WesCEF Asbestos Management Plan

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Reasons for Creating or Amending Document	Full Review of Document				
Actual Change Details	Added sections as per below to align with new COP for managing asbestos. Section 5 managing risks associated with asbestos Section 6 Asbestos register and location Section 7 Asbestos management plan Section 8 Other asbestos related risks Section 9 Managing exposure to asbestos Section 10 Controlling the risks				
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1. GENERAL PRINCIPLES

Asbestos is a declared hazardous substance and carcinogen by Safe Work Australia. As such there are detailed legal requirements and guidance for its identification, treatment, and management.

The following general principles apply:

a. The goal is for all workplaces to be free of asbestos-containing material (ACM). Accordingly, consideration is given to the removal of ACM during renovation, refurbishment and/or maintenance, where practicable, in preference to other control measures such as enclosure, encapsulation or sealing.

b. Where ACM is identified or presumed, the date, location, type, condition, friability, risk rating and controls must be recorded in the asbestos register.

c. Reasonable steps must be taken to label all identified ACM.

d. Identification of ACM and associated risk assessments should only be undertaken by competent persons.

e. The asbestos registers are readily accessible to all workers and contractors (via Docova, responsible officer or accountable person).

2. OBJECTIVES

This asbestos management plan (AMP) will provide:

a. Details of the applicable legislation.

b. Roles and responsibilities of workers and contractors.

c. Guidance on the identification of ACM.

d. Guidance on management, controls and safe removal of ACM to minimise the risk of exposure to workers, contractors, customers and visitors.

3. LEGISLATION

Provision in the regulations for asbestos is covered in the Work Health and Safety (general) Regulations 2022 (WA) and Work Health and Safety (National Uniform Legislation) Regulations 2011 (NT) as follows:

a. Chapter 8 – Asbestos.

The following documents are applicable to WA:

b. Health (asbestos) Regulations 1992.

c. Work Health and Safety Commission, how to safely remove asbestos: Code of Practice, Department of Mines, Industry Regulation and Safety (2022).

d. Work Health and Safety Commission, how to manage and control asbestos in the workplace: Code of Practice, Department of Mines, Industry Regulation and Safety (2022).

The following documents are applicable to NT:

e. Public and Environmental Health Act 2011.

f. Code of Practice - how to manage and control asbestos in the workplace, NT WorkSafe (2022).

g. Code of Practice - how to safely remove asbestos, NT WorkSafe (2022).

4. ROLES AND RESPONSIBILITIES

Occupational hygiene and medical team

a. Provide information and instruction related to ACM.

b. Review, approve and distribute asbestos registers and AMP.

c. Respond to any issues and actions related to ACM.

d. Engage licenced asbestos assessor to compile asbestos registers as required.

e. Organise training and setting responsibilities as outlined within this AMP.

f. Liaise with regulatory bodies, workers and the public regarding any asbestos-related issues.

g. Labelling of ACM.

h. Implement the actions outlined in the site asbestos survey reports.

i. Organise airborne fibre monitoring (AFM) as required and maintaining records of any results.

j. Review asbestos removal control plans (ARCP) produced by licenced asbestos removalist.

k. Review asbestos register every 3 years.

l. Maintaining all records in relation to asbestos for 30 years.

Responsible person/officer for each asset/building will be responsible for:

a. Make the site asbestos register available to workers, visitors and contractors where applicable.

b. Review the asbestos register prior to any demolition or refurbishment works.

Technical Services will be responsible for:

a. Issuing Work Permits and Asbestos Certificates in accordance with the requirements of this AMP.

b. Review the asbestos register prior to any demolition or refurbishment works.

c. Engage licenced asbestos removalist and supervise all removal works.

d. Engage licenced asbestos assessor and supervise all clearance works.

Employees will be responsible for:

a. Reporting any damaged or suspect ACM identified during their work.

b. Participating in asbestos awareness sessions and monitoring programs.

5. MANAGING RISKS ASSOCIATED WITH ASBESTOS

5.1 OVERVIEW

The following systematic process will be followed:

a. Identify ACM at the workplace and record it in the asbestos register.

b. Assess the risk of exposure to airborne asbestos fibres. The location, material type, asbestos type, condition, friability and risk rating should be taken into consideration.

c. Eliminate risks so far as is reasonably practicable.

d. If it is not reasonably practicable to eliminate the risk, implement the most effective control measures that are reasonably practicable in the circumstances in accordance with the hierarchy of control measures, and ensure they remain effective over time.

e. Review asbestos register and controls measures every 3 years.

5.1.2 Hierarchy of control measures

The following hierarchy of control measures will be considered:

a. Eliminate risks by removing the asbestos as the most effective control measure.

b. Engineering controls to minimise any risks e.g., enclosing, encapsulating or sealing asbestos or only using certain tools.

c. Administrative controls to minimise any remaining risks by using safe work practices, training, instruction, information and supervision.

d. Personal protective equipment (PPE) to minimise any risks that remain.

A combination of these controls may be required in order to adequately manage and control risks associated with asbestos.

5.1.3 Consultation, cooperation and coordination

To following measures will ensure effective consultation, cooperation, and coordination among all duty holders involved in asbestos-related work:

a. Hygiene department ensure the current asbestos register is updated relating to any work that is being carried out.

b. Responsible Officers/Accountable Persons to make the site asbestos register available to workers, visitors and contractors where applicable.

c. Technical services issue work permits, asbestos certificates, engage licenced asbestos removalist and assessors.

d. Team based risk assessment to be completed for removal of items with a high-risk rating.

Workers, contractors and asbestos removalist should exchange information to find out who is doing what and work together in a cooperative and coordinated way, so risks are eliminated or minimised so far as is reasonably practicable.

5.2 IDENTIFYING ASBESTOS-CONTAINING MATERIAL

Identifying ACM undertaken by a competent person will be the first step in managing the risk of exposure to airborne asbestos fibres.

A competent person is someone who has acquired knowledge and skills to carry out the task through training, a qualification or experience.

A competent person who can identify ACM should be:

a. Trained to handle and take asbestos samples, have the knowledge and experience to identify suspected asbestos and be able to determine risk and control measures.

b. Familiar with building and construction practices to determine where asbestos is likely to be present.

c. Able to determine that material may be friable or non-friable asbestos and evaluate its condition.

5.3 ASSUMING ASBESTOS-CONTAINING MATERIAL

If there is uncertainty as to whether asbestos is present in any part of a structure or plant, the suspected material shall be presumed to contain asbestos and treat it with appropriate controls based on the level of risk. If the suspected material is presumed to contain asbestos, there is no need to take a sample for analysis.

Once the presence and location of ACM has been presumed:

a. All requirements for managing asbestos must be followed until the material is removed or adequate controls put in place.

b. The asbestos register must include all the presumed ACM.

5.3.1 Inaccessible areas

Inaccessible areas in the workplace that a competent person has identified as likely to have ACM, must be presumed to contain ACM until the areas are accessed and it is determined whether ACM is present or not.

5.4 SAMLING TO IDENTIFY ASBESTOS

ACM can be identified by arranging for a sample of material to be analysed for the presence of asbestos by contacting the hygiene department.

Any sample taken should be sealed within a container or double bagged zip lock bags, and appropriately labelled. The sample must only be analysed by a NATA-accredited laboratory accredited for the relevant test method.

The results of the sampling will be sent to the requestor and the asbestos register updated.

5.5 INDICATING THE PRESENSE OF ASBESTOS

A combination of labels and warning signs will be used to ensure the presence and location of all identified and presumed ACM.

5.5.1 Labels and warning signs

Warning signs should be placed at all of the main entrances to the work areas where ACM is present, while all identified or presumed ACM or their enclosures should be clearly labelled. The

purpose of labelling is to warn people of the presence of ACM and should be labelled consistent with the location listed in the asbestos register.

Where a clear indication of exact labelling location has not been given in an asbestos survey report, the following guidelines should be followed:

a. AS 1319 – Safety signposting for the occupational environment.

b. Code of Practice for the management and control of asbestos in workplaces (Work Health and Safety Commission, 2022).

c. All labelling of ACM should be prominent. Label locations should allow a person to easily identify the ACM when approaching, passing or working in the vicinity of that material.

d. Where large areas of ACM are present (e.g. asbestos cement wall lining throughout a large office space), labels should be placed at intervals so that regardless of where a person is working a label is clearly visible. Alternatively, a large warning sign in a prominent location at the entrance to the area may be suitable.

e. Where the ACM itself cannot be clearly labelled due to its nature or location, prominent labels or warning signs should be affixed nearby that clearly identify the material and its location.

5.6 ASSESING THE RISK OF EXPOSURE

The following measures will be used to determine if there is a risk to health from asbestos based on whether the asbestos or ACM is:

a. In poor condition.

b. Likely to be further damaged or to deteriorate.

c. Likely to be disturbed due to work practices carried out in the workplace (for example, routine and maintenance activities and their frequency).

d. In an area where workers are exposed to the material.

A visual inspection of the material, its location and an understanding of the work practices can be undertaken to assist this decision.

Asbestos-related work activities (including maintenance), proximity of ACM and unusual and infrequent activities (such as emergency activities) will also be considered.

6. ASBESTOS REGISTER

6.1 OVERVIEW

The asbestos register is intended to ensure workers and others in the workplace do not accidently disturb asbestos.

The asbestos register will include the date, location, material type, asbestos type, condition, friability and risk rating for each identified ACM.

6.2 REVIEW OF ASBESTOS REGISTER

The asbestos register will be updated whenever:

a. The AMP is reviewed.

b. Further ACM is identified.

c. Asbestos is removed, damaged, enclosed or sealed.

d. Refurbishment or demolition work has been undertaken.

The register should be reviewed at least once every five years to ensure it is kept up to date.

When reviewing the asbestos register, a visual inspection of the ACM listed should be conducted to determine its condition and revise the asbestos register as appropriate.

6.3 ACCESSING ASBESTOS REGISTER

Asbestos registers are located as per below:

- CSBP asbestos registers
- Kleenheat production facility asbestos register
- Kleenheat operations asbestos registers

The responsible person at each building/asset should ensure the asbestos register is made available to all workers, contractors and visitors.

6.4 TRANSFER OF ASBESTOS REGISTER

A copy of the asbestos register should be given to the person who is assuming management or control of the workplace for which an asbestos register is currently available.

7. ASBESTOS MANAGMENT PLAN

7.1 OVERVIEW

The AMP sets out how ACM that is identified will be managed and includes information about the following:

a. The identification of ACM, for example, a reference or link to the asbestos register for the workplace.

b. Decisions, and reasons for the decisions, about the management of asbestos at the workplace, for example, safe work procedures and control measures.

c. Procedures for detailing accidents, incidents or emergencies involving asbestos at the workplace.

d. Workers carrying out work involving asbestos, for example, consultation, information and training responsibilities.

7.2 REVIEW OF ASBESTOS MANAGEMENT PLAN

The AMP will be updated whenever:

a. There is a review of the asbestos register or a control measure.

b. Asbestos is removed from or disturbed, enclosed or sealed at the workplace.

c. The plan is no longer adequate for managing ACM at the workplace.

d. A health and safety representative requests a review on the basis that they reasonably believe that any of the matters listed in the above points affects or may affect the health and safety of a member of their work group and the AMP was not adequately reviewed in response to the matter.

7.3 ACCESSING ASBESTOS MANAGEMENT PLAN

AMP is located as per below:

- WesCEF Asbestos management plan

8. OTHER ASBESTOS RELATED RISKS

8.1 NATURALLY OCCURING ASBESTOS

Naturally occurring asbestos (NOA) has not been identified onsite and is therefore considered a very low risk. If identified or suspected, the current code of practice will be used to manage NOA.

8.2 CONTAMINATED SITES

The management and remediation of sites contaminated with asbestos from illegal dumping and demolition is a specialised task.

The National Environment Protection Council's National Environmental Protection (Assessment of Site Contamination) Measure (NEPM) sets out the general principles for assessment and remediation of sites contaminated with a number of hazardous materials including asbestos.

If ACM or buried waste suspected of containing ACM is encountered during excavation, work shall stop immediately, and workers are to exit the excavation work area. The nominated excavation authoriser and accountable person are to be made aware of the potential ACM find and are responsible for contacting the following persons:

- WesCEF Environmental Advisor.
- WesCEF Hygiene Advisor; and
- WesCEF Technical Services Field Supervisor.

Advice will be provided on requirements for ACM removal, decontamination and appropriate controls to proceed with the excavation. Advice on appropriate management of ACM waste must also be sought from the environment advisor.

An incident must be raised with actions and the asbestos management database updated to reflect any material confirmed to contain asbestos.

8.3 DEMOLITION AND REFURBISHMENT

Prior to any demolition or refurbishment work being carried out, the following should take place:

a. Review the asbestos register. If the register is considered inadequate for the proposed demolition, then it must be reviewed.

b. Provide a copy of the asbestos register to the contractor carrying out the demolition or refurbishment work.

c. Ensure ACM that is likely to be disturbed is identified and so far as is reasonably practicable, removed before the demolition or refurbishment commences.

A 'demolition or refurbishment survey' may be undertaken, including extensive sampling and testing of materials for asbestos, because parts of buildings or plant, including those which might normally be inaccessible, are likely to be disturbed by the demolition or refurbishment work.

8.4 ASBESTOS RELATED WORK

While work involving asbestos is generally prohibited, some work involving asbestos can occur in certain circumstances. Please contact the occupational hygiene team for further clarification.

8.5 DISPOSING OF ASBESTOS

The responsibilities related to the removal and disposal of asbestos, for example, competency and licensing requirements are detailed in the code of practice: how to safely remove asbestos (Work Health and Safety Commission, 2022).

The following general principles apply:

a. Individual components and wiping rags should be placed in plastic disposal bags.

b. Disposal bags need to be made of heavy-duty plastic (200 µm polyethylene, also known as polythene) and marked with the label 'Danger Asbestos – Do not open or damage bag. Do not inhale dust'.

c. Each bag should be sealed with adhesive (cloth or duct) tape separately prior to placing it in a second plastic asbestos disposal bag. Cloth tape is preferred when sealing asbestos waste or when building enclosures as it is more durable compared to duct tape, which does not have a very long-life span before it starts to shrink or fail.

d. Asbestos waste awaiting disposal must be stored in closed containers.

Asbestos waste must be transported and disposed of in accordance with department of water and environmental regulation and local government requirements. Asbestos waste can only be disposed of at a site licensed under the Environmental Protection (Controlled Waste) Regulations 2004. It must never be disposed of in the general waste system.

9. MANAGING EXPOSURE TO ASBESTOS

9.1 MEASURING EXPOSURE TO ASBESTOS FIBRES

Airborne fibre monitoring (AFM) should be conducted when there is an asbestos situation that may pose a risk to the health of employees, contractors or visitors. AFM may also be required prior to, during and after any asbestos work that occur at WesCEF sites.

All AFM should be conducted in accordance with the NOHSC guidance note on the membrane filter method for estimating airborne asbestos fibres.

Results are expressed in fibres per millilitre of air (fibre/ml) and should be compared to the following:

- Workplace exposure standard of 0.1 fibres/ml for all types of asbestos/ any mixture.
- A value less than 0.01 fibres per/ml should be applied for all control/clearance type AFM.

Other forms of air monitoring that are relevant to asbestos work include:

a. Control monitoring for ensuring that an enclosure or other controls used during asbestos removal are effective at preventing fibres from being found outside the work area.

b. Clearance monitoring to ensure that the work area is free of asbestos fibres prior to being certified for reoccupation.

9.2 HEALTH MONITORING

Health monitoring should be provided to a worker if they are at risk of exposure to asbestos when carrying out licensed asbestos removal work or asbestos-related work.

Contact the medical centre for further information.

9.3 TRAINING AND AWARENESS

Training regarding asbestos hazards and risks should be conducted for WesCEF employees that are required to administer the AMP or required to work with or near ACM.

The education program should include, as a minimum:

a. Purpose of the training.

b. Health risks of asbestos.

c. Types, uses and likely presence of asbestos in the workplace.

d. Roles and responsibilities under the asbestos management plan.

e. Where the asbestos register is located, how it can be accessed and how to understand the information contained in it.

f. Processes and safe work procedures to be followed to prevent exposure, including exposure from any accidental release of airborne asbestos.

g. Where applicable, the correct use of PPE including respiratory protective equipment (RPE).

h. The implementation of control measures and safe work methods to eliminate or minimise the risks associated with asbestos to limit the exposure to workers and other persons.

i. Workplace exposure standard and control levels for asbestos.

j. Purpose of any exposure monitoring or health monitoring that may occur.

Records of all training must be kept while the worker is carrying out the work and for five years after the day the worker stops carrying out the work.

9.4 LIMITED USE OF EQUIPMENT

The use of the following equipment is prohibited:

a. High-pressure water spray.

b. Compressed air.

The following equipment can be used under controlled conditions:

c. Power tools.

d. Brooms.

e. Equipment or tool that may release airborne asbestos in the workplace.

This equipment should be:

1. Enclosed during its use.

2. Designed to capture or suppress airborne asbestos and it is used in accordance with its design.
3. Used in a way that is designed to safely capture or suppress airborne asbestos fibres.

10. CONTROLLING THE RISKS

10.1 HIERARCHY OF CONTROLS

The following hierarchy of control measures will be considered:

a. Eliminate risks by removing the asbestos as the most effective control measure.

b. Engineering controls to minimise any risks e.g. enclosing, encapsulating, sealing asbestos or only using certain tools.

c. Administrative controls to minimise any remaining risks by using safe work practices, training, instruction, information and supervision.

d. PPE to minimise any risks that remain.

A combination of these controls may be required in order to adequately manage and control risks associated with asbestos.

10.2 REMOVING ASBESTOS

There are licensing requirements for asbestos removal work. This said, not all asbestos removal will require a licensed removalist as such. Small areas of asbestos cement materials, cable pits and gaskets can be removed without a licence.

The following general principles will be used to assist in the removal process:

a. If the ACM is friable and in a poor/unstable condition and accessible with risk to health from exposure, immediate access restrictions should be applied. Removal should be conducted as soon as practicable using an unrestricted licensed removalist (Class A).

b. If the ACM is friable, accessible and in a good/stable condition, it is preferred to be removed. Short-term control measures (i.e. restrict access, sealing, enclosure etc.) may be employed until removal can be facilitated.

c. If the ACM is non-friable and in a poor/unstable condition; minimising disturbance and encapsulation or removal may be appropriate controls.

d. If the ACM is non-friable and in a good/stable condition, ongoing maintenance and periodic inspection would be appropriate controls until removal in line with refurbishment programmes.

e. Where asbestos removals are to be carried out, the removalist will prepare an asbestos removal control plan which will be reviewed by a competent person prior to approval of such work.

The occupational hygiene team and WesCEF technical services field supervisor should be contacted for advice prior to organising any asbestos removal work.

10.2.2 Engaging an asbestos removalist

a. No licence required: Can remove up to 10 m^2 of non-friable ACM or asbestos containing dust that s associated with removal of less than 10 m^2 of non-friable asbestos that is not associable with the removal of friable ACM.

b. Class B: Can remove any amount of non-friable asbestos or asbestos containing dust that is not associated with friable removal works.

c. Class A: Can remove any amount of friable or non-friable ACM and any amount of asbestos containing dust.

When seeking information regarding asbestos removal requirements or a licensed asbestos removalist a WesCEF technical services field supervisor team member should be contacted for information and contact details. Under no circumstances should any asbestos removal occur without first contacting WesCEF technical services.

10.2.3 Planning the removal

Planning of removal works should be undertaken in consultation with the licenced asbestos removalist that will be responsible for the works.

When planning removal works, the following should be considered:

a. Can the removal be undertaken safely.

b. Has the ARCP been approved.

c. Can the works be undertaken during normal work hours without impacting other workers.

d. What areas will need to be restricted during the works.

e. How will areas that are restricted be physically guarded to ensure unauthorised personnel do not enter.

f. Who needs to be advised of the works (e.g. employees, supervisors, and safety team).

g. What controls will need to be in place to reduce the risk of asbestos exposure.

h. Has an independent competent person been engaged to conduct AFM and clearance inspections.

i. What methods will be in place for the containment and disposal of asbestos materials waste.

j. How will relevant information be communicated between WesCEF, the removalist and other relevant parties.

10.2.4 Asbestos Certificate

Where there is the potential to dislodge or damage in-situ ACM during works an Asbestos Certificate must be completed and issued with the corresponding Work Permit. The Certificate and Work Permit should be issued by the responsible WesCEF technical services field supervisor on site and accepted by the person or persons undertaking the work.

The Asbestos Certificate is for the management of minor maintenance and services work only. In the instance of major refurbishment, demolition or asbestos removal an appropriately qualified person or organisation should be engaged to manage and oversee the works and provide a clearance certificate.

10.2.5 At the completion of removal

At the completion of any asbestos removal works certain actions need to be undertaken to ensure the workplace can be safely re-occupied, these include:

a. Visual inspection of the area by an independent competent person to determine if the removal has been completed to a satisfactory standard in accordance with the safe removal code of practice.

b. Clearance AFM by an independent competent person, if deemed necessary.

c. A clearance certificate issued containing confirmation of visual clearance inspection and clearance AFM results.

10.3 ENCLOSING ASBESTOS

Where it is not reasonably practicable to remove ACM, the preferred alternative control measure is enclosure.

Enclosure is the creation of a structure built around the asbestos so that it is completely covered to prevent exposure of the asbestos to air and other substances. Enclosure creates a separate physical barrier that prevents access to the asbestos and therefore minimises the potential for exposure to airborne fibres.

The risk assessment to decide should review the condition of the ACM, the risk it poses to health and cost. This should be interim control measure and supported through regular inspections by a competent person to identify if the ACM requires removal due to damage or deterioration.

Enclosure should only be used on non-friable ACM where removal is not reasonably practical and where the ACM is at risk of damage from work activities. Consideration must be given when designing the enclosure for the need to provide access to the ACM for regular inspection of its condition.

10.4 ENCAPSULATING ASBESTOS

If the ACM cannot be removed or enclosed, encapsulation or sealing is the next preferred control measure. For example, if the ACM is weathered, damaged or broken, is subject to planned work where it is likely to be disturbed or deteriorate, it should be removed.

ACM that is encapsulated in a resilient matrix like reinforced plastics, vinyls, resins, mastics, bitumen, flexible plasters and cements, will release minimal airborne asbestos fibres unless the matrix is damaged.

This type of encapsulation will seal any loose asbestos fibres into place and should be used only when the original ACM bond is still intact. Encapsulation helps protect the ACM from mechanical damage, increases the length of serviceability of the product and prevent the release of airborne asbestos fibres during the removal process.

If encapsulation is recommended, the person carrying out the work should:

a. Be trained and experienced in working with ACM.

b. Isolate the area.

c. Use suitable RPE that complies with AS/NZS 1716 respiratory protective devices.

d. Wear suitable protective clothing such as disposable overalls.

e. Follow a safe system of work that reduces the risk of creating airborne asbestos fibres.

f. Follow a decontamination procedure upon completion of the task.

10.5 SEALING ASBESTOS

Sealing is the process of covering the surface of the material with a protective coating over the ACM to prevent exposure to airborne asbestos fibres. Sealing asbestos is the least effective method for controlling the release of airborne asbestos. It should only be considered as an interim control while a more effective control such as removing or enclosing can be implemented. The process either coats the material, reducing fibre release, or binds the fibres together. Asbestos should be sealed, coated or painted to protect it. Sealing is inappropriate where the sealed material is likely to suffer mechanical damage (drilling or sanding).

It is important to select coating that is appropriate to the material to be sealed and has the required fire resistance, thermal insulation and ultraviolet (UV) properties necessary for it to be an effective control. The coating will deteriorate if it is exposed to chemicals, extreme heat or cold, wet or dry conditions, or physical impacts.

Under no circumstances should asbestos be water blasted or dry sanded in preparation for painting, coating or sealing, as there is no system of use that can effectively capture or suppress asbestos fibres in such circumstances. To treat asbestos, a method should be used that does not disturb the asbestos.

The surface on which the sealant is to be applied should be cleaned with a HEPA filtered H-Class industrial vacuum cleaner. This will help capture any loose dust or debris from the surface and ensure good adhesion of the sealant. The surface during application should not be disturbed as this releases asbestos dust.

An airless sprayer at low pressure is preferred to rollers or brushes on exposed (or unsealed) asbestos, as rollers and brushes may cause abrasion/damage and result in fibres being released from the surface of the material. When using a spray brush, never use a high-pressure spray to apply the paint. You should apply it with a dry airless spray using a low pressure to avoid generating high levels of asbestos dust. Several coatings may be needed for full protection.

10.6 TOOLS AND EQUIPMENT

The use of the following equipment is prohibited:

a. High-pressure water spray.

b. Compressed air.

The following principles apply:

c. The use of high-speed abrasive power and pneumatic tools, including angle grinders, sanders, saws and high-speed drills is prohibited except where used with dust suppression/extraction controls.

d. Manually operated (non-powered) hand tools should be used wherever possible.

e. Low-speed, battery-powered tools that are able to be used in conjunction with wet methods for dust control.

f. Low-speed battery-powered tools should be fitted with a local exhaust ventilation (LEV) dust control hood or shadow vacuuming techniques.

g. Use of pastes and gels.

h. HEPA filtered H-Class industrial vacuum cleaners should be used for asbestos-related work.

10.7 SAFE WORK PRACTICES

Where there is the risk of disturbing known ACM through building maintenance or service activities, a safe system of work must be implemented to minimise the risk of exposure to airborne asbestos fibres.

To ensure minimal disturbance or damage of ACM during maintenance and service activities, a team-based risk assessment should be considered prior to the task.

Where it is possible to establish and maintain a restricted working area without risk of impacting on employee's, asbestos work may be undertaken during normal working hours. Where a restricted area cannot be established and maintained the asbestos work should be undertaken outside of normal working hours when employees are not present.

Prior to the beginning of the work appropriate signposting should be erected and the area barricaded to restrict access. No personnel, other than those required to undertake the work within the restricted area should enter the area under any circumstances.

A wet method of work should be utilised whenever possible and wet methods should be applied for cleaning after the completion of works provided, they can be undertaken safely. Where a wet method cannot be used for cleaning, a HEPA rated vacuum cleaner should be used for the removal of dust and debris.

10.8 PERSONAL PROTECTIVE EQUIPMENT

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.

10.8.1 Coveralls

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 need to be of a suitable standard to prevent penetration of asbestos fibres so far as is practicable. Disposable coveralls rated type 5, category 3 (EN ISO 13982–1) or equivalent would meet this standard.

10.8.2 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.

10.8.3 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.

Minimum P2 respirator complying with AS/NZS 1716 shall be used.

RPE should be used until all contaminated disposable coveralls and clothing have 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.

11. FIRE DAMAGE

During emergency response to a fire, the chief fire officer attending site must be informed of the suspected presence of ACM in the building where possible. Following any fire which potentially damages ACM on site, the area must be isolated to prevent access other than for inspection purposes.

Fire damaged ACM must be stabilised as soon as possible to prevent the release and spread of asbestos fibres by the weather and until a full remediation plan can be formulated. Assessment of fire damaged ACM will take into account the guidance provided in the West Australian Department of Health document ‘Guidance Note on the Management of Fire Damaged asbestos’.

12. INCIDENT INVESTIGATIONS

An incident in this context is an unplanned event involving an ACM or suspected ACM. Primarily, should an incident occur, the situation is to be brought under control as soon as possible to prevent (further) release or spread of asbestos or anxiety surrounding the incident.

Events considered by this plan to be asbestos incidents include, but are not limited to, the following:

- Unplanned or wilful but uncontrolled disturbance of ACM.
- Fire causing damage or deterioration of ACM.
- Potential exposure to airborne asbestos fibres either as a result of a planned or unplanned disturbance.

If the incident involves a disturbance of ACM or potential ACM, the immediate affected area must be evacuated and isolated behind closed doors or barriers to prevent personnel access, until an investigation can be undertaken.

An incident will also be raised in Cintellate to aid with the investigation.

13. RELATED DOCUMENTS

- Excavation Certificate (CSBP-PF2470)
- WesCEF Excavation procedure (WCEF-PD-OHS-040-05)
- Penetration Certificate (CSBP-SF0948)
- WesCEF Penetration Procedure (WCEF-PD-OHS-040-06)
- Asbestos Certificate (CSBP-PF2492)