

Asbestos Management Plan

Plots 2 & 3 Angel Meadow Manchester

For

Westfields Construction Ltd

November 2018

Asbestos Management Plan Plots 2 & 3 Angel Meadow, Manchester Westfields Construction Ltd

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1 Introduction

1.1 Introduction

The following document and associated procedures outline the commitment of Westfields Construction to the Control of Asbestos Regulations 2012 (CAR), particularly with regard to handling asbestos impacted soils.

Environmental Management Solutions Ltd (EMS) have been commissioned by Westfields to assist in the production of this Asbestos Management Plan (AMP). The plan is to cover all construction activities on site that will be undertaken by Westfields.

1.2 Background

Westfields have been provided with a Geotechnical investigation undertaken by WSP (Project No. 70020194 Issue 3). The report identified asbestos contamination within '*shallow made ground*'.

The report identified asbestos in one location (out of 14 samples tested) that is associated with the area to be developed by the contractor and the levels were shown to be <0.001% w/w of Amosite.

The recommendation of the report is that an asbestos management plan for the site is produced to reduce the risk of exposure to operatives and neighbouring site users during the site works.

1.3 Legislation & Guidance

The following legislation and clauses are considered relevant for this project –

1.3.1 Control of Asbestos Regulations

Control of Asbestos Regulations 2012 are applicable to all works where asbestos may be encountered, This document will particularly consider -

Regulation 6 - Assessment of works which exposes employees to asbestos

This regulation requires employers to carry out a risk assessment to identify the risks of exposure to asbestos. It sets out the requirement to record any significant findings and put in place steps to prevent, or reduce, exposure to employees.

Regulation 7 - Plans of Work

This regulation requires employers to prepare a written plan before work on asbestos is carried out, including details of the work, and the appropriate actions to control risk and prevent harm.

Regulation 10 – Information, Instruction & Training

This regulation requires employers to make sure that anyone liable to disturb asbestos during their work, or who supervises such employees, receives the correct level of information, instruction and training to enable them to carry out their work safely and competently and without risk to themselves or others.

1.3.2 CAR-Soil

JiWG Guidance – ‘Interpretation for Managing and Working With Asbestos in Soil and Construction and Demolition Materials’

Industry Guidance.

1.3.3 Additional Legislation

- a) Health & Safety at Work Act 1974 – *a single comprehensive system of regulatory law covering occupational health and safety in Great Britain. HSWA 1974 imposes various general duties upon both employers and employees and its three primary objectives are to:*
 - i) *secure the health, safety and welfare of persons at work;*
 - ii) *protect persons other than persons at work against risks to health or safety arising out of, or in connection with, the activities of persons at work;*
- b) Management of Health & Safety at Work Regulations 1999 – *This regulation requires all employers and self-employed people to assess the risks to workers and any others who may be affected by their work or business.*
- c) Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1995 (RIDDOR) – *This legislation requires the reporting of certain work-related accidents, injuries and dangerous incidents/occurrences including uncontrolled release of hazardous materials.*

- d) Construction, Design and Management Regulations 2015 (CDM) – *CDM applies to all construction work. The regulations mean the client must manage the projects, ensure the principle designer and principal contractor carryout their duties, including their responsibilities to Health, Safety & Welfare.*

2 Project Structure

2.1 Key Roles

Client - Angel Meadows (FEC) Ltd
Ground Floor, 12 Stanhope Gate, London, W1K 1AW

Principal Contractor - Westfields Construction Ltd and China Zhejaing
Construction Group (H.K.) Limited Joint Venture
1-3 Old Mill Road, Hunton Bridge, Hertfordshire WD4 8RD

Principle Designer - Chapman Taylor
Bass Warehouse, 4 Castle St, Manchester, M3 4LZ

2.2 Westfields Construction Ltd.

This document was commissioned by Westfields to address their site works and therefore only Westfields employees, subcontractors and others they may be affected by their work will be considered. This document does not absolve others of their statutory responsibilities.

Westfields company structure can be found in Appendix A of this document.

2.3 Roles and responsibilities

All employees and contractors have a duty to comply with all elements of CAR2012 and the relevant clauses of the company's Asbestos Management Plan. All employees and contractors have a legal duty to co-operate with the Duty Holder, at all times. As part of the Asbestos Management Plan key roles have been identified and specific responsibilities

The key elements shall include -

- All staff shall be made aware of the presence of asbestos on the site.
- A copy of the AMP will be available onsite, all relevant staff shall familiarise themselves with the plan.
- All site staff will have 'Asbestos Awareness Training' as a minimum requirement.
- Disseminate information regarding asbestos to all relevant people as required by the procedures in this policy. This may include other staff and contractors.

- Record and report any visible ACMs that are identified. If necessary reevaluate this risk assessment.
- In the event of an emergency the procedure within the document should be followed. The site manager or project manager should be contacted immediately.

2.3.1 Client.

The Client shall make suitable arrangements for managing a project, including making sure, other duty holders are appointed as appropriate and that sufficient time and resources are allocated.

The Client shall also ensure relevant information is prepared and provided to other duty holders and that the principal designer and principal contractor carry out their duties.

2.3.2 Principle Designer

The Principle Designer (PD) shall plan, manage, monitor and coordinate health and safety in the pre-construction phase of a project. This includes identifying, eliminating or controlling foreseeable risks, including asbestos. The PD shall ensure designers carry out their duties and prepare and provide relevant information to other dutyholders.

Liaise with the principal contractor to help in the planning, management, monitoring and coordination of the construction phase.

In regards this AMP the PD shall ensure:-

- The contractor's Asbestos Management Plan is compliant with all current UK Legislation and that the Contractors remain compliant.
- That the contractor is competent to undertake the works required in relation to asbestos management.
- That the contractor follows the guidance laid out in this asbestos management plan and that they are aware of their roles and responsibilities and that they are competent to carry them out.
- Ensure appropriate resources and expertise is in place for asbestos management in accordance with this AMP.
- Attend the yearly AMP review meetings with senior managers as laid out in the AMP. Report outcomes to the Client.

2.3.3 Principle Contractor – Westfields

The Principle Contractor (The contractor) should plan, manage, monitor and coordinate health and safety in the construction phase of a project. This includes producing an AMP when required.

The contractor shall liaise with the client and principal designer, prepare a construction phase plan and organising cooperation between contractors.

Under this AMP the PC shall make sure, suitable training and site inductions are provided to all site operatives, reasonable steps are taken to prevent unauthorised access to the site, ensure workers are consulted and engaged in securing their health and safety and the PC shall provide welfare facilities.

Under this plan the PC has the following duties =

- Provide all relevant project information to Project Designer, H&S Consultant and Asbestos Consultant.
- Producing a suitable asbestos management plan for the project, in conjunction with the asbestos consultant.
- Disseminate information to all relevant people involved with the project.
- Ensure time and budget are available for appropriate training to undertaken with all employees involved in the project.
- To record and document any additional ACMs that maybe encountered during the works.
- To provide a detailed record of the location of suspected ACMs that remain on completion of the project.
- To ensure provision is made for suitable RPE & PPE to be made available for all operatives onsite as required.
- Assessing and ensuring competence of any contractors (asbestos & non-asbestos) appointed to work on behalf of Westfields.
- Reviewed the site AMP on an annual basis as a minimum. If conditions onsite change or if the project (in context to potentially disturbing ACMs) exceeds 12mths the plan should be checked for relevance.
- Ensure any waste is classified correctly and the waste contractor meets the necessary requirements and that the waste is dispatched to a suitable facility.

- Comply with the procedures in this document when instructing contractors including supplying all relevant asbestos related documentation to appointed contractors prior to commencement of works

The minimum requirements for persons holding this position shall include recent Asbestos Awareness Training (or refresher). It is essential they can demonstrate an understanding of all elements of this plan and a wider knowledge of CAR2012.

Site Manager

The site manager will control day to day activities on site and the performance of operatives and sub-contractors.

Responsibilities shall include:

- Ensuring that the operatives meet their responsibilities under the AMP.
- Ensuring the site operatives have the relevant qualifications, understanding and competency to undertake their duties under this plan.
- Reporting any suspected asbestos materials (previously not sampled) or any reported damage to the asbestos containing materials to the Project Manager. All findings should be documented.
- Update the asbestos register if suspected ACMs are removed from site.
- Conduct a relevant site induction, which should include information regarding asbestos in soils and the potential for undiscovered ACMs.
- Supply any updated asbestos information to the Asbestos Manager.
- Attend the annual AMP review meetings

The minimum requirements for persons holding this position shall include recent Asbestos Awareness Training (or refresher). It is essential they can demonstrate an understanding of all elements of this plan and a wider knowledge of CAR2012.

Asbestos Consultant

The appointed consultant will undertake the following tasks in conjunction with Westfields –

- Assist in the production of the site Asbestos Management Plan based on information supplied by the contractor.
- When requested the consultant will provide advice on legislation, guidance and industry 'good practise'.
- In conjunction with the Asbestos Manager, the consultant will undertake an annual review of AMP.
- The consultant will satisfy these minimum requirements - P405 Qualification + Relevant Asbestos Experience of writing AMP's or hold S301/W504 Certification

2.3.4 Site Operatives (All Contractors (non-asbestos))

All operatives working on the site have responsibilities under this AMP. The responsibilities are as follows -

- All operatives shall read and sign the site risk assessments and be made aware of the contents of this AMP.
- All operatives shall comply with this AMP and any additional instructions issued by the Site Manager.
- Operatives should stop work immediately and report to the site manager if visible ACM is identified. The contractor shall comply with the Emergency Procedure as set out by this document.
- All construction related contractors or those that may encounter asbestos materials in the course of their works, should have a current Asbestos Awareness Training Certificate. Annual refresher training should be undertaken and it is recommended the full course is resat on a three yearly cycle.

3 Asbestos Management

3.1 Introduction

Westfields are committed to complying with all relevant legislation and guidance covering the management of asbestos. The following section will outline the central procedure for the control of asbestos containing material (made ground) as identified on the Angel Meadow site and report by WSP.

3.2 Site Specific Detail

WSP report identified Amosite bundles in BH204 @ 0.25m bgl. The amount is recorded as <0.001% w/w.

The description of the material in this location is 'Made Ground' is a sandy clay soil with some gravel and brick content. No visible asbestos fragments were identified.

Within the report supplied further asbestos has been identified in other Bore Holes, Westfield have confirmed these locations are not on the site to be developed as part of Westfields work. **APPEND PLAN SHOWING SITE BOUNDARIES?**

3.3 Asbestos Management Procedures

CAR-Soil and HSG248 state that when an asbestos amount is only 'one or two fibres' or <0.001% the amount is regarded as 'Trace' and that CAR2012 may not apply.

Based on the evidence within the WSP Site investigation report, the quantification for the borehole on the Westfield site is <0.001% w/w although the test certificate does not comment on the number of fibres.

This result would indicate that the soils in this area do not need to be regarded as asbestos containing and no specialist procedures are required.

However as part of Westfields commitment to eliminate risk the following procedures shall be implemented: -

- 1) All site staff will have received 'Asbestos Awareness Training' or a refresher within the last 12months.

- 2) Site specific inductions shall be undertaken with all operatives to include an explanation of the potential of asbestos onsite and the procedures contained within this AMP.
- 3) Boot wash facilities will be supplied to prevent the potential transfer of asbestos containing soils into vehicles and off site.
- 4) Type 5 coveralls shall be worn as appropriate to prevent the transfer of potentially asbestos containing soils into vehicles and off site.
- 5) A suitably trained banks person shall be used to observe all excavations and should be aware of the potential of asbestos fragments. If asbestos is observed work will be stopped immediately.
- 6) FFP3 disposable dust masks should be made available to all operatives. Each operative shall be face fitted to ensure the masks are suitable. The wearing of the dusts masks is not a requirement based on the current information but operatives may choose to wear them. If isolated fragments are identified or conditions are particularly dusty then the site manager may enforce FFP3 masks.
- 7) If the contaminated area is dusty during excavation light dust suppression with a fine water mist should be considered.
- 8) As the test results currently only show the one area at trace level, there is no requirement for suits, masks or dust suppression but these should be used as appropriate to demonstrate good practise.
- 9) Operatives shall carry out personal decontamination procedures as set out in EM9 and appended in this document.
- 10) If fragments of suspect asbestos containing materials are identified, work will stop immediately and the emergency procedure in the AMP followed.
- 11) There is no requirement for air monitoring on a site with the levels of asbestos fibres identified. However, reassurance or background air monitoring should be considered to provide clear data on what the airborne fibre levels are during the time of work.

This can provide reassurance and confidence to the operatives but also to any persons who maybe working or passing locally to the site as its being developed. The results can provide evidence that the control

limits were not exceeded. In the event of the limits being exceeded control measures can be introduced to address the raised levels.

3.4 Emergency Procedures

In the event of an ACM or suspect ACM being uncovered or disturbed the HSE procedure included as Appendix D of this policy should be followed, in addition the following procedures should be implemented -

If an ACM is uncovered or disturbed during refurbishment or maintenance.

Work should cease immediately.

Steps should be taken to ensure personnel are protected and the area is made safe. Action should be taken to minimise the potential spread of fibres and the area designated to prevent further accidental access or disturbance.

Any affected personnel should be decontaminated as appropriate.

Once the area and personnel are safe the Site Manager and/or Project Manager should be contacted immediately. The contact details are as follows-

Martin Coulthurst – Project Manager
07521402052

Mark Sinclair – Site Manager
07488300896

These details can be used both within and out of normal working hours.

As current information shows that there should not be any visible asbestos fragments on the site an identification on the material should be undertaken this should include product type and asbestos type.

If suspect ACMs are identified (particularly if it is more than a single occurrence) further investigation may be initiated to classify and delimit the materials extent.

Once the full extent of the asbestos is known the necessary reassessment of the site work can be undertaken, including a review of this AMP and the necessary measures can be implemented to continue with the work.

4 Glossary of Terms

4.1 General

4.1.1 The Contractor

Refers to Westfields Construction Limited

4.1.2 HSE

The Health and Safety Executive (HSE) is the body responsible for the encouragement, regulation and enforcement of workplace health, safety and welfare, and for research into occupational risks in Great Britain. It is a non-departmental public body of the United Kingdom

4.1.3 CAR2012

The Control of Asbestos Regulations 2012 (the Regulations) set minimum standards for the protection of employees from risks related to exposure to asbestos, these are legal duties. Employers should also take account of people not directly employed by them but who could be affected by the work being done on asbestos (including employees of other employers, people occupying buildings, members of the public etc).

4.1.4 ACM

Asbestos Containing Material

4.1.5 Asbestos Consultant

A company or person with suitable experience and qualifications to deliver advice on all asbestos issues and undertake asbestos surveys.

4.1.6 Asbestos Contractor

A company with suitable qualifications and experience to undertake asbestos removal, usually with a license issued by the HSE.

4.1.7 LARC

Licensed Asbestos Removal Contractor

4.2 Legislation & Guidance

4.2.1 Management Asbestos Survey

A Management Asbestos Survey is the minimum level survey and is usually undertaken to comply with CAR2012 Regulation 4 'Duty to Manage'. The purpose of which is to determine the nature and extent of any asbestos containing materials (ACM) within a building. An assessment of the condition

and potential risk of fibre release from any ACM identified is made. Remedial actions which may be applicable are detailed if required.

The purpose of the survey is:

- To determine the nature and extent of any identified ACM during the site investigation
- To provide an assessment of the condition of ACM present and risk of fibre release from the material
- To provide an assessment of the need for and scope of remedial works to reduce risk to site operatives due to the actual presence of ACM

A Management Asbestos Survey is to allow everyday occupation and use of a building and to allow minor foreseeable maintenance to be undertaken; therefore any intrusive maintenance, refurbishment or demolition will require a more intrusive asbestos survey.

4.2.2 Refurbishment Survey

A refurbishment survey is needed before any refurbishment work is carried out. This type of survey is used to locate and describe, as far as reasonably practicable, all ACMs in the area where the refurbishment work will take place. The survey will be fully intrusive and involve destructive inspection, as necessary, to gain access to all areas, including those that may be difficult to reach. A refurbishment survey may also be required in other circumstances, eg when more intrusive maintenance and repair work will be carried out or for plant removal or dismantling.

The survey information should be used to help in the tendering process for removal of ACMs from the building before work starts. The survey report should be supplied by the client to designers and contractors who may be bidding for the work, so that the asbestos risks can be addressed. In this type of survey, where the asbestos is identified so that it can be removed (rather than to 'manage' it), the survey does not normally assess the condition of the asbestos, other than to indicate areas of damage or where additional asbestos debris may be present. However, where the asbestos removal may not take place for some time, the ACMs' condition will need to be assessed and the materials managed.

Refurbishment surveys are intended to locate all the asbestos in the building, within the defined scope, as far as reasonably practicable. It is a disruptive and fully intrusive survey which may need to penetrate all parts of the building structure. Aggressive inspection techniques will be needed to lift carpets and tiles, break through walls, ceilings, cladding and partitions, and open up floors. In these situations, controls should be put in place to prevent the spread of debris, which may include asbestos. Refurbishment surveys should only be conducted in unoccupied areas to minimise risks to the public or employees on the premises. Ideally, the building should not be in service and all furnishings removed. For

minor refurbishment, this would only apply to the room involved or even part of the room where the work is small and the room large. In these situations, there should be effective isolation of the survey area (eg full floor to ceiling partition), and furnishings should be removed as far as possible or protected using sheeting. The 'surveyed' area must be shown to be fit for reoccupation before people move back in. This will require a thorough visual inspection and, if appropriate (eg where there has been significant destruction), reassurance air sampling with disturbance. Under no circumstances should staff remain in rooms or areas of buildings when intrusive sampling is performed.

4.2.3 Demolition Survey

A demolition survey is needed before any demolition work is carried out. This type of survey is used to locate and describe, as far as reasonably practicable, all ACMs in the whole building if demolition is planned. The survey will be fully intrusive and involve destructive inspection, as necessary, to gain access to all areas, including those that may be difficult to reach. A demolition survey may also be required in other circumstances, eg when more intrusive maintenance and repair work will be carried out or for plant removal or dismantling.

There is a specific requirement in CAR 2012 (regulation 7) for all ACMs to be removed as far as reasonably practicable before major refurbishment or final demolition.

The survey report should be supplied by the client to designers and contractors who may be bidding for the work, so that the asbestos risks can be addressed. In this type of survey, where the asbestos is identified so that it can be removed (rather than to 'manage' it), the survey does not normally assess the condition of the asbestos, other than to indicate areas of damage or where additional asbestos debris may be present. However, where the asbestos removal may not take place for some time, the ACMs' condition will need to be assessed and the materials managed.

Demolition surveys are intended to locate all the asbestos in the building, as far as reasonably practicable. It is a disruptive and fully intrusive survey which may need to penetrate all parts of the building structure. Aggressive inspection techniques will be needed to lift carpets and tiles, break through walls, ceilings, cladding and partitions, and open up floors. In these situations, controls should be put in place to prevent the spread of debris, which may include asbestos. Demolition surveys should only be conducted in unoccupied areas to minimise risks to the public or employees on the premises. Ideally, the building should not be in service and all furnishings removed.

- 4.2.4 UKAS
United Kingdom Accreditation Service
- 4.2.5 HSG264 - Asbestos: The Survey Guide
The HSE guidance document for asbestos surveyors
- 4.2.6 HSG268 – Asbestos: The Analyst Guide
The HSE guidance document for air sampling for asbestos, bulk analysis of asbestos and the conduct of 4 stage clearances.
- 4.2.7 HSG247 – Asbestos – The Licensed Contractor Guide
The HSE guidance document for licensed contractors and licensed asbestos removal.
- 4.3 Report Interpretation**
- 4.3.1 Amosite
Commonly known as Brown Asbestos and is part of the Amphibole group of minerals. An asbestine variety of anthophyllite, rich in iron, formerly used as a heat-resistant material.
- 4.3.2 Chrysotile
Commonly known as White Asbestos, it is a fibrous variety of serpentine; asbestos.
- 4.3.3 Crocidolite
Commonly known as Blue Asbestos, it is a bluish, asbestine variety of riebeckite. Also part of the Amphibole group of minerals.
- 4.3.4 Areas not accessed
In accordance with the Health and Safety (HSE) Guidance HSG264 Asbestos: The survey guide, areas which cannot be accessed or inspected at the time of the survey must be presumed to contain asbestos, unless there is strong evidence to prove otherwise. The areas highlighted are only those that should be accessed on the level of survey being undertaken, therefore the definition of 'No Access' in a management survey but does not include those areas that would only be accessed by intrusive investigation.
- 4.3.5 Presumed materials
In areas where sampling was not possible or practical, materials are either presumed or strongly presumed in accordance with EMS in house procedures which are based upon the guidelines within the Health and Safety (HSE)

Guidance HSG264 Asbestos: The survey guide. Circumstances where presumptions are made include where access is difficult or sampling would leave the materials integrity compromised, for example disturbing a painted surface or damaging a flue.

As defined by the HSE, materials that are strongly presumed look as if they may contain asbestos, upon visual inspection by an experienced, trained surveyor. Materials that are presumed to contain asbestos where there is insufficient evidence to confirm that it is asbestos free, or where a duty holder/surveyor decides that it is easier under planned management arrangements to presume certain materials to contain asbestos.

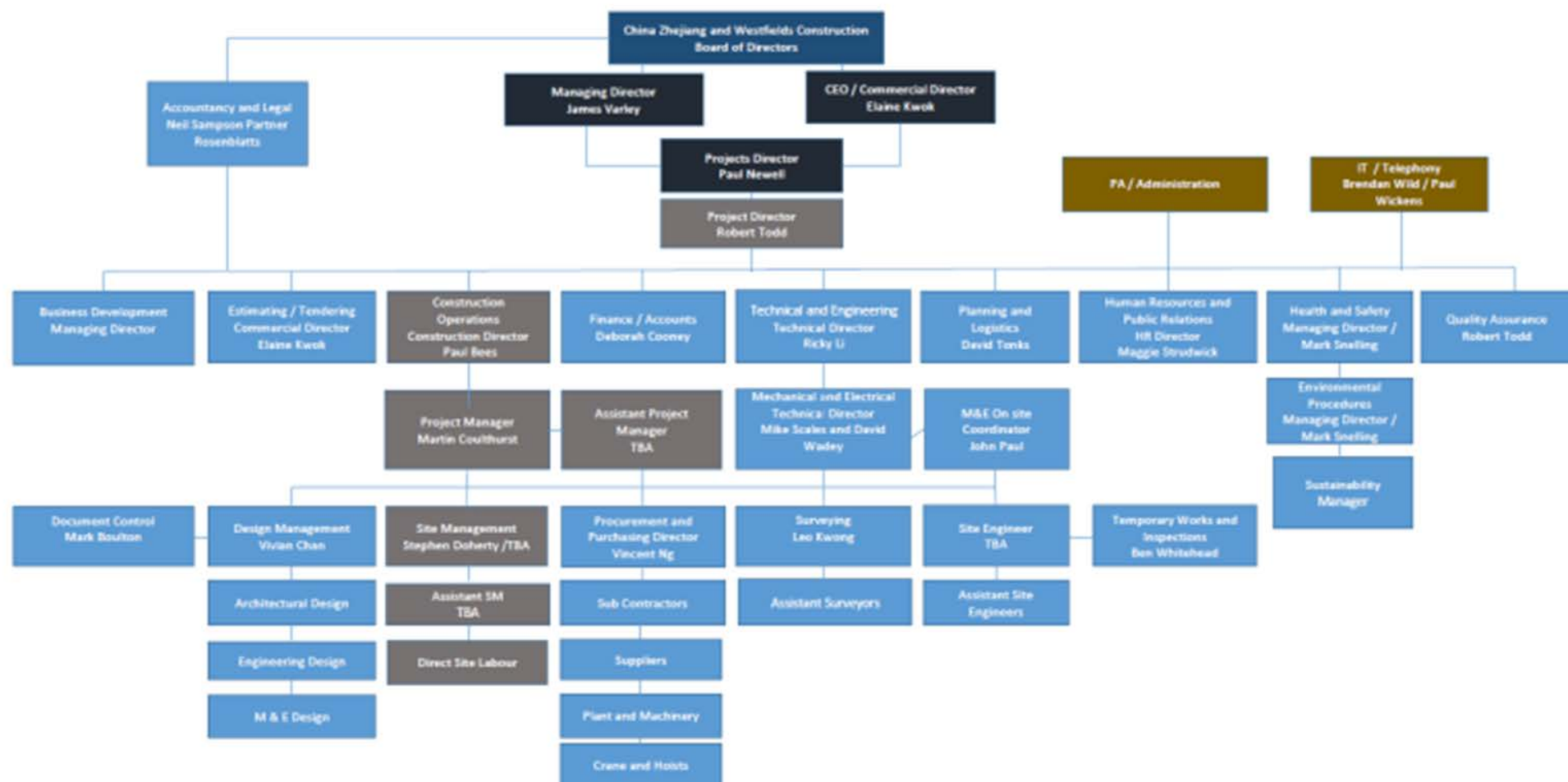
Presumed materials should be treated as asbestos containing materials until proven otherwise and therefore are included in the asbestos register within this report.

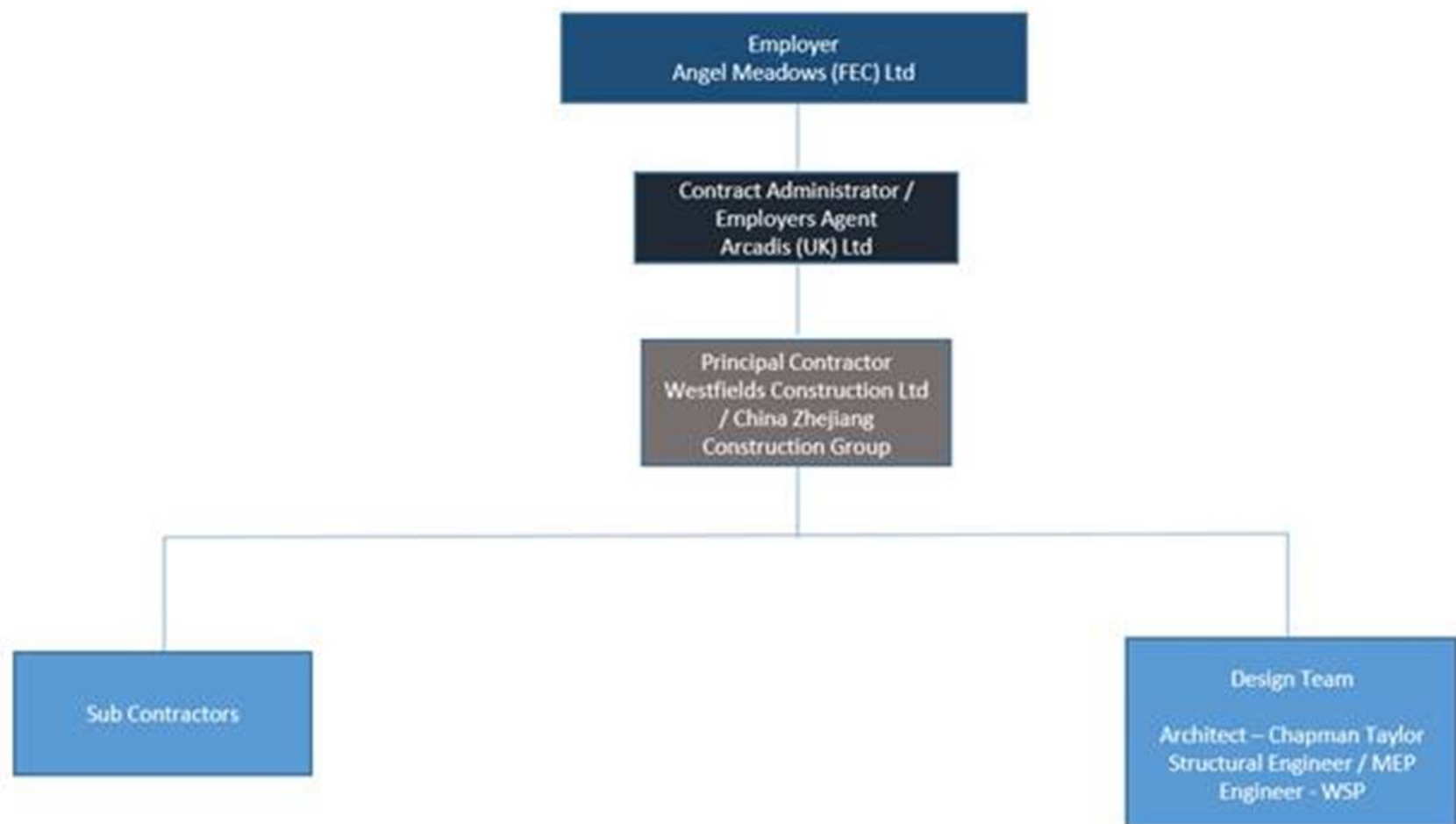
4.3.6 Material Risk Assessment

Each ACM is risk assessed in accordance with the algorithm within HSG264 Asbestos: The survey guide. The Material Risk Assessment (MRA) score identifies the risk level of the materials, that is, the risk that the material will release airborne fibres if disturbed. Presumed materials are scored as asbestos if they were asbestos containing.

Materials with assessment scores of 10 or more are regarded as having a high potential to release fibres, if disturbed. Scores of between 7 and 9 are regarded as having a medium potential, and between 5 and 6 a low potential. Scores of 4 or less have a very low potential to release fibres. Non-asbestos materials are not scored.

For presumed materials the asbestos type must be calculated as Crocidolite until proved otherwise. In most cases it is unlikely that Crocidolite has been used; but unless the material risk assessment highlights a medium or high potential for fibre release it is acceptable to manage the presumed materials on the presumption of Crocidolite. Further investigation may be required before major maintenance or demolition.





em8

asbestos
essentials

Personal decontamination

Equipment and method sheet

Non-licensed tasks

This information will help employers and the self-employed to comply with the Control of Asbestos Regulations 2012.

It is also useful for trade union and employee safety representatives.

Only carry out work if you are properly trained and have the right equipment.

Remember:

- Asbestos fibres can cause fatal lung disease and lung cancer.
- Check what you're working on before you start.
- Read the safety checklist and sheet a0.
- You must be trained to work safely with asbestos materials.

What this sheet covers

This sheet describes how to decontaminate yourself after work with asbestos materials.

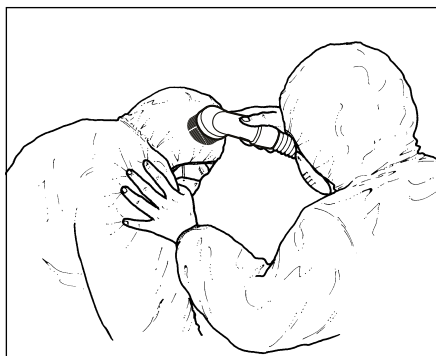
Personal decontamination is easier when you wear the correct personal protective equipment (PPE).

You need to decontaminate yourself properly, otherwise you may take asbestos fibres home on your clothing and expose your family and friends.

Procedures

Removing and decontaminating PPE

- Clean your boots with damp rags – see sheet em7.
- Where available, clean your overalls with the brush attachment on a Class H vacuum cleaner. Vacuum off the brush.
- Otherwise, use damp rags in a gentle 'patting' action. Rubbing can disturb fibres.
- Where there are two workers, they can help to clean each other.
- Peel off disposable overalls. They should be inside out when they have been removed. Put them in a suitable asbestos waste bag.
- Bag up reusable overalls for a specialist laundry.
- Finally, remove your respiratory protective equipment (RPE) in accordance with em6.
- Tape the bag closed.



'Buddy' cleaning using a Class H vacuum cleaner



Make sure you restrict access



Cleaning with damp rag using patting action

Personal decontamination

- A suitable location for personal decontamination should be considered as part of the planning before the job commences.
- Can you use site washing facilities? If so, they must be for your use only.
- Keep other people out during personal decontamination, and until you have cleaned the facilities.
- Wash every time you leave the work area.
- Use damp rags to clean the washing facilities at the end of the job.
- Clean the facilities daily if the job lasts more than one day.
- Inspect the facilities visually once the job is finished.
- Clearance air sampling is not normally needed for washing facilities.
- See sheet em9 for disposal of asbestos waste.

For information about health and safety, or to report inconsistencies or inaccuracies in this guidance, visit www.hse.gov.uk/. You can view HSE guidance online and order priced publications from the website. HSE priced publications are also available from bookshops.

This guidance is issued by the Health and Safety Executive. Following the guidance is not compulsory, unless specifically stated, and you are free to take other action. But if you do follow the guidance you will normally be doing enough to comply with the law. Health and safety inspectors seek to secure compliance with the law and may refer to this guidance.

This document is available at: www.hse.gov.uk/asbestos/essentials/

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First published as part of *Asbestos essentials task manual* 2001.

em6asbestos
essentials

Personal protective equipment (including RPE)

Equipment and method sheet

Non-licensed tasks

This information will help employers and the self-employed to comply with the Control of Asbestos Regulations 2012.

It is also useful for trade union and employee safety representatives.

Only carry out work if you are properly trained and have the right equipment.

Remember:

- Asbestos fibres can cause fatal lung disease and lung cancer.
- Check what you're working on before you start.
- Read the safety checklist and sheet a0.
- You must be trained to work safely with asbestos materials.

Caution

Never use laced boots; these are very difficult to clean properly.

Never take used overalls home.

Never leave the respirator lying around where it can collect dust.

Never dangle the respirator around your neck.

Make sure the correct filter is fitted.

What this sheet covers

This sheet describes what personal protective equipment (PPE) you need.

It also describes respiratory protective equipment (RPE).

PPE and RPE are your last lines of defence against asbestos fibres. Follow the methods in the task guidance sheets to avoid fibres being released into the air.

Overalls

- Disposable overalls – Type 5 (BS EN ISO 13982-1+A1) are suitable.
- You may need waterproof overalls for outdoor work.
- Wear one size too big to help to prevent ripping at the seams.
- If the cuffs are loose, seal them with tape.
- Avoid wearing a long-sleeved shirt – these are difficult to cover properly.
- Wear the overall legs over footwear. Tucking them in lets dust into footwear.
- Wear the hood over RPE straps.
- Dispose of used overalls as asbestos waste.

Gloves

- If you wear protective gloves, use single-use disposable gloves. If you must use latex gloves, use only 'low-protein powder-free' gloves.
- Dispose of used gloves as asbestos waste.

Footwear

- Boots are preferable to disposable overshoes which can cause a slipping risk.
- Choose boots without laces as these are easier to clean.



A 'dust mask' doubled up for more protection is useless. You need a respirator



Disposable RPE worn correctly



Disposable RPE worn correctly



Disposable RPE worn incorrectly



For some tasks, non-disposable RPE is needed

Respiratory protective equipment

- Use suitable RPE with a UK-assigned protection factor (APF) of 20 or more.
- Suitable types of RPE:
 - disposable respirator to standards EN 149 (type FFP3) or EN 1827 (type FMP3);
 - half-mask respirator (to standard EN 140) with P3 filter;
 - semi-disposable respirator (to EN 405) with P3 filter.
- This equipment should be suitable for most short-duration non-licensed work. Workers should select a make and size that fits them.
- This equipment is not suitable for people with beards or stubble – hooded respirators are required for these situations.
- The equipment is also unsuitable for long periods of continuous use; you need power-assisted equipment for such situations.

Planning and preparation

- Plan for and practise emergency procedures such as failure or damage to RPE.
- Workers need to be fit tested to make sure that the RPE fits them properly.
- Arrange fit testing and training on use and inspection of RPE before the work starts. Ask the supplier for help or contact fit2fit.org for details of accredited fit test providers. See More help on sheet a0.
- Workers must be medically fit to wear RPE – seek medical advice if you are not sure.

Training

- Make sure that RPE users know:
 - how to check their equipment is working properly before they put it on;
 - how to check that it fits;
 - how to identify and replace worn or defective parts;
 - about the limitations of the RPE they are using.
- Instruct users to throw away disposable RPE/PPE as asbestos waste after one use.
- Tell workers to stop work and leave the area if they think their RPE is not working properly.

Using RPE

- All types of RPE restrict what the wearer can do. It is uncomfortable to wear for long periods, but it is important that you protect yourself.
- RPE has to be worn all the time and until the worker is away from the contaminated air.

- Put on and wear the respirator in accordance with your training and the manufacturer's instructions.
- Carry out a fit check in accordance with your training and the manufacturer's instructions.
- If the worker wears spectacles, they should ensure they do not create a gap between the mask and face.
- Put the overall hood over the straps.
- At the end of the shift, take off RPE last and, if it is disposable, put it in the asbestos waste.
- For non-disposable RPE, clean after use and store in a safe place away from contamination.
- With half-mask respirators, change filters regularly – your supplier may be able to advise you how often. Dispose of used filters as asbestos waste.

Maintenance of non-disposable equipment

- Keep RPE clean and in good working order – follow the manufacturer's instructions.
- Inspect and check RPE for damage every time. Carry out thorough checks monthly (or every three months if used infrequently). Inspect all parts including valves and seals. Replace the respirator as appropriate.

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em1

asbestos essentials

What to do if you discover or accidentally disturb asbestos during your work

Equipment and method sheet

Non-licensed tasks

This information will help employers and the self-employed to comply with the Control of Asbestos Regulations 2012.

It is also useful for trade union and employee safety representatives.

Only carry out work if you are properly trained and have the right equipment.

Remember:

- Asbestos fibres can cause fatal lung disease and lung cancer.
- Read the safety checklist and sheet a0.
- You must be trained to work safely with asbestos materials.
- Asbestos isn't always obvious. Would you spot an asbestos gasket on an old engine, asbestos cement pipes or an asbestos-containing fuse board? If you're not sure, the premises owner needs to get it checked out!
- There are three 'colours' of asbestos, but you can't tell just by the colour what you have found; it could be mixed with other materials which change its appearance.

What this sheet covers

This sheet tells you what you need to do if you discover or accidentally disturb and release asbestos during your work.

Unexpected discovery of asbestos

If during your work you discover materials which you believe to be asbestos stop work immediately. Put up a warning sign and ensure nobody enters the area. Report the problem to whoever is in charge and arrange to have a sample of the material analysed. If it does not contain asbestos then work can continue. If the material does contain asbestos then follow the flow chart to decide if the work needs a licensed contractor.

Alternatively, you could presume that the material contains the worst type of asbestos and apply the appropriate controls, using a licensed contractor if required.

If you are employed in-house, remember to tell your manager to update the asbestos management plan; otherwise report it to the customer.

Accidental release of asbestos

If you accidentally disturb and release asbestos during your work, it must be dealt with quickly and appropriately.

The clean-up of lower risk asbestos materials where the fibres are firmly bound in a matrix but are essentially in good condition (ie mostly intact), such as asbestos cement (AC), bitumen products, papers, textiles, small-scale release of asbestos insulating board (AIB) etc will generally not require a licensed contractor.

Caution

Check what you're working on before you start:

- Avoid using a sweeping brush as this can spread asbestos.
- Make sure no unauthorised personnel enter the area.
- The clean-up of any accidental release of higher risk materials, eg asbestos lagging, loose fill, asbestos coatings (not textured coatings) or large-scale releases of AIB, must be done by a licensed contractor.

Emergency procedures

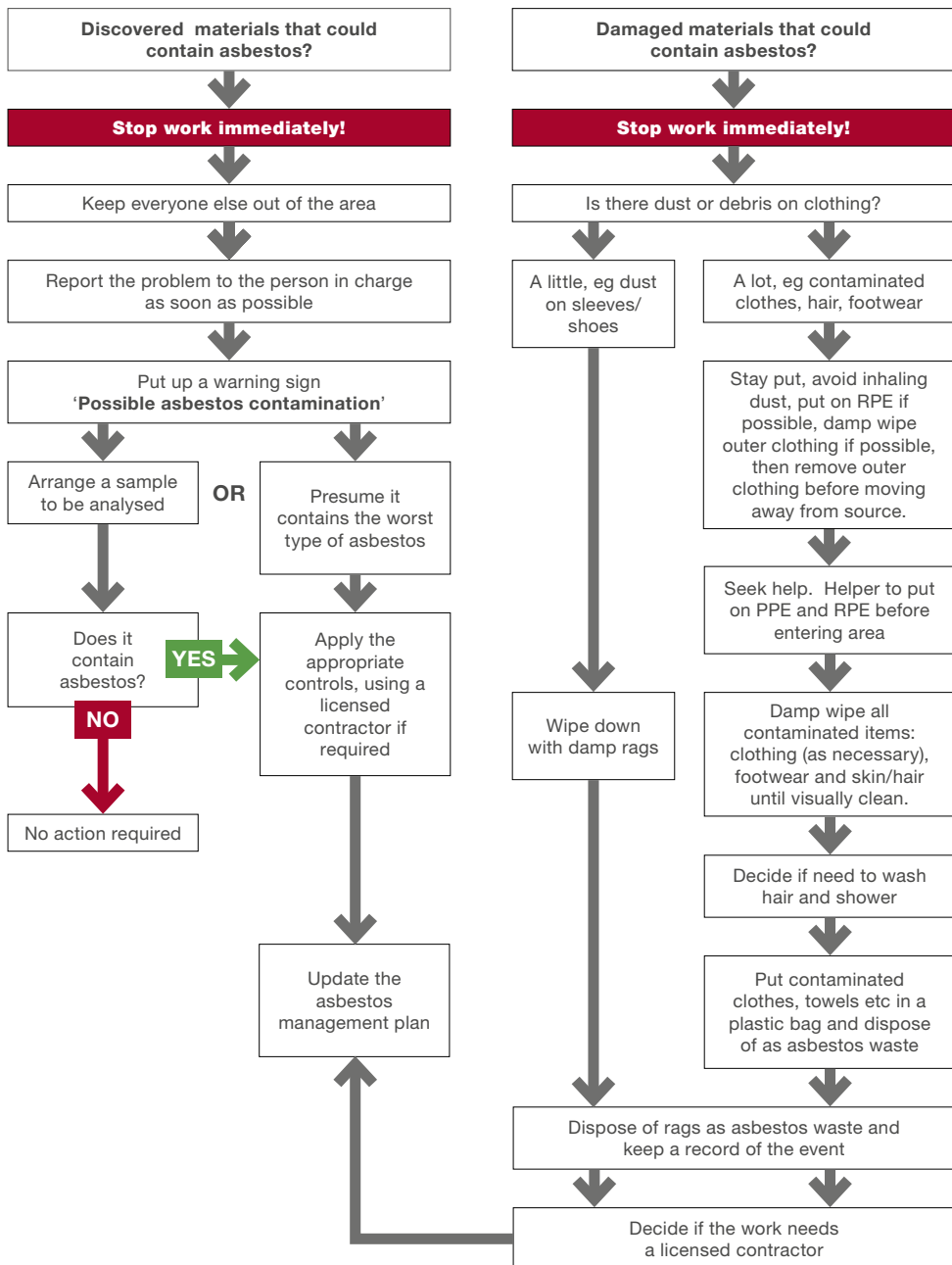
Your emergency procedures should include managing an uncontrolled release of asbestos materials into the workplace. Steps should be taken to:

- warn anybody who may be affected;
- exclude from the area anyone not needed to deal with the release;
- identify the cause of the uncontrolled release;
- regain adequate control as soon as possible;
- make sure anyone in the work area affected who is not wearing personal protective equipment (PPE), including respiratory protective equipment (RPE), leaves the affected area immediately. Minimise the spread of asbestos by ensuring they are suitably decontaminated;
- clean up dust and debris (see em7);
- decontaminate anyone who is contaminated with dust and debris;
- ensure rags, clothing or PPE is decontaminated or disposed of as contaminated waste;
- consider lone and/or remote workers to ensure they can alert someone if necessary.



Top row: An asbestos gasket, asbestos cement pipes and an asbestos-containing fuse board

Bottom row: The asbestos cement pipes are labelled, so are the tiles, but you might not know until you start to lift them. There could be sprayed limpet under the AC sheeting

Flow chart



AIB fire surround



Don't assume there will always be warning signs. There could be undiscovered asbestos in buildings you work on

More information

For information about health and safety visit <https://books.hse.gov.uk> or <http://www.hse.gov.uk>. You can view HSE guidance online and order priced publications from the website. HSE priced publications are also available from bookshops. To report inconsistencies or inaccuracies in this guidance email: commissioning@wilt.com. British Standards can be obtained in PDF or hard copy formats from BSI: <http://shop.bsigroup.com> or by contacting BSI Customer Services for hard copies only Tel: 0846 086 9001 email: cservices@bsigroup.com. The Stationery Office publications are available from The Stationery Office, PO Box 29, Norwich NR3 1GN Tel: 0333 202 5070 Fax: 0333 202 5080. E-mail: customer.services@tso.co.uk Website: www.tso.co.uk. They are also available from bookshops. Statutory Instruments can be viewed free of charge at www.legislation.gov.uk where you can also search for changes to legislation.

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