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Asbestos Register & Management Plan

City of Palmerston – Civic Centre

1 Chung Wah Tce, Palmerston NT 0830

Inspection By:	Paul Felvus
Report By:	Paul Felvus
Inspection Date:	03/05/2024
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REPORT DISTRIBUTION

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Client:	City of Palmerston
Building:	Civic Centre
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1.0 INTRODUCTION

1.1 BACKGROUND

Atmos Health and Hygiene (Atmos) was engaged by the City of Palmerston (the Client) to produce an asbestos register and management plan for the Civic Centre located at 1 Chung Wah Tce. Palmerston NT 0830 (the site). The inspection was conducted on 03/05/2024 by Paul Felvus, during which all accessible building walls, floor and ceiling materials and ceiling voids were inspected as far as reasonably practicable.

The property is tenanted by the City of Palmerston Council and the Top End Mental Health Services (TEMH) and consists of an office block constructed from concrete block, with concrete slab floors, and aluminium and steel framework.

An asbestos inspection and register was initially completed by Greencap in September 2014, during which samples were collected from the cubicle partitions in the ablutions, from the soffit linings of the entrance walkways, and infill panels above and below the exterior windows. No access to the roof level was available at the time of inspection and a sample was not able to be collected from the fascia panels that cover three (3) sides of the upper level and eaves of the building. A large safe was also present in the Council offices on Level 1 and was presumed to contain asbestos as internal fireproofing.

During the investigation by Atmos in May 2024, access to the roof was available, and a sample of the infill panels was collected. It was also noted that the safe had been removed, and urinals that are a possible source of asbestos in the backing had not been included in the previous register

One (1) representative sample was collected from the fascia panel around the upper level of the building and submitted to an independent NATA accredited laboratory for analysis to determine the presence or absence of

asbestos. Asbestos was not detected in the sample. Details of the areas inspected, sample locations and items presumed to contain asbestos can be found in the asbestos register in *Section 13.0* and the laboratory analysis report in *Section 14.0*.

1.2 ASBESTOS MANAGEMENT PLAN

This document outlines the framework to be adopted by the property manager for the management and control of asbestos and complies with the Northern Territory and National Unified legislation, codes of practice, national standards, and guidelines. The Asbestos Management Plan in *Section 10.0* illustrates the asbestos management plan as a flow chart and is designed to be placed on a workplace safety notice board to provide detailed information in an abbreviated and concise format.

1.3 AIM

An asset specific Asbestos Management Plan (AMP) detailing initiatives to effectively manage the risks associated with asbestos has been developed with the purpose of:

- Aiding in the provision of a healthy and safe environment for all personnel, contractors, and the public.
- Providing guidance on the management, identification, and possible remediation/removal of asbestos from the assets; and
- Addressing the legal obligations under the Northern Territory *Work Health and Safety Act (2011)* and *Work Health and Safety Regulations (2012)* relating to the presence of asbestos in the building assets.
- Addressing legal obligations regarding the potential and/or actual contamination of soils with asbestos within the boundaries of the property.

This AMP is not intended to replace the approved codes of practice relating to asbestos issued by Safe Work Australia; rather, it provides management, workers and other stakeholders of the building and property assets with a framework for the identification, evaluation, and control of asbestos present in the assets.

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This plan relates solely to the management of asbestos, is a live document and should be reviewed annually as and when changes to work practices occur. Due to the technical nature of the subject matter and use of acronyms, a glossary of key terms is included in the Glossary of Key Terms in *Section 8.0* for reference purposes.

1.4 REGULATORY REQUIREMENTS

The primary legislative and administrative requirements for the property manager's asbestos obligations are defined in, but not limited to the following documents:

- Northern Territory Work Health and Safety Acts (2011) and Regulations (2012)
- Northern Territory Waste Management and Pollution Control Act (2009)
- WorkSafe NT Code of Practice - *How to Safely Remove Asbestos* (2011)
- WorkSafe NT Code of Practice - How to manage and Control Asbestos in the Workplace (2011)
- AS1319-1994 Safety Signs for the Occupational Environment
- AS 60335.2.69: 2003 Household and similar electrical appliances – Safety – Particular requirements for wet and dry vacuum cleaners
- AS 4260 High Efficiency Particulate Air (HEPA) Filters – Classification, Construction and Performance
- AS/NZS 1715: 1994 Selection Use and Maintenance of Respiratory Protective Devices
- AS/NZS 1716: 2003 Respiratory Protective Devices
- Safe Work Australia Workplace Exposure Standards - Airborne Contaminants (2020)

2.0 SITE INSPECTION NOTES

2.1 BUILDING ASSETS

Each building or area of the property is inspected in the order of external areas, ceilings, walls, fittings, fixtures, and floors. Each surface is inspected and entered into the asbestos register located in *Section 13.0* in sequential order.

Many situations that are presumed to contain asbestos are given an "Unknown" status for friability and condition. If the material cannot be accessed for inspection, a risk assessment will be made as far as reasonably practicably based on the information available.

2.1.1 MEASUREMENTS

All measurements of buildings, fittings, fixtures, and equipment are estimations based on experience and exclude windows and doors in walls. For the purposes of quoting on any future removal and reinstatement works, it is the duty of the quoting party to make their own estimates for measurements.

2.1.2 LIMITATIONS

During the site inspection, particular caution was used to ensure that all spaces were examined to determine the presence and extent of possible asbestos containing materials (ACM's). Atmos has placed limitations on the ability to identify all asbestos containing materials within the scope of works agreed with the client. Should suspected asbestos containing materials be discovered during renovations, please refer to the flowchart *Section 12.0* to manage the situation in accordance with best practice procedures.

2.1.3 PRESUMPTION CRITERIA

A presumption criterion is applied where materials suspected to contain asbestos are not accessible due to:

- Height
- Inability to collect sample without using destructive methods
- No key access
- The possible contamination of areas in collecting a sample (e.g., fire doors)
- Risk of causing damage to the building and possible contamination (e.g., falling through ceiling), or
- If a material is similar to that in an adjoining area or throughout the structure (e.g., same ceiling throughout an area)

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When planning for renovations or demolition, further action is required to obtain access and collect a sample for analysis at a NATA accredited laboratory in accordance with Australian Standard (AS4964-2004) *Method for the qualitative identification of asbestos in bulk samples* as required by the Northern Territory Work Health and Safety Regulations (2012).

3.0 ASBESTOS AWARENESS

3.1 HISTORICAL CONTEXT

The term asbestos refers to a group of fibrous serpentinite and amphibole minerals including chrysotile (white asbestos), amosite (brown asbestos) and crocidolite (blue asbestos). Asbestos exists in other forms such as anthophyllite, actinolite and tremolite which are less commonly used industrially but can still be found in a variety of construction materials and insulation materials and have been reported in the past to occur in a few consumer products.

Whilst Australia ceased mining asbestos in 1983, Australia continued to import and manufacture asbestos products. By the early 1980s the use of asbestos containing materials in building products was beginning to be phased out and its use in buildings was ceased in the mid-1980s. In remote areas of Australia, the use of existing stocks of ACM for construction is likely to have continued until the late 1980s.

In 1993, the former National Occupational Health and Safety Commission (NOHSC, now Safe Work Australia) released the National Hazardous Substances Regulatory Framework, a suite of regulatory controls for hazardous substances in the workplace. On 31 December 2003, a national prohibition on all uses of chrysotile asbestos took effect. The national prohibition does not extend to asbestos products that were in situ when the prohibition took effect. While the use of asbestos is prohibited in Australia, it is currently in use in many countries around the world and is not always detected entering Australia. Vigilance is always required when using imported products.

In situ asbestos products must be managed to ensure that the risks of exposure to airborne asbestos fibres are minimised.

3.2 APPLICATIONS

The use of asbestos has been widespread in Australia due to its physical characteristics, versatility and low cost and is most commonly found in wall and ceiling cladding (fibro), roof sheeting, electrical switchboards, vinyl floor tiles and as an additive in a variety of adhesives, sealants, and paints. As a result of extensive use from the 1930's to the 1980's, there are also large stockpiles of waste material from dump sites and the demolition or renovation of buildings over that period.

Asbestos products can have a wide range of asbestos concentrations and are classified as either friable or non-friable (bonded) as follows:

- Friable – asbestos containing material which, when dry, is or may become crumbled, pulverised, or reduced to powder by hand pressure. Fibres loose and readily released e.g., pipe lagging; or,
- Non-friable – asbestos fibres are bound firmly into the product matrix and are not readily released unless acted upon with abrasive techniques. E.g., cement products and vinyl tiles.

Common asbestos applications include:

- Water and sewer pipes
- Air conditioning duct sealant mastics
- Roof sheeting and capping
- Guttering
- Gables, eaves/soffits, water pipes and flues
- Wall sheeting (flat or a weatherboard style)
- Vinyl sheet floor backing paper
- Vinyl floor tiles and black tile adhesive
- Carpet and tile underlays
- Imitation brick cladding
- Fencing
- Carports and shed wall and ceiling linings
- Flexible building boards
- Telecommunications pits
- Some window putty and fireproof caulking
- Expansion joint sealants
- Packing under beams (Cement sheet)
- Concrete formwork

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- *Zelemite* or *Ausbestos* brand backing boards to electrical switchboards
- Rope and fabric for heat insulation and fireproofing applications
- Sound deadener to kitchen sink drain boards and urinals
- Waterproof membrane (bituminised materials)

The only way to determine whether a product contains asbestos is to collect a sample for analysis at a National Association of Testing Authorities (NATA) laboratory accredited to undertake chemical testing for asbestos in accordance with Australian Standard AS4964-2004 Method for the qualitative Identification of Asbestos in Bulk samples.

3.3 HEALTH EFFECTS

Breathing in asbestos fibres can cause asbestosis, lung cancer and mesothelioma. The risk of contracting these diseases increases with the number of fibres inhaled. People who get health problems from inhaling asbestos have usually been exposed to high levels of asbestos for a long time. The symptoms of these diseases do not usually appear until about 20 to 30 years after the first exposure to asbestos.

- **Asbestosis** - Asbestosis is a type of pulmonary fibrosis (pneumoconiosis) in which lung tissue becomes scarred over time. It is not a type of cancer, but it has the same cause as mesothelioma and other asbestos-related cancers. The latency period of asbestosis is generally between 15 and 25 years.
- **Mesothelioma** - a cancer of the outer covering of the lung (the pleura) or the abdominal cavity (the peritoneum). It is usually fatal. Mesothelioma is caused by the inhalation of needle-like asbestos fibres deep into the lungs where they can damage mesothelial cells, potentially resulting in cancer. The latency period is generally between 35 and 40 years, but it may be longer, and the disease is very difficult to detect prior to the onset of illness. Mesothelioma was once rare, but its incidence is increasing throughout the industrial world as a result of past exposures to asbestos. Australia has the highest incidence rate in the world.
- **Lung Cancer** – It has been shown that lung cancer is caused by all types of asbestos. The average latency period of the disease, from the first exposure to asbestos, ranges from 20 to 30 years. Lung cancer symptoms are rarely felt until the disease has developed to an advanced stage.
- **Pleural Plaques** - Inhalation of asbestos can also cause benign pleural plaques.

4.0 MANAGEMENT OF ASBESTOS AND ASSOCIATED RISKS

4.1 ROLES AND RESPONSIBILITIES

This asbestos management plan (AMP) is designed to be integrated into the existing property management procedures, operations and safe work methods relating to the management of ACM within regular review of their effectiveness by monitoring and conducting regular audits. Responsibility for the management of ACM locally, rests with the Duty Holder. The Duty Holder is the individual with responsibility for the maintenance of the asset or location containing asbestos.

4.2 PERSON IN CONTROL OF A BUSINESS OR UNDERTAKING (PCBU)

Chapter 8 of the Northern Territory Work Health and Safety Regulations (2012) prohibits work or directing a person to perform work involving asbestos — that is, the manufacture, supply, sale, transport, storage, removal, use, installation, handling, treatment, disposal, or disturbance of asbestos - subject to specified exceptions. The Part requires PCBUs to eliminate workers' exposure to asbestos, and if elimination is not reasonably practicable, to minimise exposure as far as is reasonably practicable and to always ensure that workers are not exposed to asbestos above the exposure standard.

The Chapter also requires PCBUs with management or control of a workplace to manage in situ asbestos including naturally occurring asbestos at workplaces by:

- Identifying asbestos at the workplace
- Maintaining an asbestos register and asbestos management plan
- Conducting and reviewing risk assessments

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- Informing persons at risk from asbestos exposure
- Ensuring relevant workers are trained about asbestos
- Ensuring that certain power tools and equipment are not used on asbestos

4.3 PERSON WITH MANAGEMENT OR CONTROL OF A BUSINESS OR UNDERTAKING

The person with management of control of a business or undertaking is responsible for ensuring that:

- Communication pathways are established and maintained between key personnel with responsibility for implementing requirements of the AMP
- The asbestos database is fully integrated into the organisation
- Developing and implementing asbestos processes, procedures, and Safe Work Method Statements (SWMS)
- A training program is delivered across the organisation
- Compliance requirements are thoroughly understood and addressed in the AMP
- Appropriate levels of investigation and/or enquiry are conducted in response to any asbestos exposures, and providing a timely documented report
- Ensuring that ACMs are identified in all building assets, and subsequently assessed and regularly audited by a competent person, including updating of the Asbestos Registers
- Monitoring Asbestos Contractors to assess their compliance with statutory requirements, reporting and discussing deficiencies with the contracts group
- Notifying the relevant safety personnel of asbestos related incidents
- The site asbestos registers, and AMP are reviewed periodically, and risk assessments are current
- Management actions are assessed and reviewed in terms of their effectiveness considering audit findings, changes in Regulations, and/or advances in industry 'Best Practice'
- Where necessary standards of works detailed in the general specification for works with ACMs and SWMSs are reviewed and amended
- Specification for asbestos removal, abatement, and remedial works are prepared and standardised
- A panel of approved asbestos removal contractors is established under a specific and detailed tender brief
- Conduct monitoring and review activities on all aspects of the management of ACM and the removal of ACM

4.4 ASBESTOS REGISTER

The presence of asbestos in the workplace must be assessed by a competent person to ensure all ACM is accurately identified and correctly labelled. It is the role of Duty Holder to procure the services of a competent person to test for ACM, correctly label ACM and produce an asbestos register.

A competent person is defined as a licenced asbestos assessor with NT WorkSafe or other regulatory authority within Australia.

4.5 ASBESTOS SURVEYS

The property manager is required to undertake regular asbestos surveys of all assets constructed prior to December 31, 2003, in accordance with the Northern Territory Work Health and Safety Regulations (2012) (Reg. 425). Each suspected asbestos situation identified is given a risk rating and recommended control measure based on the extent, type, condition, and accessibility of the asbestos at the time of the survey. Where applicable, laboratory analysis certificates, air monitoring certificates, photographs, and details of asbestos removal can be attached to the database and form part of the asbestos register for each individual property or asset.

4.6 PRESENCE AND LOCATION OF ASBESTOS REGISTER

It is the role of the Duty Holder to ensure that an accurate and reliable asbestos register is produced and maintained for each building, physical asset and fixed plant and equipment acquired by the building owner prior

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to December 31, 2003. The presence, location and availability of the asbestos register must be made available to all staff and contractors prior to commencing any form of work which may disturb asbestos.

Any new asbestos discovered during works must be included in an updated asbestos register.

- Location
- ACM Situation (e.g., wall sheeting)
- Type of material (e.g., Fibre cement sheet, debris)
- Amount of material (e.g., Square, or linear metres)
- Friability (friable or non-friable)
- Photos of each asbestos and NAD situation and photos of the exterior of the building
- Each ACM situation must be provided with a unique situation number which relates to the sample ID number Date of survey
- Details of the person conducting the survey
- NATA accredited analysis report
- Type of asbestos detected, or no asbestos detected (NAD)
- Current condition (sealed, partially sealed, unsealed)
- Risk rating (Moderate, High, Extreme)
- Age of building or asset
- Floor plans of each building indicating the location of each ACM situation using the unique situation ID may be required in certain circumstances

4.7 LABELLING OF ASBESTOS CONTAINING MATERIALS

Any areas of an abode or workplace which contain ACM, including plant, equipment, and components, must be indicated with warning signs or stickers to ensure that the asbestos is not unknowingly disturbed without the correct precautions being taken. These signs should be placed at all the main entrances to the work areas where asbestos is present. All warning signs and labels must comply with *AS 1319 Safety Signs for the Occupational Environment*.

Copies of warning signs and labels that are appropriate for the site follow in *Section 15.0*.

4.8 MAINTENANCE AND REVIEW

The Duty Holder is responsible for the maintenance and review of the asbestos register and must ensure that the register is updated when:

- Further asbestos or ACM is identified at the workplace
- There is a review of the asbestos register or a control measure for that ACM
- Asbestos is removed from, or disturbed, sealed, or enclosed at, the workplace
- The Asbestos Management Plan is no longer adequate for managing asbestos or ACM at the workplace
- A review is requested e.g., by a WHS committee, external party such as NT WorkSafe
- Once every 2-5 years depending on the condition of the material.

4.9 RISK ASSESSMENT

A risk assessment is to be conducted for each suspected asbestos situation by a licenced asbestos assessor or "competent person" as defined by the Northern Territory Work Health and Safety Regulations (2012).

The risk assessment is to determine the level of risk and is to consider the location, overall work practices or uses of the site; the types of ACM discovered in the location and the condition of the ACM. ACM represents a risk to human health only when respirable asbestos fibres become airborne and are subsequently inhaled. The risk relates to the potential level of exposure, meaning the risk to human health increase as the level of airborne respirable fibres in an environment increases.

The potential level of exposure associated with an ACM is to be assessed using the tools below (Table 1 – Consequence and Likelihood Ratings). Where an uncontrolled item results in a High or Very High-risk rating, control measures are required to be implemented to reduce the risk to moderate or to eliminate the risk. Once controls are implemented, all residual risk ratings should be no higher than Medium. All risk assessments, including subsequent reviews or revisions, are to be prepared by a competent person indicating the following:

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Table 1 - Consequences Vs Likelihood Ratings

Likelihood	Consequences	
	4 - Major	5 - Severe
5 – Certain	9 – Very High	10 – Very High
4 - Likely	8 – High	9 – Very High
3 - Possible	7 – High	8 – High
2 - Unlikely	6 – Medium	7 – High
1 - Rare	5 – Medium	6 - Medium

4.10 RISK MANAGEMENT

All asbestos situations that have been given an exposure risk rating of ***VERY HIGH*** or ***HIGH*** must be remediated immediately or as soon as reasonably practicable. In each Very High or High-risk situation, the asbestos incident management procedure must be enacted by the person responsible. *Table 2* Indicates the action time that is required for each level of risk.

Table 2 - Action Time Required For Each Level of Risk

Risk Rating	Hazard Condition	Management Plan	Timeframe to remove
Very High	Friable asbestos material likely to pose a risk to health from exposure (e.g., accessible insulation and likely to be disturbed, or located in air conditioning ducts)	Exclude all persons from the area and engage a licenced asbestos assessor and asbestos removalist with an A Class asbestos removal licence to plan for immediate action. Conduct airborne fibre monitoring and clearance inspection at completion of removal	**Immediate (P1)**
High	ACM showing significant deterioration that is only likely to be disturbed during routine maintenance activity	Exclude all persons from the area and engage a licenced asbestos assessor and asbestos removalist with an A or B Class asbestos removal licence to plan for action as soon as resources become available. Cover with plastic or wetting agent to prevent release of fibres until removal commences. Conduct airborne fibre monitoring and clearance inspection at completion of removal.	**Immediate or as soon as practicable (P2)**
Medium	ACM that is not friable and in a stable condition (sealed/encapsulated) and unlikely to be disturbed by regular access in normal operating conditions	Manage and review. Maintain in good condition	**Manage and review at least every 5 years (P3)**

5.0 PRINCIPLES OF ASBESTOS MANAGEMENT

5.1 GENERAL PRINCIPLES

A person conducting a business or undertaking (PCBU) must ensure, as far as is reasonably practicable, that any exposure of a person at the workplace to airborne asbestos is eliminated. If this is not reasonably practicable, the exposure must be minimised as far as is reasonably practicable.

The exposure standard for asbestos must not be exceeded at the workplace. The exposure standards for asbestos are measured in fibres/mL (f/ml) of air as a time weighted average (TWA). Industry standards for removal of asbestos supported by the Northern Territory Work Health and Safety Regulations (2012), and any exposure exceeding 0.01 fibres per millilitre of air (f/ml) will result in cessation of work to investigate the cause and implement controls to manage the airborne fibres.

5.2 ASBESTOS MANAGEMENT PLAN FLOW CHART

The asbestos management plan flowchart summarises the principles of asbestos management outlined in this section. The Asbestos Management Plan flowchart in *Section 10.0* illustrates the enactment of the asbestos management plan and may be used as a guide for all staff and contractors to briefly identify the processes in place to manage asbestos within the organisation.

5.3 TRAINING AND AWARENESS

A person conducting a business or undertaking (PCBU) must ensure that information, training, and instruction provided to a worker is suitable and adequate, having regard to:

- The nature of the work carried out by the worker
- The nature of the risks associated with the work at the time the information, training or instruction is provided
- The control measures implemented.

The person must, so far as is reasonably practicable, ensure the information, training and instruction is provided in a way that is readily understandable by any person to whom it is provided; and ensure workers whom they reasonably believe may be involved in asbestos removal and/or asbestos-related work are trained in the identification, safe handling and suitable control measures for asbestos and ACM. The training supplied must comply with the requirements of the Code of Practice *How to Safely Remove Asbestos (2022)* by providing information on:

- Purpose of the training
- Health risks of asbestos
- Types, uses and likely presence of asbestos in the workplace
- The roles and responsibilities of the persons conducting a business or undertaking and the worker under the asbestos management plan
- Where the asbestos register is located, how it can be accessed and how to understand the information contained in it
- Processes and safe work procedures to be followed to prevent exposure, including exposure from any accidental release of airborne asbestos.

5.4 PROHIBITIONS

The Northern Territory Work Health and Safety Regulations (2012) prohibit a person conducting a business or undertaking from carrying out, directing, or allowing a worker to carry out, work involving asbestos. The Regulation also prohibits the use or re-use of any type or amount of ACM; the use of power tools to cut or drill ACM; or cleaning ACM with a power tool, power appliance, high pressure water process, compressed air, or abrasion including brooms. Cleaning any surface where ACM is present by these methods is also prohibited. Maintenance and/or management of, or service work on non-friable asbestos or ACM fixed or installed before 31 December 2003, is allowed in accordance with the WHS Regulations.

5.5 CONTROL OF ASBESTOS HAZARDS

The management of asbestos in the workplace must eliminate the risk of exposure as far as reasonably practicable; and a risk management strategy must be implemented which follows the hierarchy of controls for work health and safety. Figure 1 indicates the accepted hierarchy of controls which should be addressed at all times with regards to removal and the management and control of asbestos in the workplace.

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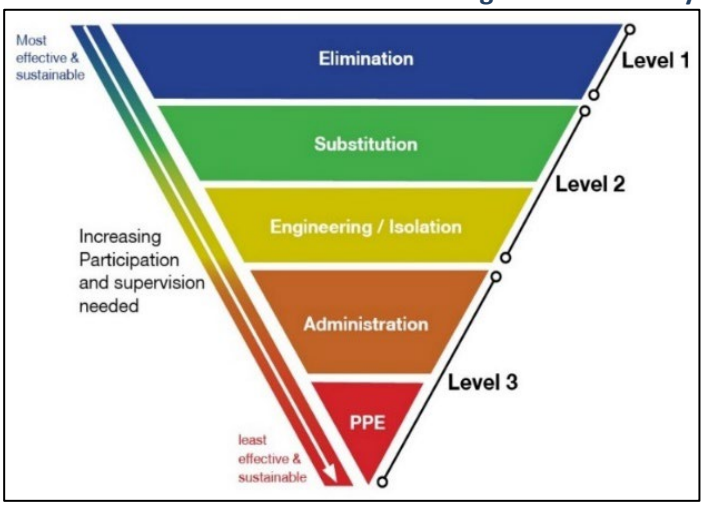
Figure 1 - Hierarchy Of Controls



1. **Elimination/Removal** (most preferred).
2. **Substitution** with a non-ACM alternative.
3. **Isolation,** such as erection of permanent enclosures encasing the material.
4. **Engineering** controls, such as negative air pressure enclosures for removal works, HEPA filtration systems.
5. **Administrative** controls including the incorporation of registers and management plans, the use of signage, personnel training, safe work procedures, regular re-inspections and registers; and
6. The use of **Personal Protective Equipment** (PPE) (least preferred).

5.6 REMOVAL

The ultimate goal is to eliminate all asbestos from the workplace and public assets as soon and as far as reasonably practicable. Removal is considered preferable to the other abatement options such as enclosure or encapsulation, as it eliminates the hazard from the workplace.

High risk asbestos situations which involve friable asbestos must be removed by an asbestos removal company with a Class A licence. Non-friable (bonded) asbestos materials under 10m^2 are able to be removed by any person under the Northern Territory *Workplace Health and Safety Regulations (2012)*; however, for quantities exceeding 10 m^2, only a company which holds an 'A' or 'B' Class asbestos removalist licence may remove any amount of non-friable asbestos. Prior to the removal of asbestos, a detailed assessment of the condition and quantity must be made. The flowchart in *Section 11* illustrates the steps that must be followed to ensure the removal process complies with all relevant legislation and codes of practice.

5.7 ENCAPSULATION OR SEALING

Encapsulation refers to the coating of the outer surface of the ACM by the applying some form of sealant compound that penetrates to the substrate and hardens the product. Sealing is the process of covering the surface of the ACM with a protective coating impermeable to asbestos. Encapsulation or sealing helps protect the ACM from mechanical damage and is designed to reduce the risk of exposure by preventing the release of asbestos fibres into the airborne environment. This method increases the length of serviceability of the material. The use of encapsulation or sealing may be of limited application. It is not considered to be an acceptable alternative to repairing or removing severely damaged ACM.

5.8 ENCLOSURE

Enclosure involves installing a barrier between the ACM and adjacent areas. This is effective in preventing mechanical damage to the ACM where removal is not an option. For example, when other hazardous materials such as Chrome VI paint primer that cannot be disposed of in the landfill system co-exists with asbestos. The type of barrier installed may include plywood or sheet metal products, constructed as boxing around the ACM.

5.9 IN SITU MANAGEMENT

ACM in a stable condition and not prone to mechanical damage can generally remain in situ. The ACM will need to be inspected on a regular basis to verify its integrity. If demolition or refurbishments will potentially disturb the asbestos, it must be removed under controlled conditions prior to the works being carried out. If on inspection, the condition of the ACM has changed, the risk must be reassessed, and the appropriate action taken. On the completion of every inspection, the asbestos database must be updated accordingly.

The use of warning signs and labels to indicate the presence of ACM are designed to alert personnel to the presence of asbestos, thereby reducing the risk of inadvertent damage to the ACM which may cause the release of asbestos fibres.

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5.10 WARNING SIGNS

A warning sign will be positioned in a prominent place so it can be easily viewed within each building or facility (i.e., on the front door, within the entrance lobby, at a reception desk or in the area where contractors report prior to commencing any building or maintenance works).

Asbestos warning labels must be attached to all instances of known ACM or areas which are presumed to contain ACM such as water valves that are of an age or model to contain asbestos gland packing. The label must conform to *AS1319-1994 Safety Signs for the Occupational Environment* and be appropriate for the local climatic conditions. Copies of warning signs and labels that are appropriate for the site follow in *Section 15.0*.

5.11 MANAGING ASBESTOS DURING RENOVATIONS OR MAINTENANCE WORKS

Works that uncover materials suspected to contain asbestos during renovations and maintenance must be managed in a similar manner to materials already known to contain asbestos. *Section 12.0* identifies the procedures required to effectively manage the discovery of materials suspected to contain asbestos.

6.0 ASBESTOS REMOVAL

6.1 LICENCED ASBESTOS REMOVALISTS

The removal of non-friable asbestos containing materials (ACM) exceeding 10 m^2 must only be removed from the building assets by a company holding a Class B asbestos removal licence employing workers with a minimum Class B asbestos removal qualification.

The removal of friable asbestos must only be undertaken by a company with an A Class asbestos removal licence employing only workers with both A and B Class asbestos removal qualifications. The licence must be current and have been issued by a state or territory regulatory body such as NT WorkSafe. Insurances and health screening information for staff must be up to date prior to any work commencing on site.

Table 4 - Asbestos Licence Conditions

Type of Licence	Type of Asbestos that can be Removed
Class A	Any amount of friable asbestos or ACM Any amount of asbestos contamintated dusts (ACD) Any amount of non-friable asbestos or ACM
Class B	Any amount of non-friable asbestos or ACM ACD associated with the removal of non-friable ACM

6.2 PLANNED ASBESTOS REMOVAL

Prior to the commencement of any planned maintenance on any building asset, it is the duty of the person planning the works to consult the asbestos register for each asset. As established in the flow chart in Appendix B - Managing Asbestos in the Workplace, when undertaking maintenance or installation which is likely to affect the fabric fittings of a structure, the presence or absence of asbestos must be proven prior to the commencement of works. If asbestos is present, then the actions indicated in the management plan must be undertaken to ensure the health and safety of those working on the assets, other employees, contractors, and the public.

When suspected asbestos material is discovered during planned or emergency maintenance of buildings and other assets that have not been recorded in the asbestos register, the person who discovers the suspect material must cease work immediately and follow the asbestos management procedure indicated in Appendix C – Managing Asbestos Discovered During Renovations or Maintenance to ensure that the material is identified, recorded on the register, and managed appropriately.

6.3 NOTIFYING THE REGULATOR

A licensed asbestos removalist must notify the regulator (NT WorkSafe) in writing at least five working days before the licensed asbestos removal work commences. A written authority to proceed from the regulator must be received prior to work commencing and a copy must be provided to the property manager (or person engaged to manage the work) and kept on site with the job safety documentation at all times.

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6.4 EMERGENCY ASBESTOS REMOVAL

Asbestos removal may be required at any time of the day or night if or when the asbestos containing assets fail; and the necessity to remove and remediate an area potentially contaminated by asbestos will outweigh the requirement to obtain the relevant approvals. Wherever possible, the site needs to be secured and inspected prior to any remedial action being undertaken and any water or sewer leaks must be contained. The code of Practice *How to Safely Remove Asbestos* acknowledges in Section 3.6, that unexpected breakdowns of essential services such as water and sewerage occur, and the licenced asbestos removalist must notify the regulator immediately by telephone and in writing within 24 hours of the initial notice being provided.

6.5 SAFE WORK METHODS

All licenced asbestos removalists engaged to work on the building assets must provide detailed Safe Work Method Statements (SWMS) for procedures to be used in the removal of asbestos prior to commencement on site. A SWMS must comply with the Safe Work Australia Code of Practice *How to Safely Remove Asbestos*.

If a procedure has not been developed in the instance in which a novel situation has arisen, a SWMS may be developed in consultation with the property manager and external consultants as necessary prior to commencement.

6.6 CONSULTATION AND COMMUNICATION

Prior to the commencement of any planned asbestos removal work, all persons likely to be affected by the work are to be informed. This includes, but is not limited to:

- All personnel working within the buildings or are regular visitors to it
- All contractors and their sub-contractors involved in the removal work
- Persons occupying neighbouring buildings, body corporates and leaseholders affected by or within close proximity of the work

Consultation for all works involving the removal of asbestos require individual assessment depending on the size and scope of the planned works. At least 1 week prior to planned asbestos removal work commencing, the asbestos removalist will provide the property manager a written brief detailing:

- The nature of the work
- The processes to prevent exposure to asbestos
- Safety processes designed to minimise any risk to health such as barriers, Personal Protective Equipment (PPE) and air monitoring devices

6.7 DOCUMENTATION REQUIREMENTS

Documentation to support the removal of asbestos must comply with the regulatory requirements stated in Section 1.4, and must include the following:

- An Asbestos Removal Control Plan (ARCP) (in compliance with the Safe Work Australia Code of Practice *How to Safely Remove Asbestos (2022) Appendix A*)
- A waste disposal and transport plan
- Safe Work Method Statements (SWMS) for each task
- A Job Safety and Environmental Analysis (JSEA) and risk assessment for each contractor working on site
- A copy of an approval to commence work from the regulatory authority (NT WorkSafe) for friable asbestos or a quantity of non-friable asbestos equal to or greater than 10m².
- A Communication Plan advising all relevant persons of intended asbestos removal work
- Details of notices issued to neighbouring properties advising of disruption to services
- Emergency procedures to be supplied by all contractors before entering the site
- Details of signage and barricades for asbestos removal work
- A dig permit (dial before you dig) if holes to be dug or stakes to be driven
- A heritage management plan (HMP) if historical and/or cultural sites are to be remediated must be supplied by the asbestos removalist prior to commencing work on site

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- Details of any clearance investigation or airborne fibre monitoring required.

6.8 AIR MONITORING AND CLEARANCE

Airborne fibre monitoring (AFM) is generally undertaken as a precautionary measure to determine whether the controls put in place during asbestos removal have been effective. All indoor work will require AFM to protect the health of workers returning to the area and require a clearance to reoccupy before the area is handed back.

A licenced asbestos assessor with NT WorkSafe or other interstate regulator is qualified to monitor and clear the removal of friable asbestos. Non-friable removal may be supervised and cleared by a competent person as described in the WHS Regulations and should be a person working under the supervision of a licenced asbestos assessor.

6.9 CLOSE OUT REPORT

At the completion of every asbestos removal task, a close out report must be supplied to the Duty Holder which includes:

- The full location of the asbestos removal works including relevant dates.
- Company name, address, ABN and contact details for the asbestos removalist and Licensed asbestos assessor as required.
- Details of the asbestos removal company's Asbestos Removal Licence and class of licence.
- Details of the asbestos removal work, including type and quantity of material removed.
- Copies of all documentation required to commence the asbestos removal work *(See Section 6.7)*.
- Details of any issues encountered during the work.
- Details of any additional asbestos situations discovered on site.
- Drawings or photos of the work with before and after shots.
- Copies of all daily air monitoring reports supplied by the licenced asbestos assessor.
- Clearance certificate(s) supplied by the licenced asbestos assessor.
- Evidence of the disposal of contaminated waste at a registered landfill site or storage at a registered site in compliance with an Environment Protection Licence for storing asbestos waste.

The Duty Holder's role is to maintain both a hard copy and electronic record of all close-out reports for asbestos removal works provided by the person managing the asbestos removal.

6.10 UPDATING THE ASBESTOS REGISTER

The Duty Holder is responsible for updating or arranging for the update of the asbestos register after asbestos removal works and ensuring that a current copy of the register is available for future reference. In the case where all asbestos has been removed from a building/site, a Clearance Certificate must be made available in the building/site where the asbestos has been removed.

7.0 INCIDENT MANAGEMENT

7.1 INCIDENT MANAGEMENT PROCEDURE

In the event of damage to known or suspected asbestos containing material(s), the following incident management procedure is to be followed by all persons employed as staff or contractors:

- Stop work immediately.
- If first aid is required, administer first aid, and respond to immediate risks first.
- Isolate the area of contamination and prevent entry to the site using bunting or barrier mesh.
- Place warning signs at entry points to the area or, if non-available, place a person on duty to maintain perimeter security if possible until signs become available.
- Advise a line manager of a potential asbestos-related incident, which must be communicated upward until a nominated Responsible Person for the incident can be reached.
- Provide a communication plan to any nearby residents and affected personnel within 24 hours of the incident notification, including details of any remedial works that are required to be undertaken.

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- The Responsible Person must implement the Incident Response Procedure as soon as possible.
- Where an asbestos incident occurs involving other hazardous materials, the Responsible Person has control of the site and will provide direction on the immediate incident response.

When notified, the Responsible Person must follow the internal hazard/incident recording reporting and investigation procedure.

8.0 GLOSSARY OF KEY TERMS

Accredited Laboratory	A testing laboratory accredited by the National Association of Testing Authorities, Australia (NATA) or a similar accreditation authority or otherwise granted recognition by NATA, either solely or in conjunction with one or more other persons.
Air Monitoring	Airborne asbestos fibre sampling to assist in assessing exposures and the effectiveness of control measures. Air monitoring includes exposure monitoring, control monitoring and clearance monitoring. **Note:** Air monitoring should be undertaken in accordance with the Guidance Note on the Membrane Filter Method for Estimating Airborne Asbestos Fibres [NOHSC:3003 (2005)]
Airborne Asbestos Fibres	Any fibres of asbestos small enough to be made airborne. For the purposes of monitoring airborne asbestos fibres, only respirable asbestos fibres (those fibres less than 3 µm wide, more than 5 µm long and with a length-to-width ratio of more than 3 to 1) are counted. **Note:** Airborne asbestos fibres are generated by the mechanical disintegration of Asbestos-Containing Materials (ACM) and subsequent dispersion of the fibres into the air from activities such as mining and the use, removal and disposal of asbestos and ACM. Airborne dust has the potential to contain respirable asbestos fibres.
ALARP	As Low as Reasonably Practicable. The exposure of workers and others to asbestos must be eliminated or otherwise kept as low as reasonably practicable and, in all circumstances, must be kept below the NES.
Asbestos	The fibrous form of mineral silicates belonging to the serpentine and amphibole groups of rock-forming minerals, including actinolite, Amosite (brown asbestos), anthophyllite, chrysotile (white asbestos), crocidolite (blue asbestos), tremolite, or any mixture containing one or more of the mineral silicates belonging to the serpentine and amphibole groups.
Asbestos Cement (AC)	Products consisting of sand aggregate and cement reinforced with asbestos fibres (e.g., asbestos cement pipes and flat or corrugated asbestos cement sheets).
Asbestos-Containing Material (ACM)	Any material, object, product, or debris that contains asbestos.
Asbestos-contaminated Dust or debris (ACD)	Dust or debris that has settled within a workplace and is (or assumed to be) contaminated with asbestos
Asbestos-related work	Work involving asbestos (other than asbestos removal work to which Part 8.7 of the WHS Regulations applies) that is permitted under the exceptions set out in regulation 419(3), (4) and (5).
Asbestos Removalist	A person conducting a business or undertaking who carries out asbestos removal work.
Asbestos removal work	Means: • Work involving the removal of asbestos or ACM. • Class A asbestos removal work or Class B asbestos removal work as outlined in Part 8.10 of the WHS Regulations.

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Asbestos Vacuum Cleaner	A vacuum cleaner fitted with a High-Efficiency Particulate Air (HEPA) Filter complies with *AS 60335.2.69: 2003 Household and similar electrical appliances – Safety – Particular requirements for wet and dry vacuum cleaners*. A domestic vacuum cleaner is not suitable for use with asbestos.
Asbestos Waste	All removed ACM and disposable items used during the asbestos work, such as plastic sheeting used to cover surfaces in the asbestos work area, disposable coveralls, disposable respirators, and rags used for cleaning.
Asbestos Work Area	The immediate area in which work on ACM is taking place. The boundaries of the asbestos work area must be determined by a risk assessment. **Note:** The asbestos work area should include the boundaries of an enclosure or barriers set up to warn or restrict access to the area where the asbestos work is being undertaken.
Breathing Zone	A hemisphere extending in front of a person's face, with a radius of 300 mm from the midpoint of an imaginary line between the ears.
Clearance Inspection	An inspection, carried out by a competent person, to verify that an asbestos work area is safe to be returned to normal use after work involving the disturbance of ACM has taken place. A clearance inspection must include a visual inspection and may also include clearance monitoring and/or settled dust sampling. **Note:** A clearance inspection should only be carried out when the asbestos work area is dry.
Clearance Monitoring	Air monitoring using static or positional samples to measure the level of airborne asbestos fibres in an area following work on ACM. An area is 'cleared' when the level of airborne asbestos fibres is measured as being below 0.01 fibres/mL. **Note:** Static or positional samples are taken at fixed locations, which are usually between one and two metres above floor level,
Competent Person	A person possessing adequate qualifications, such as suitable training and sufficient knowledge, experience, and skill, for the safe performance of the specific work. **Note:** A licence may be required for some of the tasks described in this document as requiring a competent person.
Control Level	The airborne concentration of a particular substance, which, if exceeded, indicates a need to implement a control, action, or other requirement. Control levels are generally set at no more than half the NES for the substance. Control levels are occupational hygiene 'best practice' and are not health-based standards. **Note:** The first Control Level for Asbestos is set at 0.01 fibres/mL of air.
Control Monitoring	Air monitoring, using static or positional to measure the level of airborne asbestos fibres in an area during work on ACM. Control monitoring is designed to assist in assessing the effectiveness of control measures. Its results do not represent actual occupational exposures and should not be used for that purpose. **Note:** Static or positional samples are taken at fixed locations, which are usually between one and two metres above floor level,
Exposure Monitoring	Air monitoring to determine a person's likely exposure to a hazardous substance. Exposure monitoring is designed to reliably estimate the person's exposure, so that it may be compared with the NES. **Note:** Exposure monitoring includes airborne asbestos fibre sampling, analysis, estimation of time-weighted average exposure and interpretation. Samples are taken within the breathing zone and are usually obtained by fastening the filter holder to the worker's jacket lapel.
Exposure standard	For asbestos is a respirable fibre level of 0.1 fibres/ml of air measured in a person's breathing zone and expressed as a time weighted average fibre concentration calculated over an eight-hour working day and measured over a minimum period of four hours in accordance with:

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	• the Membrane Filter Method • a method determined by the relevant regulator. Industry asbestos removal standards within the Code of Practice *How to Safely Remove Asbestos* set the exposure limit to 0.01 fibres per mL of air and is reportable to the regulator at a level of 0.02 fibres per mL and above.
Friable (Asbestos)	Asbestos-containing material which, when dry, is or may become crumbled, pulverised, or reduced to powder by hand pressure. **Note:** This may include ACM that have been subjected to conditions that leave them in a state where they meet the above definition, such as weathering, physical damage, water damage etc.
GHS	Globally Harmonised System of Classification and Labelling of Chemicals
Hazard	Any matter, thing, process, or practice that may cause death, injury, illness, or disease.
Health Surveillance	The monitoring of a person to identify any changes in their health as a result of exposure to a hazardous substance. It does not include exposure monitoring.
High Efficiency Particulate Air (HEPA) Filter	A disposable, extended media, dry type filter, in a rigid frame, with a minimum filtration efficiency of 99.97% for nominal 0.3 µm diameter thermally generated dioctylphthalate (DOP) particles or an equivalent efficiency for a specified alternative aerosol and with an initial maximum resistance to airflow of 250 pa when tested at its rated airflow capacity (see Australian Standard 4260-1997 High Efficiency Particulate (HEPA) Filters – Classification, Construction and Performance).
In situ	Fixed or installed in its original position, not having been moved.
Inaccessible Areas	Areas which are difficult to access, such as wall cavities and the interiors of plant and equipment.
Membrane Filter Method (MFM)	The technique outlined in the NOHSC Guidance Note on the Membrane Filter Method for Estimating Airborne Asbestos Fibres [NOHSC: 3003 (2005)]
NATA-accredited laboratory	A testing laboratory accredited by the National Association of Testing Authorities (NATA), Australia, or recognised by NATA either solely or with someone else
National Exposure Standard (NES)	An airborne concentration of a particular substance, within the worker's breathing zone, which according to current knowledge, should not cause adverse health effects or undue discomfort to nearly all workers. NES are established, from time to time, by the National Occupational Health and Safety Commission (NOHSC) and are published on the Safe Work Australia website. **Note:** The NES for all forms of asbestos is 0.1 fibres/mL of air, measured using the Membrane Filter Method (MFM).
Naturally occurring asbestos (NOA)	The natural geological occurrence of asbestos minerals found in association with geological deposits including rock, sediment, or soil.
PCBU	Person conducting a business or undertaking
Personal Protective Equipment (PPE)	Equipment and clothing that is used or worn by an individual person to protect themselves against, or minimise their exposure to, workplace risks. It includes items such as facemasks and respirators, coveralls, goggles, helmets, gloves, and footwear.
Project Manager	Any person responsible for leading a project from its beginning to its completion. This includes planning, managing people and resources and project scope
Respirable Asbestos Fibre	A fibre of asbestos small enough to penetrate into the gas exchange regions of the lungs. Respirable asbestos fibres are technically defined as fibres that are: • less than 3 microns (µm) wide • more than 5 microns (µm) long • have a length to width ratio of more than 3:1.
Risk	The likelihood of a hazard causing harm to a person.

	Note: In this code of practice, Risk relates to illness or disease arising from exposure to Airborne Asbestos Fibres.
Settled Dust Sampling	The sampling and analysis of settled surface dust to provide an indication of cleanliness following disturbance of ACM. Settled dust sampling does not provide an indication of risk to health. Sampling techniques include the use of adhesive tape, wipe, or micro-vacuum (using an air sampling pump and filter). Analysis can be by polarised light microscopy (PLM) or transmission electron microscopy (TEM). **Note:** Contamination may occur as a result of deterioration of, or work processes involving ACM.
Shadow Vacuuming	The operation of an asbestos vacuum cleaner that is either directly attached to a tool or hand-held by a second worker as close as possible to the source of released asbestos fibres throughout the use of the tool.
Structure	Any construction, whether temporary or permanent. **Note:** A structure includes a bridge, erection, edifice, wall, chimney, fence, earthworks, reclamation, ship, floating structure, or tunnel.
Work	Any physical or mental activity carried out during a business, industry, commerce, occupation, or profession.
Worker	A person who does work, whether or not for reward or recognition. **Note:** 'Workers' include persons working under contracts of employment, apprenticeships, traineeships, and other service contracts. However, they also have other persons subject to direction by persons with control, such as volunteers and work experience students.
Workplace	Any place where a person works.

9.0 DISCLAIMER

This report has been prepared in accordance with the agreement between the client and Atmos Health and Hygiene within the limitations of the agreed-upon scope of services; this work has been performed in accordance with generally accepted practices, using a degree of skill and care ordinarily exercised by members of its profession and consulting practice. No other warranty, expressed or implied, is made. This report is solely for the use of the client and Atmos Health and Hygiene, any reliance on this report by third parties shall be at such party's sole risk and may not contain sufficient information for purposes of other parties or for other uses. This report shall only be presented in full and may not be used to support any other objective than those set out in the report, except where written approval with comments is provided by Atmos Health and Hygiene.

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10.0 ASBESTOS MANAGEMENT PLAN

City of Palmerston - Civic Centre - Asbestos Management Plan

Legal duty to manage asbestos
Work Health and Safety Regulations (2011)

↓

Commitment to manage asbestos

↓

Identify asbestos containing materials
Survey
Assess condition of asbestos
Survey
Assess exposure risk
Survey

↓

Prioritise risks for Management Plan
Plan asbestos removal and/or management strategy

↓

Remove, Encapsulate or Seal Asbestos
Achieve Clearance from Asbestos Assessor, Obtain Close-out Report

↓

Maintain records
Plans, assessments, updates, reviews etc.

↓

Communicate records and updates
Notices, notify employees, notify contractors
management plan available to all etc.

↓

Review records on a regular basis
Regular inspections to reassess condition.
Prior to and following building works etc.

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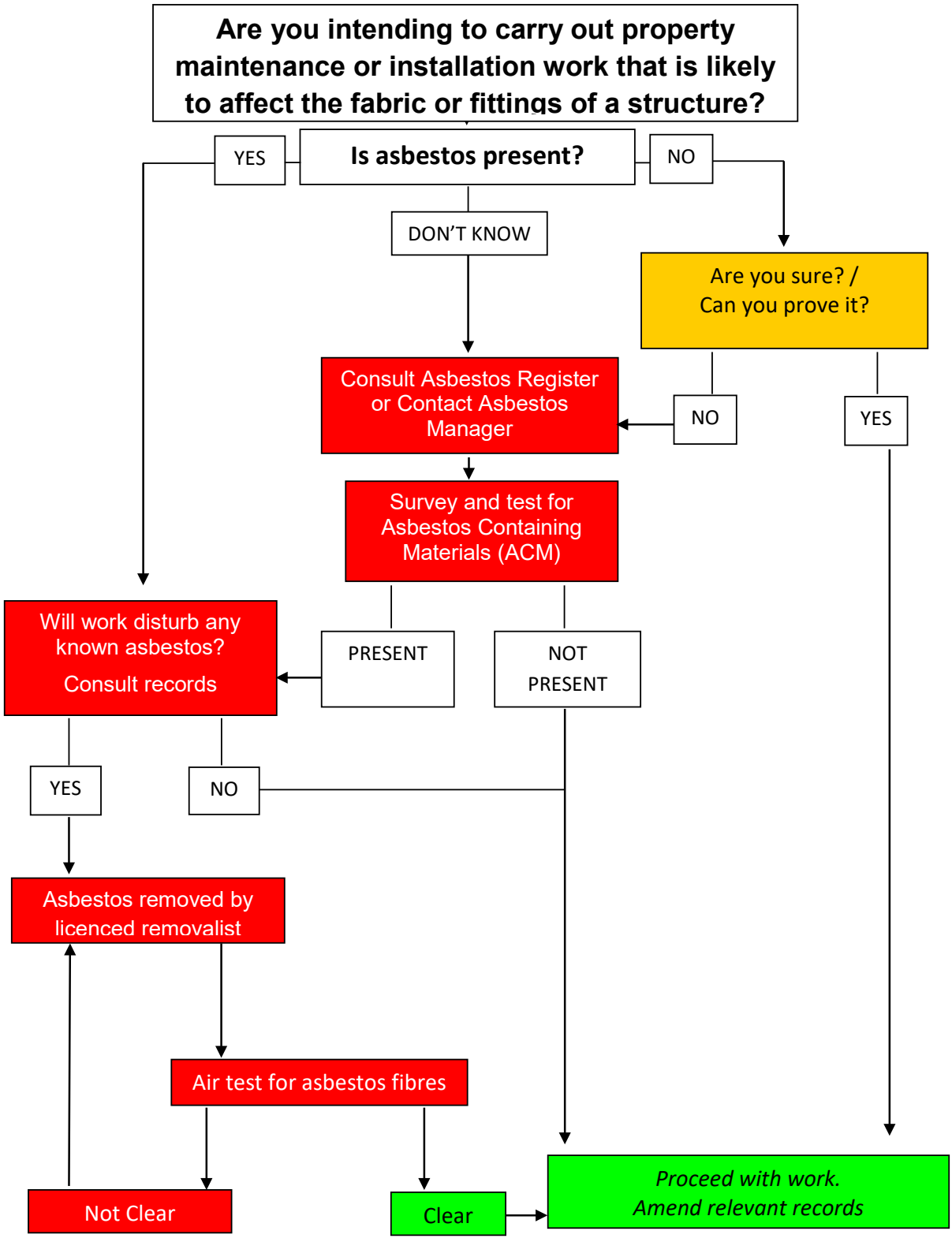
11.0 MANAGING ASBESTOS IN THE WORKPLACE

Managing Asbestos in the Workplace during Maintenance and Demolition



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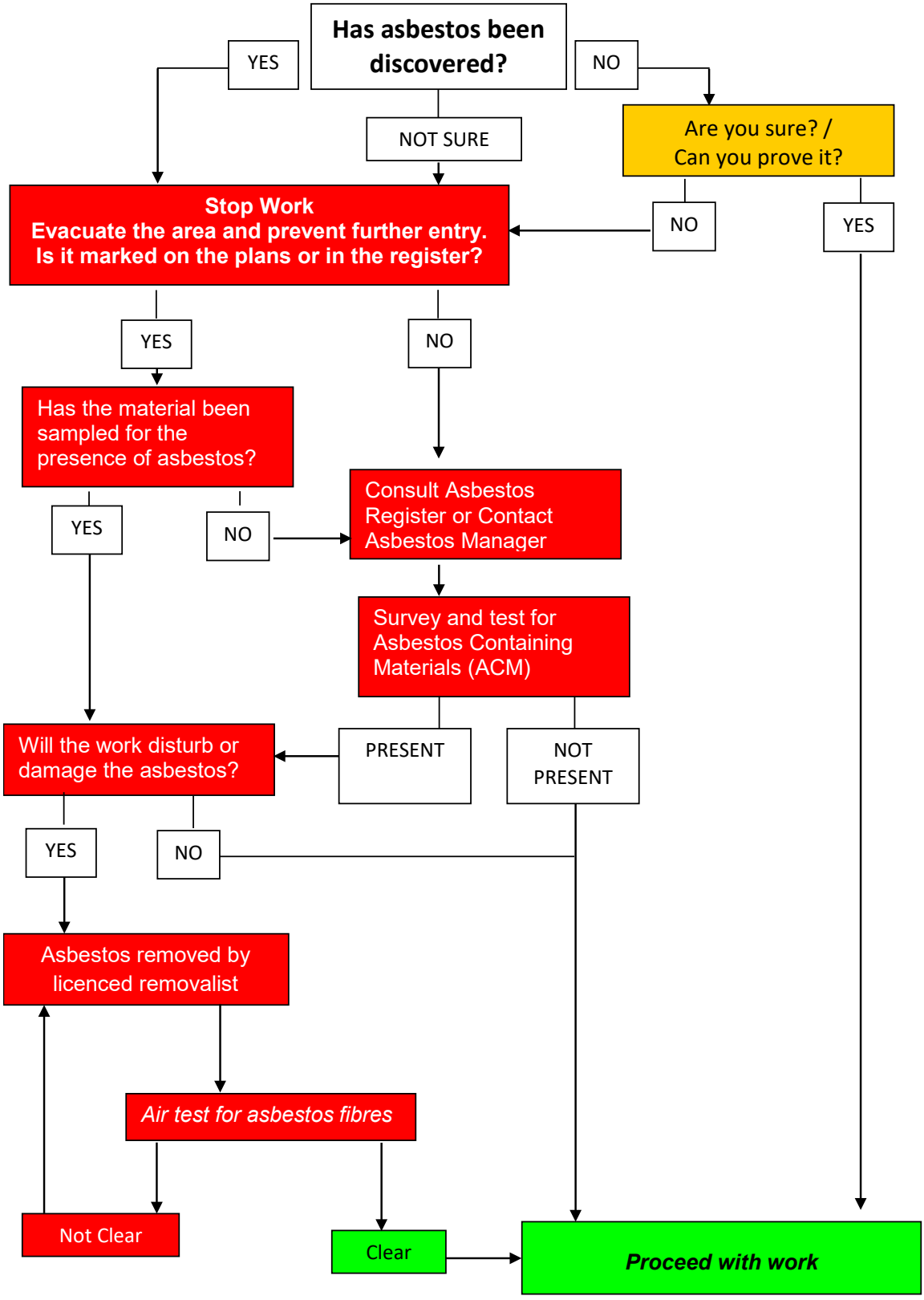
12.0 MANAGING ASBESTOS DURING RENOVATIONS & MAINTENANCE

Managing Asbestos Discovered During Property Maintenance or Installations Work



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13.0 ASBESTOS REGISTER

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ASBESTOS REGISTER
Palmerston Civic Centre
1 Chung Wah Tce, Palmerston, NT 0830

Client:	City of Palmerston
Building:	Palmerston Civic Centre
Location:	1 Chung Wah Tce, Palmerston, NT 0830

Job No:	A763.1
Assessor Name:	Paul Felvus
Asbestos Assessor Licence No:	NTWS-AA-433700

Audit Date:	03/05/2024
Report Date:	11/05/2024
Review Date:	10/05/2029
Report Version:	1.0

Certificate of Analysis Numbers:	178949 - 07/05/2024 NT0674 - 12/09/2014

Asbestos Register Version:	QF16 - Asbestos Register V1.6 231023

Client:	City of Palmerston		
Building:	Palmerston Civic Centre	**Job Number:**	A763.1
Address:	1 Chung Wah Tce, Palmerston, NT 0830	**Audit Date:**	03/05/2024
		Review Date:	10/05/2029

Sequence No:	1		**Elevation:**	Roof Level
Area:	External		**Friability**	
Location:	Front of building and roof		**Condition:**	
Position	Fascia panels/barge capping		**Sealed:**	
Material Type:	Fibre cement sheet		**Traffic:**	
Quantity:	300	Sq. M	**Risk Likelihood:**	
Sample No:	178949-001		**Risk Consequence:**	
Result:	No Asbestos Detected (NAD)		**Risk Rating:**	

Comments:
Fascia panel to northern, eastern and western elevations of the building. Sample 178949-001 collected on 03/05/2024.

Sequence No:	2		**Elevation:**	Roof Level
Area:	External		**Friability**	
Location:	Front of building		**Condition:**	
Position	Eaves linings		**Sealed:**	
Material Type:	Fibre cement sheet		**Traffic:**	
Quantity:	100	Sq. M	**Risk Likelihood:**	
Sample No:	Same as 178949-001		**Risk Consequence:**	
Result:	No Asbestos Detected (NAD)		**Risk Rating:**	

Comments:
Eaves linings to northern, eastern and western elevations of the building, same as material in Sample 178949-001 collected on 03/05/2024.

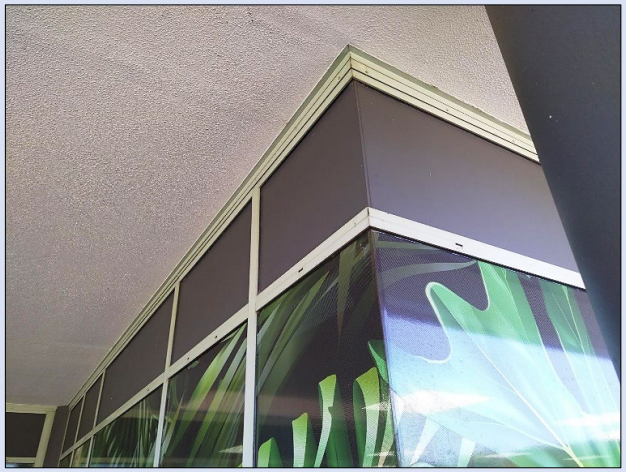
Client:	City of Palmerston		
Building:	Palmerston Civic Centre	**Job Number:**	A763.1
Address:	1 Chung Wah Tce, Palmerston, NT 0830	**Audit Date:**	03/05/2024
		Review Date:	10/05/2029

Sequence No:	3		**Elevation:**	Ground Floor
Area:	External		**Friability**	
Location:	Front and carpark entrances		**Condition:**	
Position	Soffit lining to covered walkways		**Sealed:**	
Material Type:	Fibre cement sheet		**Traffic:**	
Quantity:	60	Sq. M	**Risk Likelihood:**	
Sample No:	NT0674-2		**Risk Consequence:**	
Result:	No Asbestos Detected (NAD)		**Risk Rating:**	

Comments:
Sample collected on 10/09/2014.

Sequence No:	4		**Elevation:**	Ground Floor
Area:	External		**Friability**	
Location:	Above windows		**Condition:**	
Position	Infill panels		**Sealed:**	
Material Type:	Fibre cement sheet		**Traffic:**	
Quantity:	120	Sq. M	**Risk Likelihood:**	
Sample No:	NT0974-3		**Risk Consequence:**	
Result:	No Asbestos Detected (NAD)		**Risk Rating:**	

Comments:
Above windows on northern, eastern and western elevations of the building. Sample collected on 10/09/2014



Client:	City of Palmerston		
Building:	Palmerston Civic Centre	**Job Number:**	A763.1
Address:	1 Chung Wah Tce, Palmerston, NT 0830	**Audit Date:**	03/05/2024
		Review Date:	10/05/2029

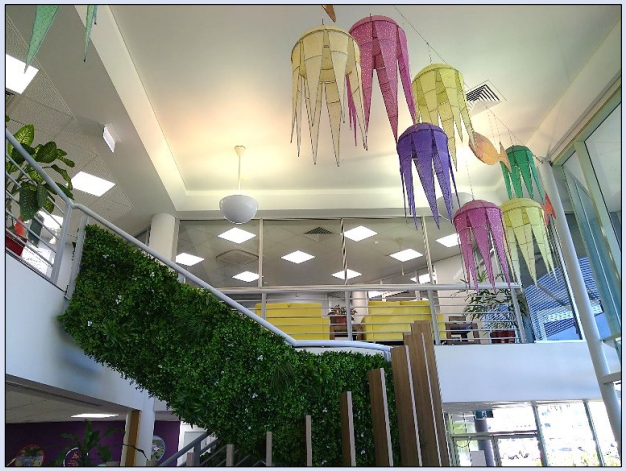
Sequence No:	5		**Elevation:**	Ground Floor
Area:	External		**Friability**	
Location:	Below windows		**Condition:**	
Position	Infill panels		**Sealed:**	
Material Type:	Fibre cement sheet		**Traffic:**	
Quantity:	120	Sq. M	**Risk Likelihood:**	
Sample No:	Same as NT0974-3		**Risk Consequence:**	
Result:	No Asbestos Detected (NAD)		**Risk Rating:**	

Comments:
Below windows on northern, eastern and western elevations of the building. Same as sample for infill panels above widowss collected on 10/09/2014.

Sequence No:	6		**Elevation:**	Ground Floor
Area:	Internal		**Friability**	
Location:	Atrium		**Condition:**	
Position	Throughout		**Enclosed**	
Material Type:	No Suspect Materials Detected		**Traffic:**	
Quantity:	N/A	Sq. M	**Risk Likelihood:**	
Sample No:	N/A		**Risk Consequence:**	
Result:	No Suspect Materials Detected		**Risk Rating:**	

Comments:

Client:	City of Palmerston		
Building:	Palmerston Civic Centre	**Job Number:**	A763.1
Address:	1 Chung Wah Tce, Palmerston, NT 0830	**Audit Date:**	03/05/2024
		Review Date:	10/05/2029

Sequence No:	7		**Elevation:**	Level 1	
Area:	Internal		**Friability**		
Location:	Atrium		**Condition:**		
Position	Throughout		**Sealed:**		
Material Type:	No Suspect Materials Detected		**Traffic:**		
Quantity:	N/A	Sq. M	**Risk Likelihood:**		
Sample No:	N/A		**Risk Consequence:**		
Result:	No Suspect Materials Detected		**Risk Rating:**		
Comments:					

Sequence No:	8		**Elevation:**	Ground Floor	
Area:	Internal		**Friability**		
Location:	Male and Female Ablutions		**Condition:**		
Position	Cubicle partitions		**Enclosed**		
Material Type:	Fibre cement sheet		**Traffic:**		
Quantity:	20	Sq. M	**Risk Likelihood:**		
Sample No:	NT0674-1		**Risk Consequence:**		
Result:	No Asbestos Detected (NAD)		**Risk Rating:**		
Comments:	Sample collected on 10/09/2014				

Client:	City of Palmerston		
Building:	Palmerston Civic Centre	**Job Number:**	A763.1
Address:	1 Chung Wah Tce, Palmerston, NT 0830	**Audit Date:**	03/05/2024
		Review Date:	10/05/2029

Sequence No:	9		**Elevation:**	Ground Floor	
Area:	Internal		**Friability**	Unknown	
Location:	Male ablutions		**Condition:**	Unknown	
Position	Sound deadener and/or bracing to urinal		**Enclosed**	Yes	
Material Type:	Bituminastic paint and/or fibre cement sheet		**Traffic:**	Medium	
Quantity:	2	Sq. M	**Risk Likelihood:**	Unknown	
Sample No:	N/A		**Risk Consequence:**	Unknown	
Result:	Presumed		**Risk Rating:**	Unknown	

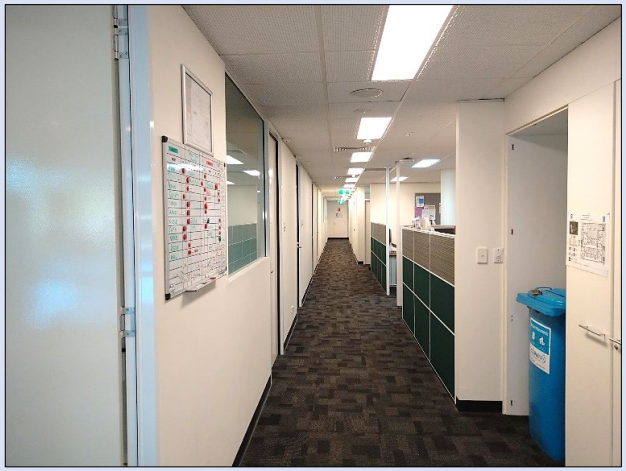
Comments:
Older urinals are known to have a bituminastic sound deadening paint containing asbestos, and fibre cement sheet bracing panels at the rear that may also contain asbestos. It is unknow whether this urinal contains either and a sample cannot be collected without causing permanent damage to the facility. It should be presumed that asbestos is present and a more detailed inspection undertaken if major renovations that will disturb the urinal are planned.

Sequence No:	10		**Elevation:**	Ground Floor	
Area:	Internal		**Friability**		
Location:	Disabled access ablutions		**Condition:**		
Position	Ceilings and walls		**Enclosed**		
Material Type:	Concrete block walls & plasterboard ceiling		**Traffic:**		
Quantity:	N/A	Sq. M	**Risk Likelihood:**		
Sample No:	N/A		**Risk Consequence:**		
Result:	No Suspect Materials Detected		**Risk Rating:**		

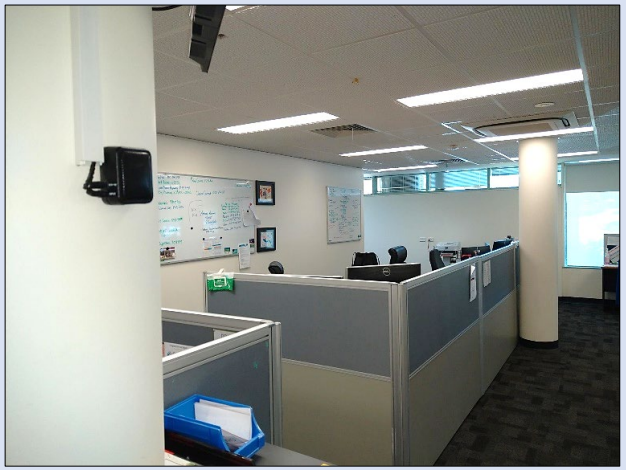
Comments:

Client:	City of Palmerston		
Building:	Palmerston Civic Centre	**Job Number:**	A763.1
Address:	1 Chung Wah Tce, Palmerston, NT 0830	**Audit Date:**	03/05/2024
		Review Date:	10/05/2029

Sequence No:	11		**Elevation:**	Ground Floor
Area:	Internal		**Friability**	
Location:	TEMH Offices		**Condition:**	
Position	Ceilings, walls and floors		**Sealed:**	
Material Type:	No Suspect Materials Detected		**Traffic:**	
Quantity:	N/A	Sq. M	**Risk Likelihood:**	
Sample No:	N/A		**Risk Consequence:**	
Result:	No Suspect Materials Detected		**Risk Rating:**	
Comments:				



Sequence No:	12		**Elevation:**	Ground Floor
Area:	Internal		**Friability**	
Location:	TEMH Offices		**Condition:**	
Position	Ceilings, walls and floors		**Enclosed**	
Material Type:	Concrete block walls and steel sheet roof		**Traffic:**	
Quantity:	N/A	Sq. M	**Risk Likelihood:**	
Sample No:	N/A		**Risk Consequence:**	
Result:	No Suspect Materials Detected		**Risk Rating:**	
Comments:				



Client:	City of Palmerston		
Building:	Palmerston Civic Centre	**Job Number:**	A763.1
Address:	1 Chung Wah Tce, Palmerston, NT 0830	**Audit Date:**	03/05/2024
		Review Date:	10/05/2029

Sequence No:	13		**Elevation:**	Ground Floor
Area:	Internal		**Friability**	
Location:	TEMH Offices		**Condition:**	
Position	Fire hose reel cupboard		**Sealed:**	
Material Type:	Concrete block		**Traffic:**	
Quantity:	N/A	Sq. M	**Risk Likelihood:**	
Sample No:	N/A		**Risk Consequence:**	
Result:	No Suspect Materials Detected		**Risk Rating:**	
Comments:				

Sequence No:	14		**Elevation:**	Ground Floor
Area:	Internal		**Friability**	
Location:	TEMH Offices		**Condition:**	
Position	Staff kitchen ceilings, walls and floors		**Enclosed**	
Material Type:	No Suspect Materials Detected		**Traffic:**	
Quantity:	N/A	Sq. M	**Risk Likelihood:**	
Sample No:	N/A		**Risk Consequence:**	
Result:	No Suspect Materials Detected		**Risk Rating:**	
Comments:				

Client:	City of Palmerston		
Building:	Palmerston Civic Centre	**Job Number:**	A763.1
Address:	1 Chung Wah Tce, Palmerston, NT 0830	**Audit Date:**	03/05/2024
		Review Date:	10/05/2029

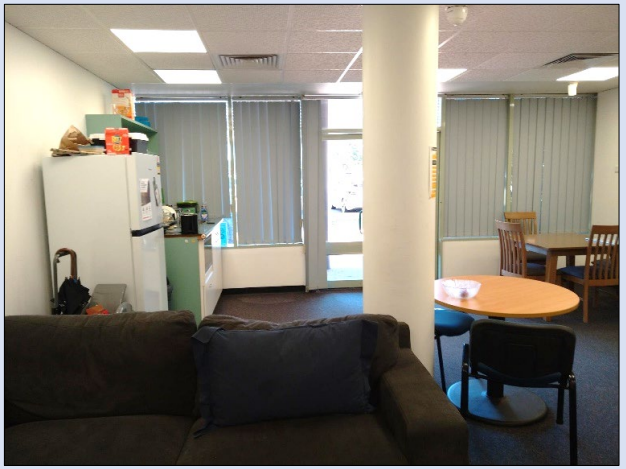
Sequence No:	15		**Elevation:**	Ground Floor	
Area:	Internal		**Friability**		
Location:	Council Rangers Offices		**Condition:**		
Position	Ceilings, walls and floors		**Sealed:**		
Material Type:	No Suspect Materials Detected		**Traffic:**		
Quantity:	N/A	Sq. M	**Risk Likelihood:**		
Sample No:	N/A		**Risk Consequence:**		
Result:	No Suspect Materials Detected		**Risk Rating:**		
Comments:					

Sequence No:	16		**Elevation:**	Ground Floor	
Area:	Internal		**Friability**		
Location:	Council Rangers Offices		**Condition:**		
Position	Storeroom ceilings, walls and floors		**Enclosed**		
Material Type:	No Suspect Materials Detected		**Traffic:**		
Quantity:	N/A	Sq. M	**Risk Likelihood:**		
Sample No:	N/A		**Risk Consequence:**		
Result:	No Suspect Materials Detected		**Risk Rating:**		
Comments:					

Client:	City of Palmerston		
Building:	Palmerston Civic Centre	**Job Number:**	A763.1
Address:	1 Chung Wah Tce, Palmerston, NT 0830	**Audit Date:**	03/05/2024
		Review Date:	10/05/2029

Sequence No:	17		**Elevation:**	Ground Floor
Area:	Internal		**Friability**	
Location:	Council Rangers Offices		**Condition:**	
Position	Office ceilings, walls and floors		**Sealed:**	
Material Type:	No Suspect Materials Detected		**Traffic:**	
Quantity:	N/A	Sq. M	**Risk Likelihood:**	
Sample No:	N/A		**Risk Consequence:**	
Result:	No Suspect Materials Detected		**Risk Rating:**	
Comments:				

Sequence No:	18		**Elevation:**	Ground Floor
Area:	Internal		**Friability**	
Location:	Council Rangers Offices		**Condition:**	
Position	Staff kitchen ceilings, walls and floors		**Enclosed**	
Material Type:	No Suspect Materials Detected		**Traffic:**	
Quantity:	N/A	Sq. M	**Risk Likelihood:**	
Sample No:	N/A		**Risk Consequence:**	
Result:	No Suspect Materials Detected		**Risk Rating:**	
Comments:				



Client:	City of Palmerston		
Building:	Palmerston Civic Centre	**Job Number:**	A763.1
Address:	1 Chung Wah Tce, Palmerston, NT 0830	**Audit Date:**	03/05/2024
		Review Date:	10/05/2029

Sequence No:	19		**Elevation:**	Level 1
Area:	Internal		**Friability**	
Location:	Foyer and atrium		**Condition:**	
Position	Throughout		**Sealed:**	
Material Type:	No Suspect Materials Detected		**Traffic:**	
Quantity:	N/A	Sq. M	**Risk Likelihood:**	
Sample No:	N/A		**Risk Consequence:**	
Result:	No Suspect Materials Detected		**Risk Rating:**	
Comments:				

Sequence No:	20		**Elevation:**	Level 1
Area:	Internal		**Friability**	
Location:	Council Chamber		**Condition:**	
Position	Throughout		**Enclosed**	
Material Type:	No Suspect Materials Detected		**Traffic:**	
Quantity:	N/A	Sq. M	**Risk Likelihood:**	
Sample No:	N/A		**Risk Consequence:**	
Result:	No Suspect Materials Detected		**Risk Rating:**	
Comments:				

Client:	City of Palmerston		
Building:	Palmerston Civic Centre	**Job Number:**	A763.1
Address:	1 Chung Wah Tce, Palmerston, NT 0830	**Audit Date:**	03/05/2024
		Review Date:	10/05/2029

Sequence No:	21		**Elevation:**	Level 1
Area:	Internal		**Friability**	
Location:	Council Chamber kitchen		**Condition:**	
Position	Throughout		**Sealed:**	
Material Type:	No Suspect Materials Detected		**Traffic:**	
Quantity:	N/A	Sq. M	**Risk Likelihood:**	
Sample No:	N/A		**Risk Consequence:**	
Result:	No Suspect Materials Detected		**Risk Rating:**	
Comments:				

Sequence No:	22		**Elevation:**	Level 1
Area:	Internal		**Friability**	
Location:	Level 1 atrium Cleaner's Store		**Condition:**	
Position	Ceilings and walls		**Enclosed**	
Material Type:	Concrete block walls and plasterboard ceiling		**Traffic:**	
Quantity:	N/A	Sq. M	**Risk Likelihood:**	
Sample No:	N/A		**Risk Consequence:**	
Result:	No Suspect Materials Detected		**Risk Rating:**	
Comments:				

Client:	City of Palmerston		
Building:	Palmerston Civic Centre	**Job Number:**	A763.1
Address:	1 Chung Wah Tce, Palmerston, NT 0830	**Audit Date:**	03/05/2024
		Review Date:	10/05/2029

Sequence No:	23	**Elevation:**	Level 1
Area:	Internal	**Friability**	
Location:	Level 1 Male and Female Staff ablutions	**Condition:**	
Position	Cubicle partitions	**Sealed:**	
Material Type:	Fibre cement sheet	**Traffic:**	
Quantity:	20 Sq. M	**Risk Likelihood:**	
Sample No:	Same as Sample NT0674-1	**Risk Consequence:**	
Result:	No Asbestos Detected (NAD)	**Risk Rating:**	

Comments:
Sample collected on 10/09/2014

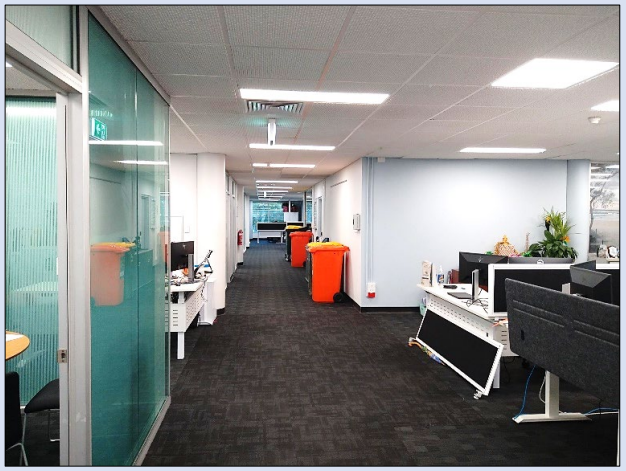
Sequence No:	24	**Elevation:**	Level 1
Area:	Internal	**Friability**	Unknown
Location:	Male ablutions	**Condition:**	Unknown
Position	Sound deadener and/or bracing to urinal	**Enclosed**	Yes
Material Type:	Bituminastic paint and/or fibre cement sheet	**Traffic:**	Medium
Quantity:	3 Sq. M	**Risk Likelihood:**	Unknown
Sample No:	N/A	**Risk Consequence:**	Unknown
Result:	Presumed	**Risk Rating:**	Unknown

Comments:
Older urinals are known to have a bituminastic sound deadening paint containing asbestos, and fibre cement sheet bracing panels at the rear that may also contain asbestos. It is unknow whether this urinal contains either and a sample cannot be collected without causing permanent damage to the facility. It should be presumed that asbestos is present and a more detailed inspection undertaken if major renovations that will disturb the urinal are planned.

Client:	City of Palmerston		
Building:	Palmerston Civic Centre	**Job Number:**	A763.1
Address:	1 Chung Wah Tce, Palmerston, NT 0830	**Audit Date:**	03/05/2024
		Review Date:	10/05/2029

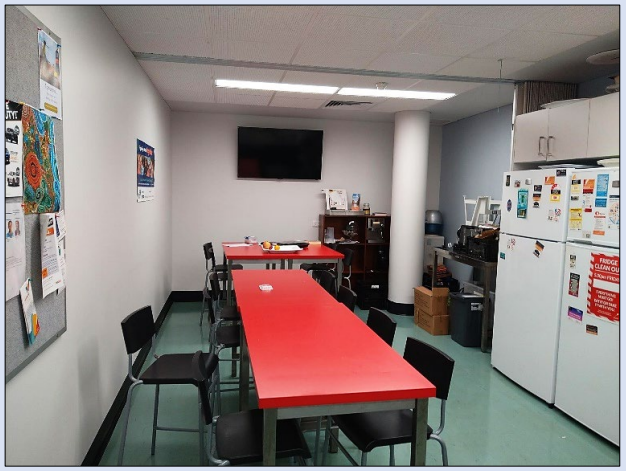
Sequence No:	25		**Elevation:**	Level 1
Area:	Internal		**Friability**	
Location:	Foyer/Atrium Fire hose reel cupboard		**Condition:**	
Position	Walls		**Sealed:**	
Material Type:	Concrete block		**Traffic:**	
Quantity:	N/A	Sq. M	**Risk Likelihood:**	
Sample No:	N/A		**Risk Consequence:**	
Result:	No Suspect Materials Detected		**Risk Rating:**	
Comments:				

Sequence No:	26		**Elevation:**	Level 1
Area:	Internal		**Friability**	
Location:	City of Palmerston Offices		**Condition:**	
Position	Ceilings, walls and floors		**Enclosed**	
Material Type:	No Suspect Materials Detected		**Traffic:**	
Quantity:	N/A	Sq. M	**Risk Likelihood:**	
Sample No:	N/A		**Risk Consequence:**	
Result:	No Suspect Materials Detected		**Risk Rating:**	
Comments:				



Client:	City of Palmerston		
Building:	Palmerston Civic Centre	**Job Number:**	A763.1
Address:	1 Chung Wah Tce, Palmerston, NT 0830	**Audit Date:**	03/05/2024
		Review Date:	10/05/2029

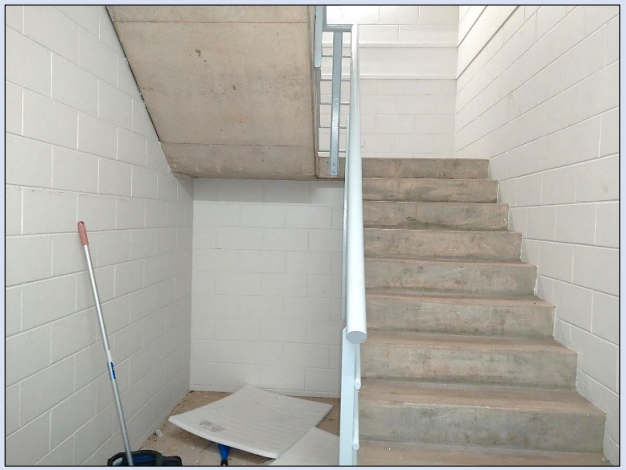
Sequence No:	27		**Elevation:**	Level 1	
Area:	Internal		**Friability**		
Location:	City of Palmerston Offices		**Condition:**		
Position	Electrical switch cabinet		**Sealed:**		
Material Type:	No Suspect Materials Detected		**Traffic:**		
Quantity:	N/A	Sq. M	**Risk Likelihood:**		
Sample No:	N/A		**Risk Consequence:**		
Result:	No Suspect Materials Detected		**Risk Rating:**		
Comments:					

Sequence No:	28		**Elevation:**	Level 1	
Area:	Internal		**Friability**		
Location:	City of Palmerston Offices		**Condition:**		
Position	Ceilings and walls		**Enclosed**		
Material Type:	Concrete block walls and steel sheet roof		**Traffic:**		
Quantity:	N/A	Sq. M	**Risk Likelihood:**		
Sample No:	N/A		**Risk Consequence:**		
Result:	No Suspect Materials Detected		**Risk Rating:**		
Comments:					

Client:	City of Palmerston		
Building:	Palmerston Civic Centre	**Job Number:**	A763.1
Address:	1 Chung Wah Tce, Palmerston, NT 0830	**Audit Date:**	03/05/2024
		Review Date:	10/05/2029

Sequence No:	29		**Elevation:**	Level 1	
Area:	Internal		**Friability**		
Location:	City of Palmerston Offices		**Condition:**		
Position	Fire hose reel cupboard (near fire stairs)		**Sealed:**		
Material Type:	Concrete block walls		**Traffic:**		
Quantity:	N/A	Sq. M	**Risk Likelihood:**		
Sample No:	N/A		**Risk Consequence:**		
Result:	No Suspect Materials Detected		**Risk Rating:**		
Comments:					

Sequence No:	30		**Elevation:**	Level 1	
Area:	Internal		**Friability**		
Location:	Fires stairs at northern end of building		**Condition:**		
Position	Throughout		**Enclosed**		
Material Type:	Concrete		**Traffic:**		
Quantity:	N/A	Sq. M	**Risk Likelihood:**		
Sample No:	N/A		**Risk Consequence:**		
Result:	No Suspect Materials Detected		**Risk Rating:**		
Comments:					



Client:	City of Palmerston		
Building:	Palmerston Civic Centre	**Job Number:**	A763.1
Address:	1 Chung Wah Tce, Palmerston, NT 0830	**Audit Date:**	03/05/2024
		Review Date:	10/05/2029

Sequence No:	31		**Elevation:**	Both Levels	
Area:	Internal		**Friability**		
Location:	Fires stairs at northern end of building		**Condition:**		
Position	Ceiling lining on top level		**Sealed:**		
Material Type:	Plasterboard		**Traffic:**		
Quantity:	N/A	Sq. M	**Risk Likelihood:**		
Sample No:	N/A		**Risk Consequence:**		
Result:	No Suspect Materials Detected		**Risk Rating:**		
Comments:					

Sequence No:	32		**Elevation:**	Roof	
Area:	External		**Friability**		
Location:	Roof		**Condition:**		
Position	Throughout		**Enclosed**		
Material Type:	No Suspect Materials Detected		**Traffic:**		
Quantity:	N/A	Sq. M	**Risk Likelihood:**		
Sample No:	N/A		**Risk Consequence:**		
Result:	No Suspect Materials Detected		**Risk Rating:**		
Comments:					

PO Box 1689 Humpty Doo NT 0836
ABN: 53 633 395 347
P: 0438 713 833
E: admin@atmoshealthhygiene.com

14.0 LABORATORY ANALYSIS REPORT

ASBESTOS IDENTIFICATION REPORT No. NT0674

CLIENT:	City of Palmerston	**RECEIVED IN LAB:**	10 September 2014
ATTENTION:	Pawan Gautam	**REPORT DATE:**	12 September 2014
LOCALITY:	City of Palmerston Civic Centre	**SAMPLED BY:**	As-received

PROCEDURE

The sample was examined using a stereomicroscope and selected fibres examined using a polarized light microscope.

RESULTS

Client ID	Description	Asbestos detected	Other fibres
1 – Male toilet partitions, Level 1	Grey cement sheet, painted off-white	No	Cellulose
2 – Walkway ceiling lining, front entrance	Off-white cement sheet, painted white	No	Cellulose
3 – Infill panels above and below windows, Ground level	Off-white putty	No	SMF

TESTING OFFICER: Alister Pearce

Sample Descriptions are approximate only. Chrysotile is commonly known as white asbestos, Amosite is commonly known as brown asbestos and Crocidolite as blue asbestos. Cellulose is paper fibre and is non-hazardous

Certificate of Analysis

WSP Australia Pty Limited

Level 5/37 Woods Street Darwin
Telephone +61 8 7906 5900
Email ANZLab@wsp.com

ABN 80 078 004 798

Accredited for compliance with ISO/IEC: 17025 - Testing (No. 17199)

WORLD RECOGNISED ACCREDITATION

LOCATION:	**Palmerston Civic Centre**	**CERTIFICATE NO:**	**Dar-PS208385-0006-178949**
CLIENT:	ATMOS Health & Hygiene	DATE\S SAMPLED:	3/05/2024
CLIENT ADDRESS:	PO Box 1689, Humpty Doo NT 0836	DATE RECEIVED:	3/05/2024
TELEPHONE:	0438 713 833	DATE ANALYSED:	7/05/2024
EMAIL:	admin@atmoshealthhygiene.com	ORDER NUMBER:	NA
CONTACT:	Paul Felvus	SAMPLED BY:	As Received

TEST METHOD: Qualitative identification of asbestos fibres in bulk and soil samples at WSP Corporate Laboratories by polarised light microscopy, including dispersion staining, and trace analysis, in accordance with AS4964 (2004) Method for the qualitative identification of asbestos in bulk samples and WSP's Laboratory Procedure (LP3 - Identification of Asbestos Fibres).

Lab No	Sample ID	Location	Description	Approximate Dimensions	Identification Type
001	1	fascia panels	Fibre Cement Sheet	50 x 10 x 7 mm	OF, NAD

LEGEND:

NAD	-	No Asbestos Detected
CH	-	Chrysotile Asbestos Detected
A	-	Amosite Asbestos Detected
C	-	Crocidolite Asbestos Detected
OF	-	Organic Fibres Detected

Approved Identifier

Name: Jason Hiscox

Approved Signatory

Name: Jason Hiscox

AUTHORISATION DATE

Tuesday, 7 May 2024

Notes:
If no asbestos is detected in vinyl tiles, mastics, sealants, epoxy resins and ore samples, then confirmation by another independent analytical technique is advised due to the nature of the samples. UMF may or may not be asbestos, confirmation by another independent analytical technique is advised.
The results contained within this report relate only to the sample(s) analysed.
Sampling is not covered by the scope of accreditation.
WSP accepts no responsibility for the initial collection, packaging or transportation of samples submitted by external persons, or data supplied by external persons.

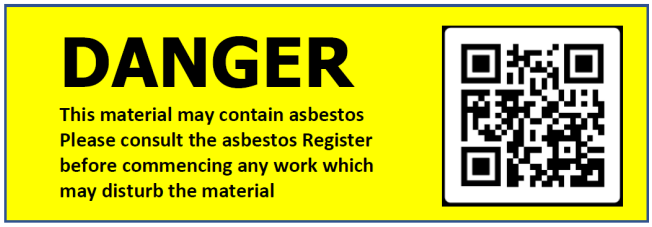
PO Box 1689 Humpty Doo NT 0836
ABN: 53 633 395 347
P: 0438 713 833
E: admin@atmoshealthhygiene.com

15.0 ASBESTOS WARNING SIGNS AND LABELS

Example 1 – Building warning sign

Example 2 – Building warning sign

Example 3 – Asbestos Warning label



Example 4 – Asbestos Warning label