation to beams	Fibrous mass	No asbestos detected

Additional PACMs inspected, but not sampled due to access/safety constraints and the potential to affect the structural integrity of the material, included:

- fibre cement sheet (FCS) soffits within eaves around the curved heritage part of the building (Fitness First tenancy) – considered to potentially contain asbestos
- FCS soffits within eaves around the building facade – considered to potentially contain asbestos
- FCS panel above the front door entrance into the office space in the south-western part of the building – considered to potentially contain asbestos.

It should be noted that due to the construction date (1995) and the phasing out of asbestos cement products in the late 1980s, the potential for asbestos to be present within this FCS is very low.

A detailed list of identified ACMs or PACMs and recommendations for ongoing management is included within the Asbestos Register & Management Plan table as attached.

2.4 Recommendations

The site inspection undertaken identified asbestos containing materials (ACMs) as black waterproofing membrane on floor and black bituminous sealant material around concrete pillar on the floor within heritage clock tower roof top area. Potential asbestos containing materials (PACMs) were identified in the form of FCS soffits within eaves around the curved heritage part of the structure (Fitness First tenancy) and building façade as well as FCS panel above the front door entrance into the office space in the south-western part of the building. The scope of the inspection did not include Officeworks tenancy and the majority of the mechanical equipment within the site.

It is possible that unidentified ACMs and PACMs may be present in inaccessible areas which are considered to have very limited access by the site users (if any).

Identified ACMs/PACMs were observed to be in good condition and pose a low risk to site occupants in their current condition. Some damage was observed in various locations of the inspected areas however, it was limited to plaster board walls and ceiling panels only.

If refurbishment, demolition or repair works are planned which will disturb the identified PACMs, an environmental consultant should be engaged to collect samples and conform the presence or absence of asbestos within the material.

All ACMs and PACMs should be labelled (where practicle) as either containing or potentially containing asbestos.

Management of asbestos should be undertaken in accordance with NSW WorkCover (2011) *How to Manage & Control Asbestos in the Workplace* (Reference 2) including reinspection of the materials if renovation/removal works are undertaken and, as a minimum, every 5 years. This Asbestos Register and Management Plan outlines the requirements most relevant to this site, however should the "person with management or control of the workplace" (see Section 3.3) require further information, KPMG SGA can provide a briefing on specific points.

Should demolition or dismantling works, subsequent to this report, be planned then destructive survey of the previously inaccessible areas should be undertaken by qualified and competent person and if ACMs should be identified then these materials should be removed by a licensed contractor prior to these works being undertaken. All removal works should be undertaken in accordance with the NSW WorkCover (2011) Code of Practice – *How to Safely Remove Asbestos* (Reference 3). In addition, the Asbestos Register and Management Plan should be provided to site workers and contractors during their induction process to the site.

3 Asbestos Management Plan

The Asbestos Register and Management Plan table includes a brief description of the material type, its condition, its location and the recommended management procedure (if required). The person with management or control of the workplace and/or site manager should make themselves familiar with this table and each of the occurrences mentioned within. Should the person with management or control of the workplace and/or site manager be uncertain of the materials described within the table, they should engage a suitably qualified consultant to physically identify each occurrence to ensure no accidental exposure occurs.

3.1 Purpose of an Asbestos Register and Management Plan

An Asbestos Register and Management Plan is a document which lists all known occurrences of asbestos containing materials and potential asbestos containing materials within the workplace, descriptions of the material, how it has been controlled, where it is and how it may be disturbed. The document should also include a plan to maintain encapsulation and eventually remove asbestos containing material from the building. The asbestos management plan also incorporates an emergency procedure to be followed in the event that material is disturbed. The purpose of the management plan is to ensure that all possible and practical steps are taken to prevent or minimize the risk of exposure to asbestos for building occupants and site maintenance workers.

This management plan includes descriptions of work practices and procedures to:

- maintain the asbestos containing materials in good condition
- ensure implementation of hazard control strategies
- monitor the condition of the asbestos containing materials
- minimise the possibility of accidental damage or release of asbestos fibres.

3.2 Risk Rating

The potential and actual asbestos containing material was assessed during the inspection to rate the risk posed. This risk rating is described within the Asbestos Register and Management Plan within Attachment 2. The following risk ratings have been adopted to provide guidance on the prioritising of ACM or PACM management and/or removal:

- **N/A**
  - ACM or PACM not identified
  - re-inspect property as per regulations
- **Low**
  - ACM or PACM present but in a stable condition and/or in an inaccessible location
  - review condition of material as per management plan and regulatory requirements
  - remove material if maintenance, refurbishment or demolition works will disturb

- **Medium**
  - ACM or PACM present in an unstable condition and can be readily accessed
  - remove or make safe material as soon as practicable (within 3 months)
- **High**
  - ACM or PACM present in an unstable condition and are being disturbed
  - notify all persons within the building with potential exposure and ensure these people are removed from affected areas
  - isolate affected areas
  - contact suitably qualified consultant to assess impact and manage containment or removal of the risk
  - remove or make safe material immediately

3.3 Duty of Person with Management or Control of Workplace

A "person with management or control of a workplace" is defined by the NSW *Work Health and Safety Act 2011* (Reference 4), as "a person conducting a business or undertaking to the extent that the business or undertaking involves the management or control, in whole or in part, of the workplace".

For the asbestos management plan to work, it must be made available to all relevant inhabitants or maintenance workers potentially exposed to the materials. Furthermore, it is the duty of the person with management or control of a workplace to ensure that any relevant person who accesses the asbestos management plan understands the document and their responsibilities and are aware of the location of any asbestos containing materials (ACMs) or potential asbestos containing materials (PACMs). Contractors working in the vicinity of ACMs or PACMs must only do so under a work permit. An example of a work permit is included in Attachment 4.

The person with management or control of a workplace must also undertake sufficient inspections to ensure that any significant changes to ACMs or PACMs listed within the register are noted, including any removal works, and suitable action is taken in each instance.

It is also the duty of the person with management or control of a workplace to ensure that if any disturbance to ACMs or PACMs occurs, through either damage or removal works, a suitable control plan is put in place. The control plan should ensure that exposure to all site persons is minimized and any areas of damage are repaired as soon as possible. This is to be achieved through the following methodology (it is not expected that the person with management or control of a workplace should expose themselves or others to any potential risks to achieve this scope. If the person with management or control of a workplace is in doubt, they should immediately contact a suitably qualified consultant):

- notify all persons within the building with potential exposure and ensure these people are removed from affected areas
- isolate affected areas
- contact suitably qualified consultant to assess impact and manage containment or removal of the risk.

In accordance with the NSW *Work Health and Safety Regulation 2011* (Reference 1), an asbestos register and management plan should be reviewed and appropriately updated at least every 5 years, or sooner if the risk assessment requires or whenever there is a change in circumstances and/or conditions (e.g. renovation, encapsulation or removal works).

Furthermore, it is the responsibility of the person with management or control of a workplace to ensure all records of asbestos inspections, registers and abatements records are available for review by any interested parties including tenants, contractors and government officials. Records must be kept for a period of at least 30 years, or for the life of the building, as defined in NSW *Work Health and Safety Regulation 2011* (Reference 1).

3.4 Emergency Procedure

In the event that ACMs or PACMs are accidentally disturbed, the person with management or control of a workplace should ensure that the following procedures are followed:

1 Remove all personnel from areas considered to be affected by hazardous material disturbance.

2 Ensure that disturbed area is secure (the perimeter should be sufficient that the personnel does not put themselves at risk to additional exposure).

3 Isolate (if possible) air handling systems from the area affected. If this is not possible air handling systems should be stopped.

4 Contact a suitably qualified consultant to determine the level of risk and advise on appropriate control strategies.

At this stage, the consultant should determine the level of control which is required and will guide the person with management or control of a workplace through a process which will control the hazardous material and make the affected area safe again.

4 Limitations

This report has been prepared by KPMG SGA and is subject to the following limitations:

- The specific instructions received from St Luke's Grammar School.
- The report has been prepared to a specific scope of works as set out in KPMG SGA Engagement Letter to St Luke's Grammar School representative dated 17 September 2015. The Terms and Conditions of Business and Scope Limitations within that Engagement Letter are applicable to this report.
- May not be relied upon by any third party not named in this report for any purpose except with the prior written consent of KPMG SGA (which consent may or may not be given at the discretion of KPMG SGA).
- This report comprises the formal report, documentation sections, tables, figures and appendices as referred to in the index to this report and must not be released to any third party or copied in part without all the material included in this report for any reason.
- The report only relates to the site referred to in the scope of works being the areas inspected within 800 Pittwater Road, Dee Why, NSW ("the site").
- The report relates to the site as at the date of the report as conditions may change thereafter due to natural processes and/or site activities.
- No warranty or guarantee is made in regard to any other use than as specified in the scope of works and only applies to areas inspected and reported in this report.
- This report is applicable to known occurrences of asbestos containing materials at the time of the inspection. It may require updating if additional occurrences are identified or legislation changes.
- Additional limitations as appended to this report.

5 References/Legislation

The following list can be used to gain further information on handling and management of asbestos containing materials within the workplace. The majority of these documents can be downloaded from the internet:

1. Work Health and Safety Regulation 2011
   www.legislation.nsw.gov.au/sessionalview/sessional/sr/2011-674.pdf
2. NSW WorkCover (2011) – Code of Practice – *How to Manage and Control Asbestos in the Workplace* *http://www.workcover.nsw.gov.au/__data/assets/pdf_file/0015/15216/how-to-manage-control-asbestos-workplace-code-of-practice-3560.pdf*
3. NSW WorkCover (2011) – Code of Practice – *How to Safely Remove Asbestos*
   http://www.workcover.nsw.gov.au/__data/assets/pdf_file/0016/15217/how-to-safely-remove-asbestos-code-of-practice-3561.pdf
4. Work Health and Safety Act 2011
   http://www.legislation.nsw.gov.au/maintop/view/inforce/act+10+2011+cd+0+N

6 Attachments

- Figures
- Asbestos Register and Management Plan Table
- Laboratory Results
- Example of Contractor Permit to Work
- Asbestos General Information
- Report Limitations

Figures

Site Boundary

Officeworks tenancy not part of the assessment

Approximate extent of heritage areas

N

0 Approximate Scale (m) 30

Notes:
Source Nearmap

CLIENT
St Luke's Grammar School

PROJECT
800 Pittwater Road, Dee Why, NSW

TITLE
Figure 1 - Site identification

SCALE	DATE	DRAWING No.	ISSUE
NTS	29/09/2015	283973_Figure 1	A

DRAWN	CHECKED	JOB No.
C.K.	P.G.	283973

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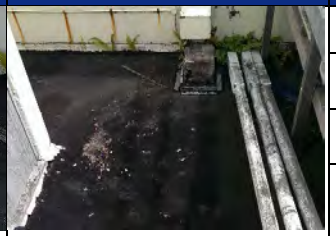
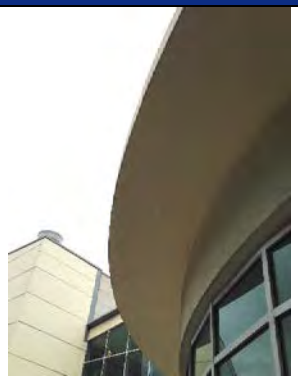
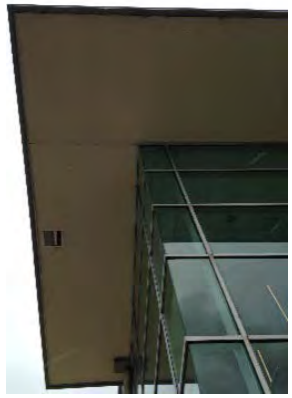
Asbestos Register and Management Plan Table

Item No.	Description	Friable	Condition	Risk	Management/Removal	Photograph 1	Photograph 2	Reinspection Notes
1	Chrysotile Asbestos Black waterproofing membrane Clock Tower roof top area floor	No	Fair	Low	Ensure labelled as containing asbestos. Manage in accordance with NSW WorkCover (2011) – Code of Practice – *How to Manage and Control Asbestos in the Workplace.* Consider licensed asbestos removal contractor to remove material in accordance with NSW WorkCover (2011) – Code of Practice – *How to Safely Remove Asbestos* if maintenance or refurbishment works will disturb. Re-inspect within 5 years or prior if the material is removed, disturbed, sealed or enclosed			**DUE September 2020** NAME DATE NOTE
2	Chrysotile Asbestos Black bituminous sealant Clock Tower roof top area Material around concrete pillar on the floor	No	Poor	Low	Ensure labelled as containing asbestos. Manage in accordance with NSW WorkCover (2011) – Code of Practice – *How to Manage and Control Asbestos in the Workplace.* Consider licensed asbestos removal contractor to remove material in accordance with NSW WorkCover (2011) – Code of Practice – *How to Safely Remove Asbestos* if maintenance or refurbishment works will disturb. Re-inspect within 5 years or prior if the material is removed, disturbed, sealed or enclosed			**DUE September 2020** NAME DATE NOTE

Item No.	Description	Friable	Condition	Risk	Management/Removal	Photograph 1	Photograph 2	Reinspection Notes
3	Potential Asbestos Fibre Cement Sheet Soffits within eaves around the curved heritage part of the building Fitness First tenancy	No	Poor	Low	Repairs to parts of the eave structure are required. If disturbance is planned engage environmental consultant to sample and confirm the presence/absence of asbestos within the identified material. In interim ensure labelled as containing asbestos. Manage in accordance with NSW WorkCover (2011) – Code of Practice – *How to Manage and Control Asbestos in the Workplace.* Consider licensed asbestos removal contractor to remove material in accordance with NSW WorkCover (2011) – Code of Practice – *How to Safely Remove Asbestos* if maintenance or refurbishment works will disturb. Re-inspect within 5 years or prior if the material is removed, disturbed, sealed or enclosed			**DUE September 2020** NAME DATE NOTE
4	Potential Asbestos Fibre Cement Sheet Soffits within eaves around the building facade	No	Good	Low	Ensure labelled as containing asbestos. If disturbance is planned engage environmental consultant to sample and confirm the presence/absence of asbestos within the identified material. Manage in accordance with NSW WorkCover (2011) – Code of Practice – *How to Manage and Control Asbestos in the Workplace.* Consider licensed asbestos removal contractor to remove material in accordance with NSW WorkCover (2011) – Code of Practice – *How to Safely Remove Asbestos* if maintenance or refurbishment works will disturb. Re-inspect within 5 years or prior if the material is removed, disturbed, sealed or enclosed			**DUE September 2020** NAME DATE NOTE

Item No.	Description	Friable	Condition	Risk	Management/Removal	Photograph 1	Photograph 2	Reinspection Notes
5	Potential Asbestos Fibre Cement Sheet Panel above the front door entrance into the office space in the south-western part of the building	No	Good	Low	Ensure labelled as containing asbestos. If disturbance is planned engage environmental consultant to sample and confirm the presence/absence of asbestos within the identified material. Manage in accordance with NSW WorkCover (2011) – Code of Practice – *How to Manage and Control Asbestos in the Workplace.* Consider licensed asbestos removal contractor to remove material in accordance with NSW WorkCover (2011) – Code of Practice – *How to Safely Remove Asbestos* if maintenance or refurbishment works will disturb. Re-inspect within 5 years or prior if the material is removed, disturbed, sealed or enclosed			**DUE September 2020** NAME DATE NOTE

Laboratory Results

AUSTRALIAN SAFER ENVIRONMENT & TECHNOLOGY PTY LTD

ABN 36 088 095 112

Our ref : ASET46476/ 49656 / 1 - 9
Your ref : 283928 - 800 Pittwater Road Dee Why NSW
NATA Accreditation No: 14484

28 September 2015

KPMG SGA
10 Shelly Street
Sydney NSW 2000

Accredited for compliance with ISO/IEC 17025.

Attn: Mr Anthony Barkway

Dear Anthony

Asbestos Identification
This report presents the results of nine samples, forwarded by KPMG SGA on 28 September 2015, for analysis for asbestos.

1.Introduction: Nine samples forwarded were examined and analysed for the presence of asbestos.

2. Methods : The samples were examined under a Stereo Microscope and selected fibres were analysed by Polarized Light Microscopy in conjunction with Dispersion Staining method **(Safer Environment Method 1.)**

3. Results :

Sample No. 1. ASET46476 / 49656 / 1. S1 - Radiology - Sprayed-on fibrous fire insulation to columns - Fibrous mass.
Approx dimensions 5.0 cm x 3.0 cm x 0.5 cm
The sample consisted of fragments of a soft plaster material containing vermiculite like material and organic fibres.
No asbestos detected.

Sample No. 2. ASET46476 / 49656 / 2. S3 - Radiology - Window mastic.
Approx dimensions 1.0 cm x 0.8 cm x 0.4 cm
The sample consisted of a fragment of a soft rubberised mastic material.
No asbestos detected.

Sample No. 3. ASET46476 / 49656 / 3. S6 - Watch Tower - Black floor tile adhesive.
Approx dimensions 3.0 cm x 2.0 cm x 0.3 cm
The sample consisted of a fragment of adhesive material containing organic fibres.
No asbestos detected.

Sample No. 4. ASET46476 / 49656 / 4. S7 - Watch Tower - Black waterproofing membrane.
Approx dimensions 6.0 cm x 5.0 cm x 0.2 cm
The sample consisted of a fragment of a rubberised material having a layer of bituminous material*.
Chrysotile* asbestos detected.

Sample No. 5. ASET46476 / 49656 / 5. S8 - Watch Tower - Roof top flashing.
Approx dimensions 6.0 cm x 3.0 cm x 0.2 cm
The sample consisted of a fragment of a bituminous material attached to mastic like material.
No asbestos detected.

Sample No. 6. ASET46476 / 49656 / 6. S9 - Watch Tower - Roof top water proofing material.
Approx dimensions 4.5 cm x 2.5 cm x 0.2 cm
The sample consisted of a fragment of a bituminous material attached to mastic like material.
No asbestos detected.

Sample No. 7. ASET46476 / 49656 / 7. S10 - Watch Tower - Black fibrous water proofing material.
Approx dimensions 3.0 cm x 3.0 cm x 0.8 cm
The sample consisted of a fragment of a bituminous material.
Chrysotile asbestos detected.

Sample No. 8. ASET46476 / 49656 / 8. S12 - Basement Level - Surveillance room - Walls - Fibre cement sheeting.
Approx dimensions 5.0 cm x 1.5 cm x 0.5 cm
The sample consisted of a fragment of a fibro plaster cement material containing organic fibres.
No asbestos detected.

Sample No. 9. ASET46476 / 49656 / 9. S18 - Basement Level - Sprayed-on fibrous fire insulation to beams - Fibrous mass.
Approx dimensions 0.8 cm x 0.6 cm x 0.3 cm
The sample consisted of fragments of a soft plaster material containing vermiculite like material and organic fibres.
No asbestos detected.

Analysed and reported by,

Nisansala Maddage. BSc(Hons)
Environmental Scientist/Approved Identifier
Approved Signatory

WORLD RECOGNISED ACCREDITATION

Accredited for compliance with ISO/IEC 17025.

*** denotes asbestos detected in relevant ACM.**

The results contained in this report relate only to the sample/s submitted for testing. Australian Safer Environment & Technology accepts no responsibility for whether or not the submitted sample/s is/are representative.

Permit To Work
For Contractors undertaking works in the vicinity of identified or potential asbestos materials
800 Pittwater Road, Dee Why NSW

Contractor: _____

Contractor Company: _____

Date: _____

Works to be undertaken: _____

_____

_____

_____

Contractor acknowledges that they have read and fully understand the asbestos register?

Yes **No**

Contractor has under supervision of the person with management or control of a workplace identified the area in which works are to be undertaken and identified the location of all asbestos containing materials or potential asbestos containing materials which are within the works area?

Yes **No**

Contractors works will not disturb any asbestos containing material?

Yes **No**

If answer to any of the above questions was **No** works cannot proceed and a suitably qualified consultant should be contacted to assess required works and develop a work method which will prevent disturbance of the asbestos materials.

If the answer to all of the above questions was **Yes** works may proceed with caution.

Signature of Contractor:.....

Signature of person with management or control of a workplace .....

.....

Asbestos General Information

The following extracts have been sourced from Safe Work Australia (2011) – Code of Practice – How to Manage and Control Asbestos in the Workplace.

Historical uses of asbestos

Asbestos is the fibrous form of mineral silicates belonging to the serpentine and amphibole groups of rock-forming minerals. The most significant types are crocidolite (blue asbestos), amosite (brown or grey asbestos) and chrysotile (white asbestos). Other mineral forms of asbestos include actinolite, anthophyllite and tremolite, but these were not widely used.

As a naturally occurring mineral fibre, asbestos is mined and then broken down from mineral clumps into groups of loose fibres.

Asbestos has excellent fire resistance, insulation properties, fibre strength, durability and flexibility. As a result, it was used in more than 3,000 products, including heat-resistant textiles (cloth, padding and board), asbestos cement products (sheets and pipes), special filters for industrial chemicals, thermal insulation products (pipe and boiler insulation), friction materials (clutch plates, brake linings), gaskets, floor tiles, roofing materials, packing materials, paints and protective paper.

A major historical use was as sprayed thermal insulation on steel beams for fire protection. This sprayed or 'limpet' asbestos poses the greatest health risk, because of its highly friable nature.

Asbestos-containing materials (ACM) may still be encountered throughout public and private buildings and structures, especially those built between the 1950s and the late 1970s to early 1980s. Some uses of ACM continued until 2003, notably in friction materials (brakes) and gaskets.

Exposures to asbestos dust

In the past exposure to airborne asbestos fibres was very high in some industries and jobs. For asbestos pulverisers and disintegrators in the asbestos cement industry exposure levels were up to 25 million particles per cubic foot (150 fibres/mL), and baggers at the crocidolite mine at Wittenoom experienced exposures of up to 600 fibres/mL.

In comparison, State and Territory laws now apply a National Exposure Standard of 0.1 fibres/mL for all forms of asbestos.

National ban on the use of asbestos

On 17 October 2001, the National Health and Safety Commission (NOHSC) declared a prohibition on all uses of chrysotile asbestos from 31 December 2003, subject to a very limited range of exemptions.

This prohibition also confirmed earlier prohibitions of the use of amosite and crocidolite asbestos.

Under the National Model Regulations for the Control of Workplace Hazardous Substances the chrysotile asbestos ban prohibits the use (i.e. manufacture, supply, storage, sale, use, re-use, installation and replacement) of chrysotile asbestos except for:

- bona fide research or analysis;
- removal, handling and storage for disposal;
- chrysotile asbestos encountered during non-asbestos mining; and

- a small number of time-limited exemptions for particular, specified uses for which substitution by an alternative to chrysotile asbestos is technically impossible or would create significantly greater health, safety and environmental risks.

Similarly, the use of brown and blue asbestos is prohibited except for:

- removal and disposal purposes; and
- situations where brown or blue asbestos occurs naturally and is not used for any new application.

The prohibition also included a small number of time-limited exemptions which are restricted to specific products and uses where currently it is not:

- technically possible to substitute an alternative to chrysotile; or
- possible to substitute an alternative to chrysotile without creating a safety problem that has significantly greater health, safety and environmental risks than those presented by the use of chrysotile.

The prohibition does not extend to the removal of asbestos products in situ at the time prohibition took effect. These in situ asbestos containing materials (ACM) must be appropriately managed to ensure that the risks of exposure to airborne asbestos fibres are minimised.

The ultimate goal is for all workplaces to be free of ACM. Where practicable, consideration should be given to the removal of ACM during renovation, refurbishment, and maintenance, rather than other control measures such as enclosure, encapsulation or sealing.

Asbestos products which were in situ on 31 December 2003 may only be replaced by products which do not contain asbestos

Even when the use of asbestos is still permitted, in the very narrow circumstances listed above, it is subject to hazardous substances legislation, under which manufacturers, importers, other suppliers and employers must ensure that specified measures are properly used, installed and maintained to control the risks associated with exposure to asbestos.

Types of asbestos products

Asbestos containing products can be classified into two main groups Friable and Non-Friable. Safe Work Australia (2011) – Code of Practice – How to Manage and Control Asbestos in the Workplace defines friable asbestos as follows:

Friable (Asbestos) means asbestos-containing material which, when dry, is or may become crumbled, pulverised or reduced to powder by hand pressure.

Note: This may include ACM that have been subjected to conditions that leave them in a state where they meet the above definition, such as weathering, physical damage, water damage etc.

Friable materials are considered to be a "High Risk" as they are more easily damaged and therefore more likely to release asbestos fibres into the atmosphere.

Materials which cannot be pulverised are considered as non-friable and generally considered "Low Risk" if properly handled. Non friable materials are normally referred to as "Non –Friable or bonded".

Report Limitations

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We advise that, unless specifically stated otherwise within the body of this document, the following Limitations apply to our Report;

- Sections within this Report may contain additional Limitations relevant to the reporting discipline concerned. These must be viewed as additional limitations that stand separately, and in addition to, the following Limitations.
- No reliance should be placed on draft reports, draft conclusions or draft advice issued by us as they may be subject to further work, revision and other factors which may mean that drafts are substantially different from any FINAL report or advice issued.
- Parts of the building built in, covered up or otherwise made inaccessible during construction, alteration or fitting out have not been inspected.
- This generally relates to ceiling voids, wall cavities and service risers. Therefore we are unable to comment as to whether such elements are free from defect or infestation.
- We have not undertaken any work of a specific engineering nature, such as engineering calculations, structural analysis, testing or measurements as the Report reflects our interpretation of the condition of the building as apparent from the inspection.
- Building services have been visually inspected where exposed to view only. No internal inspections have been undertaken of plant, equipment and machinery or where services are covered up or hidden by building structural elements or finishes. Building services have not been tested and no design calculations have been undertaken.
- The property has not been inspected specifically for termite infestation and we would only report on such if evidence of termite activity was apparent during our inspection.
- Where a variety of multiple units or tenanted areas are inspected, a random selection of each type of unit / area was inspected and used for the basis of this report.
- This Report is not a certification, a warranty or guarantee and has been scoped in accordance with the instructions given and the time allowed.
- The scope of the Report is described in the fee proposal accepted by the instructing client and disciplines not specifically mentioned are excluded from this report.
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- The findings of this Report are valid for six calendar months from the date of issue of the Draft version of the document.
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  - Estimates are indicative only and are provided as a guide to “order of magnitude” of the cost item. Items of work are not fully described or detailed reflecting the high level nature of the assessment, the amount of information available and the purpose for which they are prepared;
  - Preliminaries, builder’s margins, overheads and contingencies are excluded;
  - Professional fees, project management fees, planning and building licence fees are excluded;
  - No allowance has been made for Tender Price Inflation throughout the budget terms considered;
  - In providing estimates we have assumed that replacements and renewals will be on a like for like basis. Unless specifically stated otherwise we have made no allowances for improvements over and above this standard.
  - We have assume that WH&S / OH&S requirements will be similar to those encountered in the present and have made no allowances for any additional measures that may be required in the future.

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