

# ASBESTOS MATERIALS REGISTER

Report ID: 28211r3 – supersedes  
28211r2

Prepared for: City of Kalamunda





December 2021

**Building 7078 – Pat Moran Pavilion (Kostera), 3  
Recreation Rd, Kalamunda WA 6076**

**Reinspection conducted by City of Kalamunda**



**Document Revision and Updates**

Author	Rev	Date	Signature	Revision Details	Authorised Recipient
Elise Chiappalone	r0	13/07/2021		Original Documentation	Aleck Nortje City of Kalamunda
Elise Chiappalone	R1	28/06/2022		Update following annual inspection conducted by City of Kalamunda. NATA Endorsement removed.	Aleck Nortje City of Kalamunda
Elise Chiappalone	R2	4/07/2022		Update with removal details ID 1.	Aleck Nortje City of Kalamunda
Elise Chiappalone	R3	3/10/2022		Update with removal details ID 2. Auskick ceiling sampled – no asbestos.	Aleck Nortje City of Kalamunda

Prior to use of this Register and Management Plan, QED Environmental Services should be contacted to confirm that this is the latest revision. Please phone 1300 400 733 and quote Report ID 28211r3 – supersedes 28211r2.

*The enclosed report has been authorised by the following QED Environmental Services Signatory*

*Elise Chiappalone*

Senior Consultant  
Asbestos Assessor Class A

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# ASBESTOS MATERIALS REGISTER

**BUILDING 7078 – PAT MORAN PAVILION (KOSTERA), 3  
RECREATION RD, KALAMUNDA WA 6076**

## EXECUTIVE SUMMARY

QED Environmental Services was commissioned by City of Kalamunda to audit the building located at Building 7078 – Pat Moran Pavilion (Kostera), 3 Recreation Rd, Kalamunda WA 6076 (referred to as the “site”). Specifically the scope of works includes the following:

1. Asbestos register

The methodology employed by QED Environmental Services is consistent with the Code of Practice for the Management and Control of Asbestos in workplaces [NOHSC: 2018 (2005)].

The processes and procedures implemented for these works have been independently assessed by the National Association of testing Authorities, Australia (NATA).

The following areas specific to this site were inaccessible on this occasion and, therefore, are excluded from this Asbestos Materials Register:

- Areas locked by tenants.

Elise Chiappalone from QED Environmental Services (Asbestos Assessor) conducted the site inspection on 19 March 2021.

City of Kalamunda’s Asset Inspector (completed CPCBC4023A – *Plan and undertake site inspection and assessment of asbestos products and materials through Australian Training Management*) conducted a reinspection on 16 December 2021. He has not been trained by QED Environmental Services and has not followed procedures in accordance with our quality management system. This report may therefore not be considered to be endorsed under QED’s NATA accreditation. QED accepts no responsibility for the findings of such reinspection which have been incorporated into this report on an as-received and unverified basis.

The before mentioned Register will be due for review in December 2022 unless changes to the condition of the material (i.e. damage, removal or encapsulation) occur prior to this date.

An Asbestos Management Plan has been prepared separately and is available from City of Kalamunda, Coordinator Building Maintenance, Aleck Nortje – (08) 9257 9682.

### Limitations

QED Environmental Services has endeavoured by best practice procedures to locate and identify the presence of Asbestos; however, the findings summarised in this report should not be deemed absolute.

This is a non-intrusive, presumptive survey report and is not to be used for any invasive activity that may result in the disturbance of unidentified asbestos. Such activities may include, but are not limited to whole or part building demolition, rectification of the HVAC system, lift upgrades, electrical upgrades, slab penetrations, roofing works.

This report has been prepared for the use of the City of Kalamunda, and is not to be relied upon by any third party without prior consultation with QED. QED may not be held responsible by City of Kalamunda or any other party for the findings of a reinspection incorporated in this report. This report is not to be used as a contractual document.

Detailed information regarding the report limitations are described in the Introduction section.

## Initial Findings

Asbestos was identified, suspected or presumed in the following items. Ensure that these remain clearly labelled and regularly inspect to ensure they are not deteriorating or otherwise contributing to an unacceptable health risk:

ID #	Product	Location
1	Ceiling Panelling (removed)	Ceiling panelling in Visitors #1, Auskick & Visitors #2
2	<del>Window Infill Panelling (removed)</del>	<del>Window panelling at the rear of the building.</del>
3	Fragments	Underground debris. Observed during construction works in December 2021.

None of the materials identified appeared to be adversely impacting on the micro-environment; however, if at any such stage there is a possibility of disturbance before the next inspection (e.g. refits/upgrades to services) a monitoring and removal programme is recommended.

## Recommendations

- ~~1. The rear window panelling requires labelling.~~
2. All materials identified as posing a minor risk may remain in situ until requiring replacement although, where practicable, asbestos containing materials should be removed, consistent with the Federal Government's stated ultimate goal of the prohibition of asbestos, which is for all workplaces to be free of asbestos.

## INTRODUCTION

### Scope

In keeping with the appropriate State and Commonwealth Legislation, the scope of this report is to assess the nature and condition of in-situ asbestos-containing materials within the building fabric and general services, and to assess the potential for building occupants to be exposed to airborne asbestos fibres.

The scope of work specified for the site survey excludes invasive investigative techniques and subsequently this report is not to be used in the event of building demolition.

### Class of Assessment

The United Kingdom has developed a minimum standard for the surveying and sampling of asbestos containing material in the commercial sector. The standard identifies two types of survey which may be used, depending on the purpose for which the results of the survey are to be used. The two types are:

*Management Survey.* The assessor locates, as far as reasonably practicable, the location, extent and condition of suspect asbestos containing material (ACM) that may be damaged or disturbed during normal occupancy or foreseeable maintenance activities. This type of survey may involve minor intrusive work and some disturbance. The materials are assessed in relation to their condition and their ability to release fibres into the air.

*Refurbishment and Demolition Survey.* The assessor locates, as far as reasonably practicable, all asbestos containing materials in the area to be refurbished or demolished. The survey is fully intrusive and will involve destructive inspection. This type of inspection may also be necessary prior to more intrusive maintenance or repair work will be carried out, or where plant is to be removed or dismantled.

The surveys are completed by appropriately trained and experienced surveyors, who assess the following aspects of any ACM identified:

- product type
- location
- extent
- accessibility
- likelihood of disturbance
- amount of damage/deterioration (in the case of the *Refurbishment and Demolition Survey*, this is only required if the asbestos removal may not take place for some time.)

Source: HSG264 *Asbestos: The survey guide* (Health and Safety Executive (2012)).

In this case a *Management Survey* has been used by QED in order to develop the appropriate Asbestos Register and Management Plan. Sampling of materials has been conducted wherever practical. The Asbestos Register and Management Plan also include findings of a reinspection by City of Kalamunda for which QED may not be held responsible.

Sampling during the original inspection was conducted by QED, and the samples deposited at the City of Kalamunda building maintenance office at the works depot. The City of Kalamunda was responsible for the handling of the samples from this time. QED is not liable for breakdown in the chain of custody or other procedural errors or omissions, and is also not liable for sampling and handling of samples during any reinspection.

## Methodology

The general methodology employed by QED is consistent with HSG264 *Asbestos: The survey guide* (Health and Safety Executive (2012) and is also in accordance with National Code of Practice for the Control of Workplace Hazardous Substances [NOHSC: 2007(1994)] and *Asbestos (April 2005) in Workplaces*.

Code of Practice for the Management and Control of Asbestos in Workplaces, NOHSC: 2018, (2005) National Occupational Health & Safety Commission, Canberra, April 2005.

This involves 3 phases; Identification, Evaluation and the Control Phase. This report details the Identification and Evaluation Phases, and provides recommendations of the Control Phase. The sampling and assessment of suspect materials was conducted by QED personnel from visible building and plant materials with minimal disturbance, and samples sent to an independent NATA certified laboratory for analysis.

Following a survey by QED, a reinspection was conducted by staff of City of Kalamunda who have not been trained by QED Environmental Services and have not followed procedures in accordance with our quality management system. This report may therefore not be considered to be endorsed under QED's NATA accreditation.

## Limitations

Non-destructive sampling is restricted by physical, safety and security constraints of access, and a number of operational limitations, protocols and codes of practice (WorkSafe) that restrict any building inspection.

Note that no inspection can guarantee to identify all materials subject to investigation present in a building, thus due to accessibility and scope constraints there is a possibility that additional Asbestos material may exist within the building which are not identified in the registers. In some instances, materials subject to investigation may be present in inaccessible areas such as:

- Wall cavities
- Locked or blocked off areas
- Beneath floors
- Slabs
- Integral parts of boilers, pumps, machinery, plant and pipework
- Reheat units within air conditioning ducts; and
- Fire doors.

Confirmation of lagged pipework in wall cavities and that which may be "chased" into walls is not possible with a visual inspection in a non-destructive survey. Any scheduled demolition or upgrading works should allow for specific inspections to be undertaken in order to determine if asbestos is present in such areas.

In addition, the following areas specific to this site were inaccessible on this occasion:

- Areas locked by tenants.

## ASBESTOS MATERIAL REGISTERS


### Asbestos Register

Building Address: Building 7078 – Pat Moran Pavilion (Kostera), 3 Recreation Rd, Kalamunda WA 6076


Assessor: Graeme Clarke

Date of Assessment: 16 December 2021

<b>ID 1:- Ceiling Panelling (Removed)</b>	
Material	Chrysotile and amosite asbestos detected.
Lab No.	Eurofins ARL Lab No. 21-10098-68.
QED Sample No.	ID: 32463.
Locations	Removed from Visitors #1 & Visitors #2 Auskick ceiling – no asbestos detected
Condition	N/A.
Signage	N/A.
Potential for Disturbance	N/A.
<b>Risk</b>	N/A.
Management Actions	N/A.
References (See Appendices)	N/A.
Service Record	Company: Rapid Asbestos Removal Date: 16/03/2022 Works: Removal of visitor 1 and visitor 2 Changeroom Panels Clearance certificate: Peter Shades – 16/03/2022





Photos from March 2021 inspection.



16 March 2022 - changeroom








<b>ID 2:- Window Infill Panelling (Removed)</b>		 <p>Photos from March 2021 inspection.</p>  <p>27 July 2022 – photo supplied by City of Kalamunda</p>
Material	Chrysotile asbestos detected.	
Lab No.	Eurofins ARL Lab No. 21-10098-73.	
QED Sample No.	ID: 32468.	
Locations	Window panelling at the rear of the building.	
Condition	N/A.	
Signage	N/A.	
Potential for Disturbance	N/A.	
<b>Risk</b>	N/A.	
Management Actions	N/A.	
References (See Appendices)	N/A.	
Service Record	<p>Company: Unknown  Date: Between March 2021 and 27 July 2022  Works: external window infill panelling has been removed during the recent renovations at Pat Moran Pavilion  Clearance certificate: None.</p>	

<b>ID 3:- Fragments (Suspected Asbestos Containing Material)</b>		
Material	Suspected asbestos containing material	
Lab No.	Awaiting results. Sample provided to City Health Department.	
QED Sample No.	N/A.	
Locations	Underground debris. Observed during construction works in December 2021.	
Condition	Fair.	
Signage	None.	
Potential for Disturbance	Low.	
<b>Risk</b>	<p><b>The ACM are not friable and are in stable condition. In accordance with [NOHSC: 2018 (2005)], ensure that are regularly inspected to ensure they are not deteriorating or otherwise contributing to an unacceptable health risk.</b></p>	<p>Photos supplied by City of Kalamunda</p>
Management Actions	<p>Caution is required when conducting construction and subsoil work. If fragments are observed, they should be treated as asbestos containing unless laboratory analysis confirms otherwise and removed as per the code of practice.</p> <p>Manage as per <b>Asbestos Management Plan</b>.</p> <p>Administrative – Follow safe work procedures during removal and maintenance.</p> <p>Personal protective equipment – P2 facemask and coveralls required when working on material.</p>	
References (See Appendices)	<p>NOHSC 2018 (2005) Appendix C: Selection and use of Personal Protective Equipment (PPE).</p> <p>NOHSC 2002 (2005) Part 12 Section 12.1 Removal of Asbestos Cement Products.</p>	
Service Record	<p>Review in 12 Months – December 2022.</p> <p>Company:</p> <p>Date:</p> <p>Works:</p> <p>Clearance certificate:</p>	




Sampled Materials Not Containing Asbestos

Item Description	Lab No.	Location			Comments
Kiosk wall and ceiling panelling.	Eurofins ARL Lab No. 21-10098-67.  QED ID: 32462.	Kiosk.			No asbestos detected.
Skylight Panelling.	Eurofins ARL Lab No. 21-10098-69.  QED ID: 32464.	Skylight in each of the changerooms.			No asbestos detected.
Ceiling Panelling.	Eurofins ARL Lab No. 21-10098-70.  QED ID: 32465.	Kalamunda #1 and Kalamunda #2			No asbestos detected.
Upper wall cladding.	Eurofins ARL Lab No. 21-10098-71.  QED ID: 32466.	In-Season Store.			No asbestos detected.


Item Description	Lab No.	Location			Comments
Eaves and Fascia Cladding.	Eurofins ARL Lab No. 21-10098-72.  QED ID: 32467.	Eaves and fascia surrounding the building.			No asbestos detected.
Veranda infill panel.	Eurofins ARL Lab No. 21-10098-74.  QED ID: 32469.	Verandah cladding at left side.			No asbestos detected.
Auskick Ceiling panelling	Greencap Report No. 50983  QED ID: 50983	Auskick Ceiling			No asbestos detected.



COPIES OF LABORATORY CERTIFICATES OF ANALYSES

	<p style="font-size: 24pt; font-weight: bold; text-align: center;">ARL</p>	<p><b>Job Number:</b> 21-10098 <b>Revision:</b> 00 <b>Date:</b> 2 July 2021</p>										
<b>LABORATORY REPORT</b>												
<b>ADDRESS:</b>	City of Kalamunda PO Box 42 Kalamunda WA 6928											
<b>ATTENTION:</b>	Jonathan Smith											
<b>DATE RECEIVED:</b>	1/08/2021											
<b>YOUR REFERENCE:</b>	LHACC Kalamunda sampling											
<b>PURCHASE ORDER:</b>												
<b>APPROVALS:</b>	 Ivan Hodgson Approved Identifier  Ivan Hodgson Approved Signatory											
<b>SAMPLING COMMENTS:</b>	Samples are analysed on an "as received" basis											
<b>METHOD REFERENCES:</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;">Method ID</th> <th>Method Description</th> </tr> </thead> <tbody> <tr> <td>ASBID</td> <td>Qualitative identification of fibre type in bulk samples by Stereo Microscope Examination and Polarised Light Microscopy, including Dispersion Staining, using ARL in-house method ASBID and in accordance with AS4964-2004.</td> </tr> </tbody> </table>		Method ID	Method Description	ASBID	Qualitative identification of fibre type in bulk samples by Stereo Microscope Examination and Polarised Light Microscopy, including Dispersion Staining, using ARL in-house method ASBID and in accordance with AS4964-2004.						
Method ID	Method Description											
ASBID	Qualitative identification of fibre type in bulk samples by Stereo Microscope Examination and Polarised Light Microscopy, including Dispersion Staining, using ARL in-house method ASBID and in accordance with AS4964-2004.											
<b>REPORT COMMENTS:</b>	<p>This report is issued by Eurofins ARL Pty Ltd, NATA accreditation number 2377. The report shall not be reproduced except in full without written approval from the laboratory.</p> <p>* The fibres detected may or may not be asbestos fibres. To confirm the identities, another independent analytical technique may be required.</p>											
<b>RESULTS:</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 10%;">Sample No</th> <th style="width: 25%;">Sample Details</th> <th style="width: 15%;">Sample Type</th> <th style="width: 15%;">Sample Weight (Approx. g)</th> <th style="width: 35%;">Asbestos in Bulk Sample</th> </tr> </thead> <tbody> <tr> <td colspan="5" style="height: 150px; background-color: #cccccc;">[Redacted Results Table]</td> </tr> </tbody> </table>		Sample No	Sample Details	Sample Type	Sample Weight (Approx. g)	Asbestos in Bulk Sample	[Redacted Results Table]				
Sample No	Sample Details	Sample Type	Sample Weight (Approx. g)	Asbestos in Bulk Sample								
[Redacted Results Table]												
<p style="font-size: 10pt;">Eurofins   ARL 46-48 Banksia Road, Welshpool, Western Australia 6106 Telephone: 08 6253 4444</p>												
<p>Page 1 of 9</p>												

NB. Results not related to this report have been redacted from the above laboratory certificate of analysis.



| ARL

Job Number: 21-10098  
Revision: 00  
Date: 2 July 2021

**LABORATORY REPORT**

Sample No	Sample Details	Sample Type	Sample Weight (Approx. g)	Asbestos In Bulk Sample

Eurofins | ARL  
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Job Number: 21-10098  
Revision: 00  
Date: 2 July 2021

**LABORATORY REPORT**

Sample No	Sample Details	Sample Type	Sample Weight (Approx. g)	Asbestos in Bulk Sample
21-10098-67	Pat Moran - 1	Beige Fibrous Debris	1.5	No Asbestos Detected Organic Fibres Detected
21-10098-68	Pat Moran - 2	Grey Fibre Cement	1.2	Chrysotile Asbestos Detected Amosite Asbestos Detected Organic Fibres Detected

Eurofins | ARL  
45-48 Banksia Road, Welshpool, Western Australia 6106 Telephone: 08 6253 4444

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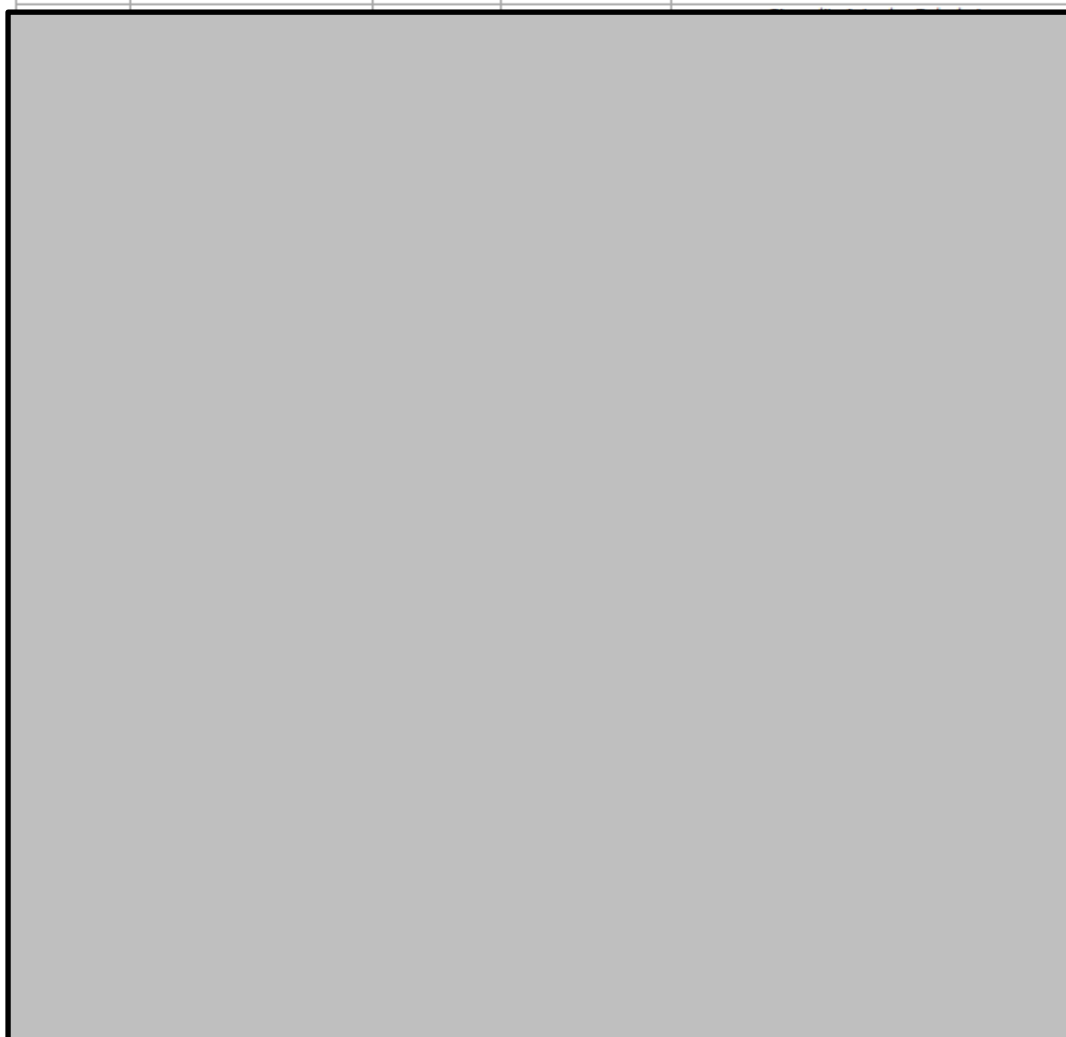
NB. Results not related to this report have been redacted from the above laboratory certificate of analysis.



Job Number: 21-10098  
Revision: 00  
Date: 2 July 2021

**LABORATORY REPORT**

Sample No	Sample Details	Sample Type	Sample Weight (Approx. g)	Asbestos in Bulk Sample
21-10098-69	Pat Moran - 3	Pink Fibrous Debris	1.5	No Asbestos Detected Organic Fibres Detected
21-10098-70	Pat Moran - 4	Pink Fibrous Debris	1.2	No Asbestos Detected Organic Fibres Detected
21-10098-71	Pat Moran - 5	Pink Fibrous Debris	1.5	No Asbestos Detected Organic Fibres Detected
21-10098-72	Pat Moran - 6	Grey, Layered Fibre Cement	1.2	No Asbestos Detected Organic Fibres Detected
21-10098-73	Pat Moran - 7	Tape / Dust Test	-	Chrysotile Asbestos Detected
21-10098-74	Pat Moran - 8	Grey, Layered Fibre Cement	1.9	No Asbestos Detected Organic Fibres Detected



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Sample No	Sample Details	Sample Type	Sample Weight (Approx. g)	Asbestos in Bulk Sample

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45-48 Banksia Road, Welshpool, Western Australia 6106 Telephone: 08 6253 4444

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## CLEARANCE CERTIFICATE

# Clearance Certificate

Where asbestos removal work requires a Class A licence, an independent licensed asbestos assessor must carry out a clearance inspection and complete a clearance certificate once they are satisfied that the area is safe to reoccupy.

## Section A—Clearance inspection details

### Details

#### Client details

Name of client: City of Kalamunda

Client contact details: Brayden Thornton

#### Removal work details

Date removal work carried out: 16/03/2022

Site address where removal work is being carried out: Pat Moran Pavilion Change rooms, Recreation Road, Kalamunda, WA

Details of the specific asbestos removal work area(s): Visitor 1 and 2 change room ceiling panels

Name of licensed asbestos removalist: Rapid Asbestos Removal

Name and contact details of licensed asbestos removalist supervisor (if different to removalist): Steve; 0447 467 448

#### Inspection details

Date of clearance inspection: 16/03/2022

Time of clearance inspection: 14:45

## Section B—Asbestos removal work paperwork

	<b>Yes</b>	<b>No</b>
Do you have a copy of the asbestos removal control plan?	<input type="checkbox"/>	X
Do you have a copy of the notification form?	<input type="checkbox"/>	X
Is the removal work (e.g. use of enclosures, decontamination facilities, waste facilities) consistent with the control plan and the notification form?	<input type="checkbox"/>	N/A

## Section C—Asbestos removal work area

### 1. Visual inspection

	<b>Yes</b>	<b>No</b>
Inspection of the specific area detailed in Section A found no visible asbestos remaining as a result of the asbestos removal work carried out.	X	<input type="checkbox"/>
Is air monitoring required? (if no, proceed to Section E)	X	<input type="checkbox"/>
Can the area be reoccupied?	X	<input type="checkbox"/>
Has additional information been attached? (e.g. photos, drawings, plans)	<input type="checkbox"/>	X

### 2. Air monitoring

	<b>Yes</b>	<b>No</b>
Air monitoring was carried out as part of the clearance inspection. The result was below 0.01 fibres/mL.	X	<input type="checkbox"/>
Has the air-monitoring sample been analysed by a NATA-accredited laboratory or a laboratory approved by the WHS regulator?	X	<input type="checkbox"/>
Is the air-monitoring report attached?	X	<input type="checkbox"/>
Can the area be reoccupied?	X	<input type="checkbox"/>

## Section B—Asbestos removal work paperwork

	<b>Yes</b>	<b>No</b>
Do you have a copy of the asbestos removal control plan?	<input type="checkbox"/>	X
Do you have a copy of the notification form?	<input type="checkbox"/>	X
Is the removal work (e.g. use of enclosures, decontamination facilities, waste facilities) consistent with the control plan and the notification form?	<input type="checkbox"/>	N/A

## Section C—Asbestos removal work area

### 1. Visual inspection

	<b>Yes</b>	<b>No</b>
Inspection of the specific area detailed in Section A found no visible asbestos remaining as a result of the asbestos removal work carried out.	X	<input type="checkbox"/>
Is air monitoring required? (if no, proceed to Section E)	X	<input type="checkbox"/>
Can the area be reoccupied?	X	<input type="checkbox"/>
Has additional information been attached? (e.g. photos, drawings, plans)	<input type="checkbox"/>	X

### 2. Air monitoring

	<b>Yes</b>	<b>No</b>
Air monitoring was carried out as part of the clearance inspection. The result was below 0.01 fibres/mL.	X	<input type="checkbox"/>
Has the air-monitoring sample been analysed by a NATA-accredited laboratory or a laboratory approved by the WHS regulator?	X	<input type="checkbox"/>
Is the air-monitoring report attached?	X	<input type="checkbox"/>
Can the area be reoccupied?	X	<input type="checkbox"/>



## Section E—Clearance declaration

I declare that:

- the former asbestos removal work area and the immediate/impacted area is free from any visible asbestos
- the transit route and waste routes are free from any asbestos, and
- all asbestos in the scope of the removal work has been removed and any known asbestos is intact.

  
.....  
Signature of competent person

16/03/2022  
Date

Peter Shades  
.....  
Name of competent person

## GLOSSARY OF TERMS

**Accredited Laboratory:** Means a testing laboratory accredited by the National Association of Testing Authorities (NATA) Australia

**Asbestos:** Includes chrysotile, amosite, crocidolite, tremolite, anthophyllite, actinolite, and any of these minerals that has been chemically treated and/or altered.

**ACM:** Asbestos-containing material.

**Asbestos Management Planner:** Means a person employed to interpret survey results make hazard assessment, evaluation and selection of control options or develop an operation and maintenance plan.

**Authorised Person:** Means any person authorized by the employer and required by work duties to be present in regulated areas.

**Code of Practice:** A code of practice is defined in the Occupational Health and Safety Act as a document prepared for the purpose of providing:

- practical advice on preventive strategies; and
- practical means of achieving any code, standard, rule, provision or specification relating to occupational safety or health in Western Australia.

**Competent Person:** Means a person who is capable of identifying existing asbestos hazards in the workplace and selecting the appropriate control strategy for asbestos exposure

**Demolition:** Means the wrecking or taking out of any load-supporting structural member and any related razing, removing, or stripping of products.

**Disturbance:** Means activities that disrupt the matrix of ACM or PACM, crumble or pulverize ACM or PACM, or generate visible debris from ACM or PACM. This term includes activities that disrupt the matrix of ACM or PACM, render ACM or PACM friable, or generate visible debris.

**Encapsulate:** Means the application of any material onto any asbestos containing material to bridge or penetrate the material to prevent fibre release.

**Enclosure:** Means the permanent confinement of friable asbestos containing materials with an airtight barrier in an area not used or designed as an air plenum.

**Fibre:** Means a particulate form of asbestos, 5 micrometres or longer, with a length-to-diameter ratio of at least 3 to 1

**Friable:** Means material which is capable of being crumbled, pulverized or reduced to powder by hand pressure and which under normal use or maintenance, emits or can be expected to emit, asbestos fibres into the air

**Hazard:** A source of potential harm or a situation with a potential to cause loss

**Hazard Identification:** The process of recognizing that a hazard exists and defining its characteristics.

**High efficiency particulate air (HEPA) filter:** Means a filter capable of trapping and retaining at least 99.97 percent of all particles at least 0.3 micrometres or more in diameter.

**Incident:** Any unplanned event resulting in, or having a potential for injury, ill-health, damage or other loss.

**Likelihood:** Used as a qualitative description of probability or frequency.

**NAD – No Asbestos Detected:** A common abbreviation reported when laboratory analysis for asbestos fibres has detected no asbestos fibres.

**Presumed:** Taken for granted. Used when it is taken for granted that the item contains the nominated hazardous material. This presumption is based on the belief that the item is the same as another that has been tested and confirmed to contain the nominated hazardous material (e.g. one sheet lining the eaves has been sampled and confirmed to contain asbestos, the one next to it is presumed to contain asbestos) or, by visual observation, the item is determined to contain the hazardous material. Conversely, an item can be presumed *not* to contain a hazardous material. This may presumption is typically based on the belief that, due to the age and type of the material or building i.e. >2004, it should not contain asbestos.

**Regulations:** Regulations have the effect of spelling out specific requirements of the legislation. Regulations may prescribe minimum standards and have a general application, or define specific requirements related to a particular hazard or particular type of work. They may also allow licensing or granting of approvals and certificates etc.

**Removal:** Means all operations where ACM and/or PACM are taken out or stripped from structures or substrates, and includes demolition operations.

**Renovation:** Means the modifying of any existing structure, or portion thereof

**Risk:** The chance of something happening that will have an impact. It is measured in terms of consequences and likelihood

**Risk Analysis:** A systematic use of available information to determine how often specified events may occur and the magnitude of their consequences

**Risk Assessment:** The overall process of risk analysis and risk evaluation

**Risk Evaluation:** The process used to determine risk management priorities by comparing the level of risk against predetermined standards, target risk levels or other criteria

**Suspected:** Thought to be likely. Used when the item is likely to contain the nominated hazardous material because it appears to be similar to items that historically have been found to contain that material (e.g. the eaves appear to be similar to other buildings of a similar age, which have been confirmed to contain asbestos). All suspected hazardous materials must be treated as though they are hazardous unless sampling and analysis demonstrates otherwise.

## ASBESTOS MATERIAL REGISTER COMPOSITION & RISK ASSESSMENT

### The Workplace Registers

Since 1996, owners & employers have been required to record and maintain a "register" of Asbestos Materials in the workplace.

Regulation 3.1, 5.15 & 5.43 of OHS Regs 1996 requires the employer, main contractor, any self-employed person or the person having control of the workplace to identify each hazard, assess the risk of injury or harm to a person resulting from each hazard and consider the means by which the risk may be reduced.

### Content

In keeping with the code at a minimum the register should contain five critical parameters, nominally:

Location

Identification

Condition

Risk Assessment

Control Measures

Additionally there are three phases to an Asbestos materials workplace register: -

Identification Phase

Evaluation Phase

Control Phase

### Identification Phase

The identification phase is based on observations, findings, and substance samples, from a systematic inspection of the building structure, tenancy areas, plant rooms, services risers, lift motor rooms, ceiling spaces, car parking and basement areas, and general areas accessible through the supplied keying system.

Simplistically, the methodology involves a multi-step process:

1. Retrieve and review building documentation (if available)
2. Develop an investigation procedure
3. Commence the building inspection, record findings and obtain samples
4. Laboratory test and/or analyse samples

Identification and subsequent classification of substances, is by visual examination and laboratory assessments from samples of substances that are, or may be, installed, used, produced or stored in the workplace.

Generally, samples are taken from “suspect” accessible fixtures, fittings and process products, specifically in the absence of local identification, MSD Sheets, labels and/or, on site registers.

Such samples are sent, under code, to independent laboratories for identification and, subsequently, are assessed, classified and recorded in the workplace register.

## Evaluation Phase

The evaluation phase is based on observations from site and the analysis of samples reported from the independent NATA accredited laboratory.

In reviewing Asbestos substances and asbestos, it is important to understand the terms **hazard** and **risk**, which in everyday use are commonly used as synonyms, but not so in industrial hygiene, where the difference is significant.

A hazard is something or condition, which has the capability of producing adverse health or safety consequences to humans. The mere presence of the capability to harm is sufficient to classify a substance, action, or condition as a hazard or to describe such as Asbestos.

Risk is a statement, either quantitative, via statistical expression, or qualitative, via subjective expression, of the probability or likelihood that harm will actually occur.

For example, asbestos insulation in a building presents a hazard, but the risk is nil if no asbestos is released into the air.

Asbestos within Buildings is evaluated using the following;

- Existing condition
- Potential for disturbance
- Subsequent risk of exposure and risk to health

Existing Condition is assessed and rated 1 to 5 from Good to Poor.

5	<b>Poor:</b> Surface of material has extensive amounts of damage or deterioration and appears friable. Surface covering of material is heavily torn or in poor condition (paint heavily flaking, insulation is extensively torn). Surface shows amounts of visible fibres, dust and debris.
4	Fair to Poor
3	<b>Fair:</b> Surface of material shows moderate amounts of damage. Surface covering of material is torn or in moderately poor condition (small flakes of paint, thermal insulation is torn). Moderate amount of visible dust and debris.
2	Good to Fair
1	<b>Good:</b> Surface of material shows no visible amounts of damage or deterioration. Surface of material is covered and generally intact (painted, galvanised, coated with bitumen, thermal insulation is intact). Small amount of visible dust and debris.

Potential for disturbance is then assessed based on influencing factors, such as:

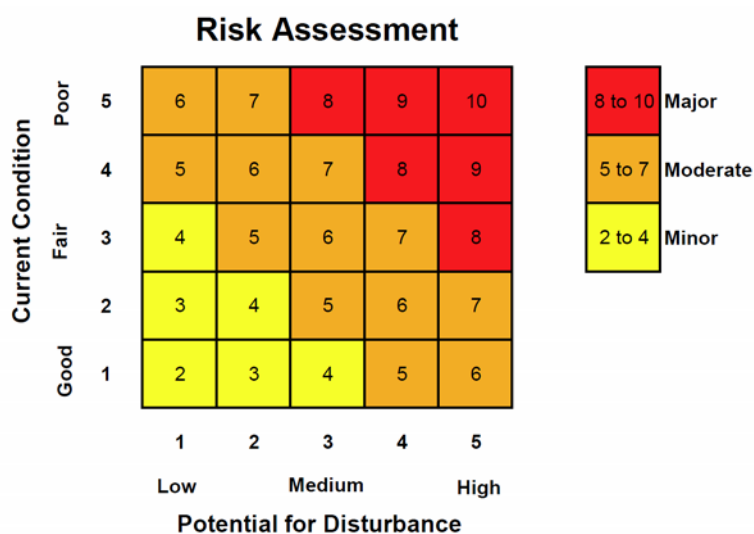
Score 0 or 1 No = 0 Yes = 1	Typical Influencing Factors
	Accessible during normal operations? i.e. common areas, accessible without ladders or steps, area unsecured
	Maintenance activities on/or in area? i.e. regularly accessed and serviced, servicing requires use of electric tools
	Subjected to Mechanical Influences? i.e. vibration of machinery, involved with moving parts, within the HVAC air supply stream, subjected to mechanical exhaust
	Subjected to Environmental Influences? i.e. weathering, rainfall, surface runoff, wind, river and coastal influences
	No Current Management Plan (<1 year), Not labelled (Score 1 for not adequately managed, Score 0 for adequately managed)

Score ≤1      Low potential for disturbance

Score 3      Medium potential for disturbance

Score 5      High potential for disturbance

The inherent risk is then calculated using the risk assessment matrix.



The Code of Practice for the Management of Asbestos in Workplaces defines a required action that must be undertaken, dependent on the level of risk. They are:

**For inherent risks rated at 2 to 4:** The ACM are not friable and are in stable condition. In accordance with [NOHSC: 2018 (2005)], ensure that they remain clearly labelled and regularly inspect to ensure they are not deteriorating or otherwise contributing to an unacceptable health risk.

**For inherent risks rated at 5 to 7:** IMMEDIATE ACTION REQUIRED. The ACM are friable but are in a stable condition and are accessible. In accordance with [NOHSC: 2018 (2005)], serious consideration should be given to their removal. If removal is not immediately practicable, short-term control measures, such as sealing and enclosure, may be able to be used until removal is possible. [NOHSC: 2018 (2005)].

**For inherent risks rated at 8 to 10:** IMMEDIATE ACTION REQUIRED. The ACM are friable and not in a stable condition, and there is a risk to health from exposure. In accordance with [NOHSC: 2018 (2005)], they should be removed by an appropriately licensed asbestos removalist as soon as is practicable.

When materials of unknown composition, or materials suspected of containing asbestos, are encountered, and are not listed in the Workplace Register, such materials should be treated as if they are asbestos until sample analysis confirms otherwise.

In the event that additional Asbestos materials are identified, a risk assessment should be conducted by an appropriately qualified and competent person, and the workplace register updated accordingly.

## Control Phase

The “Hierarchy of Control Measures” is a list, in priority order, of control measures that may be employed to eliminate and/or reduce exposure to asbestos.

Notwithstanding elimination as the optimum solution, practical and cost effective control measures may be “and/or” classified as follows: -

<b>Classification</b>	<b>Description</b>
A – Elimination	A permanent solution should be attempted in the first instance.
B – Substitution	Involves replacing the material with a product that presents a lower and/or no risk.
C – Isolation	Isolation involves separation of the material from people by distance or use of barriers /encapsulation to prevent exposure.
D – Engineering Controls	Involves some structural change to the work environment or work process to place a barrier to, or interrupt the transmission path between, the worker or environment and the Asbestos material aspect. i.e. isolation and/or enclosure and/or sealing of the Asbestos material.
E – Administrative (procedural) Controls	Reduce or eliminate exposure of individuals to the Asbestos materials, by adherence to procedures or instructions. The documentation should emphasize all the steps to be taken and the controls to be used in carrying out the task both safely and with minimum impact to the environment.
F – Personal Protective Equipment (PPE)	Relates only to hazards and their impact on personal safety risks. It is worn as a barrier between personnel and the Asbestos material. The success of this control procedure is dependent on the protective equipment selected, as well as fitted correctly and worn at all times when required.