Centre for Appropriate Technology

Asbestos Register and Management Plan for 36 Priest St, Alice Springs

(NO ASBESTOS FOUND)

ASBESTOS MANAGEMENT PLAN

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1 INFORMATION

PROPERTY OWNER:	Centre for Appropriate Technology (CAT)
PROPERTY AND DESCRIPTION OF MAIN ACTIVITIES UNDERTAKEN:	36 Priest St – Administration and Accommodation / Boarding
COMPANY ADDRESS:	Desert Peoples Centre Desert Knowledge Precinct South Stuart
COMPANY TELEPHONE:	08 89596122

2 PURPOSE

This Asbestos Management Plan (AMP) details how Centre for Appropriate Technology will manage asbestos or Asbestos Containing Material (ACM) that has been identified or may be identified in the properties listed below to minimise the risk of exposure to its workers, visitors and contractors and meet its legislative obligations under the Work Health Safety Act.

- 36 Priest St, Alice Springs – Tenanted by Bushmob at date of insepection.

It is noted that no Asbestos Containing Materials were found on this property. This plan has been prepared to provide advice if a potential Asbestos Containing Material is thought to be encountered during Building works or Activities where concealed Asbestos Containing Materials could be found.

This AMP identifies health and safety risks that may be encountered in the workplace as a result of the identified asbestos or ACM and control measures that are to be implemented in order to minimise and / or eliminate the risks of exposure to workers of airborne asbestos particles.

This plan meets the requirements of:

- Property Owner / Tenant OHS Policies and Procedures
- Work Health Safety Act and Regulations
- Code of Practice for how to manage and control asbestos in the workplace

This AMP and supporting appendices will be made available to all employees and sub-contractors involved in maintenance activities within the workplace.

3 PLAN DEVELOPMENT AND APPROVAL

This Asbestos Management Plan has been developed in consultation with and on behalf of Centre for Appropriate Technology.

	NAME	ORGANISATION	POSITION	SIGNATURE	DATE
PREPARED BY:	Joe Penaluna	Probuild NT	Competent Asbestos Assessor	Joe Penaluna 2015.09.10 09:38:50 +09'30'	10/9/15
			Licence No.	NTWS-AA-436559	
REVIEWED BY:					
IMPLEMENTED BY:					
APPROVED BY:					

DATE OF PLAN 4/9/15 **VERSION NO.** 1

3.1 PLAN DISTRIBUTION

PERSON	ROLE	LOCATION
Doug Austin	Safety & Special Projects Manager	Alice Springs

3.2 REVISION SCHEDULE

DATE	SECTION AMENDED	AUTHORISED BY	AMENDED BY

4 KEY TERMS AND DEFINITIONS

Airborne Asbestos –any fibres of asbestos small enough to be made airborne

Asbestos – the asbestiform varieties of mineral silicates belonging to the serpentine or amphibole groups of rock forming minerals

ACM - Asbestos Containing Material –any material or thing that, as part of its design, contains asbestos

ACD – Asbestos Contaminated Dust or Debris – dust or debris that has settled within a workplace and is (or assumed to be) contaminated with asbestos

Asbestos Register - a document that lists all identified (or assumed) asbestos in a workplace

Asbestos related work – work involving asbestos (other than asbestos removal work) 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

Competent person – a person who has acquired, through training, qualification or experience, the knowledge and skills to carry out the task

Friable Asbestos – material that is in a powder form or that can be crumbled, pulverised or reduced to a powder by hand pressure when dry, and contains asbestos

GHS - Globally Harmonised System of Classification and Labelling of Chemicals.

In-situ asbestos –asbestos or ACM fixed or installed in a structure, equipment or plant but does not include naturally occurring asbestos

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.

NOA - Naturally Occurring Asbestos – the natural geological occurrence of asbestos minerals found in association with geological deposits including rock, sediment or soil.

Non-friable asbestos– material containing asbestos that is not friable asbestos, including material containing asbestos fibres reinforced with a bonding compound.

Respirable asbestos - an asbestos fibre that:

- is less than 3 microns (µm) wide
- is more than 5 microns (µm) long
- has a length to width ratio of more than 3:1

5 LEGISLATIVE REQUIREMENTS

5.1 REQUIREMENT FOR ASBESTOS MANAGEMENT PLAN

A workplace must have an asbestos management plan if asbestos or ACM has been identified or assumed to be present in the workplace.

R.429 A person with management or control of a workplace must ensure a written asbestos management plan is prepared for the workplace if asbestos or ACM has been identified or assumed present, or is likely to be present from time to time at the workplace.

The asbestos management plan must be maintained to ensure the information is up-to-date.

5.2 REVIEW OF ASBESTOS MANAGEMENT PLAN

The asbestos management plan must be reviewed at least every 5 years or sooner when there are changes to the asbestos register, the work environment or if requested by health and safety representatives in the workplace.

R.430 The person with management or control of the workplace must ensure the asbestos management plan is reviewed and, if necessary, revised at least once every five years or when:

- there is a review of the asbestos register or a control measure
- asbestos is removed from or disturbed, sealed or enclosed at the workplace
- the plan is no longer adequate for managing asbestos or ACM at the workplace
- a health and safety representative requests a review if they reasonably believe that any of the matters listed in the above points affects or may affect the health and safety of a member of their work group and the asbestos management plan was not adequately reviewed.

5.3 ACCESS TO ASBESTOS MANAGEMENT PLAN

The asbestos management plan must be readily accessible to any person who may undertake work at the workplace that this plan applies to.

R.429 The person with management or control of the workplace must ensure the asbestos management plan is readily accessible to:

- a worker who has carried out, carries out or intends to carry out work at the workplace
- health and safety representatives who represent workers that carry out or intend to carry out work at the workplace
- a person conducting a business or undertaking who has carried out, carries out or intends to carry out work at the workplace
- a person conducting a business or undertaking who has required, requires or intends to require work to be carried out at the workplace.

5.4 DUTY TO TRAIN WORKERS

Workers who may be required to carry out asbestos related work must be trained in the identification, safe handling and suitable control measures to undertake works.

R.39 A person conducting a business or undertaking 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.

R.445 A person conducting a business or undertaking must ensure workers who they reasonably believe may be involved in asbestos removal work in the workplace or the carrying out of asbestos-related work are trained in the identification, safe handling and suitable control measures for asbestos and ACM.

Duty holders or designated responsible personnel under this AMP must also receive training in its contents, how and when to use the plan, along with their responsibilities.

6 PROPERTY DESCRIPTION

36 Priest Street
This property has recently been refurbished and upgraded and comprises a mixture of improvements including:
Administration Building

Residential Accommodation/ Dormitories
These buildings comprise a masonry construction on a concrete slab. The roof is metal clad and has plasterboard ceilings. There is new vinyl flooring to the main rooms and tiled bathrooms to all.

Kitchen and Dining Facility
This building comprises a masonry construction on a concrete slab. The roof is metal clad and has plasterboard ceilings. There is new vinyl flooring to the main room.

Shed Converted into Administration facility with Storage / Workshop
The Administration section of this building comprises unlined painted concrete floors, plasterboard wall linings and suspended plasterboard tile ceiling. The Mezzanine floor comprises a timber floor over a steel structure. It is noted that there was a locked IT room on the mezzanine which could not be inspected. The mechanical ducting comprises new flexi-duct. There is an ablution facility located at the rear of the shed comprising a masonry constructed building with tiled floors over a concrete slab. The ceiling is plasterboard and it has a metal clad roof.
The workshop area of this shed has a concrete floor, a small metal lined secure room.
All hydraulic pipework found was not lagged. The mechanical ducting in the workshop could not be viewed due to the height of the ducting.

Demountable Building (Music Room)
The demountable building located at the rear of the property comprises a metal clad building with plasterboard ceilings and walls with a carpeted over a timber floor with a steel frame.

7 LIMITATIONS OF ASBESTOS MANAGEMENT PLAN

This plan provides recommendations on ACM locations based on assumptions which have been made. In sections of a building, materials assumed to be containing asbestos may have been removed or replaced by materials not containing asbestos over a period in the building's history prior to the implementation of this plan.

It should also be noted that due to the inaccessibility of many asbestos products, not all asbestos that may be present on the property during inspection will be described in this plan.

Asbestos is known to have been used in a range of 3,000 building products, the most common being in fibro cement products, vinyl flooring, electrical switchboards and insulation materials to hot water and steam pipes. However, asbestos can also be found in many other products located in inaccessible components of buildings, plant and equipment including in the following areas:

- Interior parts of air conditioning systems
- Wall cavities, slabs, underside of floors
- Interior workings of pumps and boilers
- Services, in ceiling or floor spaces or underground
- Wall "chased" lagged pipework
- Floor coverings subsequently overlaid
- Where asbestos products have been removed (eg vinyl floor coverings), then residue may exist under skirting boards and/or subsequently laid floor coverings.

It is important to note that this plan is not intended for use as a pre demolition or pre refurbishment survey. If demolition, significant alterations or refurbishment incorporating demolition is undertaken, a more intrusive inspection may be need to be requested through a qualified asbestos removal company.

Due to access limitations, not all areas of the building are able to be inspected including:

Locked IT Room on Mezzanine Floor
Limited ceiling spaces
Mechanical Ducts
Services behind walls
Materials behind existing walls

8 RESPONSIBILITIES UNDER THE ASBESTOS MANAGEMENT PLAN

Occupants of the building including management, senior staff or safety personnel are responsible for ensuring that the asbestos management plan is followed and maintained in accordance with the details in this plan. Some of the responsibilities include:

- Undertaking review as prescribed
- Educating / inducting all workers on its content and location
- Recording works on ACM affected by this plan
- Assisting in emergency response requirements
- Transferring Asbestos Management Plan and asbestos register to a new owner / occupier / designated responsible person

Designated responsible personnel are to sign the section below to acknowledge the requirements of the Asbestos Management Plan.

NAME	COMPANY TITLE/ROLE	DATE	SIGNATURE

8.1 CHANGES TO DELEGATED PERSONS

As personnel or tenants for the building that this plan applies to change; the new person/s delegated as responsible must add their own details to the list at the bottom, crossing out any inactive delegates and review this plan as per Monitoring and Review requirements.

9 IDENTIFICATION OF ASBESTOS HAZARDS

Identifying asbestos or ACM is the first step in managing the risk of exposure to asbestos in the workplace. A **competent person** will need to confirm the locations and presence of asbestos, unless the person with management or control of the workplace assumes that asbestos or ACM is present or not present. If asbestos is assumed to be present all requirements under this AMP must be met in relation to the assumed asbestos.

If it is assumed to be asbestos, it is considered to be asbestos for legal purposes. Once the presence and location of asbestos has been assumed:

- all requirements for managing asbestos must be followed until the material is removed or testing has confirmed that it is not or does not contain asbestos
- the workplace asbestos register must include all the presumptions made about materials in the workplace with a simple, generic statement such as, 'Roof sheeting is presumed to contain asbestos' or 'All underground conduits are presumed to contain asbestos.'

A competent person in relation to identification of asbestos includes:

- occupational hygienists who have experience with asbestos
- licensed asbestos assessors
- asbestos removal supervisors
- individuals who have a statement of attainment in the unit competency for asbestos assessors
- a person working for an organisation accredited by NATA under AS/NZS ISO/IEC 17020: 2000 General criteria for the operation of various types of bodies performing inspection for surveying asbestos.

9.1 FACTORS TO CONSIDER WHEN IDENTIFYING ASBESTOS

There are a number of factors that may be taken into account to identify or assume that asbestos is present in a workplace. These include:

When was the building constructed?	Asbestos was widely used as construction and insulation material in buildings until the late 1980s.
Were there any refurbishments or additions to the building prior to 31 December 2003?	Any refurbishment or extensions to the original building prior to 1990 may have involved the use of asbestos. Even if the original parts of the building did not contain asbestos, it should not be assumed that subsequent additions have no asbestos.
What type of material was used to construct the building?	The main construction materials used are made from timber, brick, steel and cement sheet. If cement sheet is present and was installed up until 1990, it is likely to contain asbestos bonded to the cement particles. For example, a roof made from corrugated cement sheeting is likely to contain asbestos. Areas of buildings that are prone to wet conditions may contain asbestos in the walls and floors due to its hardiness and waterproofing qualities compared to other materials. For example, bathrooms, toilets and laundries may have asbestos sheeting or vinyl tiles. Likewise, pipes throughout the building that carry water and sewage may also contain asbestos.
Talk to designers, manufacturers or suppliers of plant, or refer to design plans	Asbestos may be present in specific parts of the plant in a workplace as it was used in gasket and friction brake products. Despite a large reduction in its use, chrysotile asbestos was still being used in some specific applications until recent years, including rotary vane vacuum pumps and in gaskets for certain types of equipment. If there is plant that was designed, built and installed prior to 1 January 2004, the supplier, manufacturer or designer of the plant should be consulted to find out if asbestos is present and, if possible, obtain this advice in writing. If this is not possible, review the design plans and seek advice from an experienced engineer or plant designer. Quality assurance systems or checks should be in place to confirm whether asbestos is present.

Talk to workers who have worked at the workplace for a long time	Speaking with experienced workers will assist in the identification process as they may be aware of the history of the building, including its age, construction, renovation or repairs, and may know where asbestos is located in the workplace.
Visually inspect the workplace to identify asbestos, ACM and inaccessible areas	A thorough inspection of all areas of the workplace must be conducted, including all buildings, structures, ceiling spaces, cellars, shafts, storage areas and wall cavities. Material needs to be considered to contain asbestos unless proven otherwise if: • it cannot be identified • there is uncertainty as to whether it contains asbestos • it is inaccessible. The design plans for a building, structure, ship or plant may assist in identifying inaccessible areas, as would discussion with builders, architects, manufacturers of plant and maintenance workers. Knowledge of materials used in the construction of the building or experience and findings from inspections of similar sections of the building (or similar buildings) may also assist.
Take notes and photographs	Taking notes and photographs while the inspection is being conducted can assist in producing the asbestos register.

9.2 LICENSED ASBESTOS ASSESSOR SURVEY

Surveys of the properties known as 32,36 Priest St buildings have been conducted by a Licensed Asbestos Assessor. The survey/s included a risk assessment and recommendation for future control measures. Results from the survey/s are recorded in the Asbestos Register at Appendix A and any Sampling Results from a NATA Accredited Laboratory are listed in Appendix D.

Materials containing Asbestos have been photographed and outlined on Floor Plan(s) and can be viewed along with the Asbestos Register at Appendix A and are colour coded as follows:

E	EAVES	**C**	CEILING	**OM**	OTHER MATERIALS
WL	WALL LININGS	**FC**	FLOOR COVERINGS	**NV**	THIS MATERIAL COULD NOT BE TESTED AND MAY BE ASBESTOS – NOT VERIFIED

9.3 ASBESTOS SURVEY INFORMATION

This plan provides recommendations on ACM locations based on inspection and sampling. All samples are tested by a NATA accredited laboratory, with copies of the results attached at Appendix D.

Assumptions have been made that where a sample has been taken and a material looks similar, it will be illustrated as an ACM. In sections of a building, materials assumed to be containing asbestos may have been removed or replaced by materials not containing asbestos over a period in the building's history prior to the implementation of this plan.

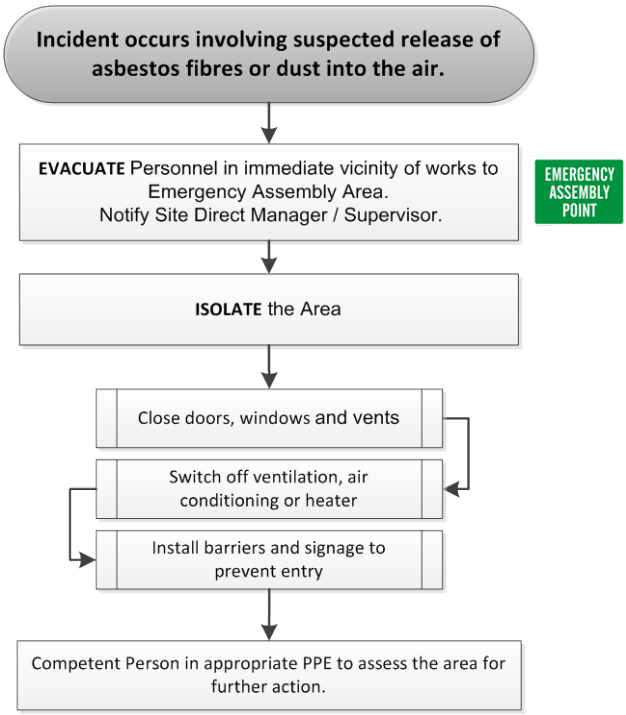
It should also be noted that due to the inaccessibility of many asbestos products, not all asbestos that may be present on the property during inspection will be described in this plan.

A more intrusive inspection will need to be requested prior to demolition, refurbishment or significant building alteration works.

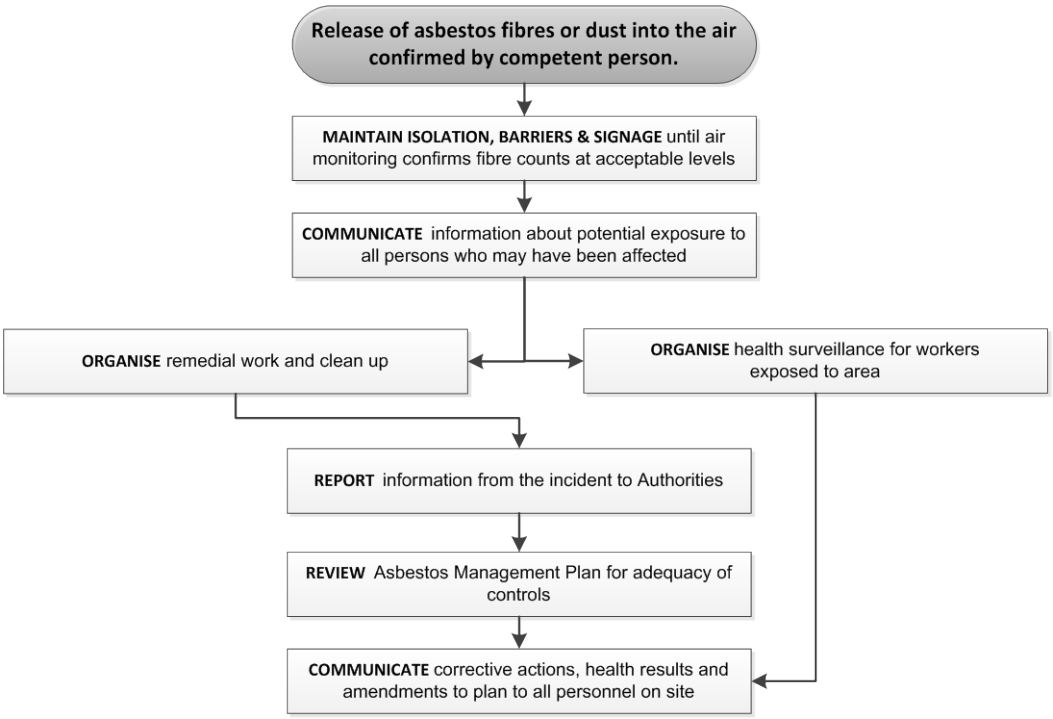
10 EMERGENCY RESPONSE REQUIREMENTS IF POTENTIAL ASBESTOS IS FOUND

10.1 EMERGENCY RESPONSE

- In case of an uncontrolled release of asbestos fibres into the workplace all persons must be kept away from the affected area.
- An adequate assessment by a competent person is required and the emergency action plan as follows should be carried out:



10.2 EMERGENCY RESPONSE FOLLOW UP ACTIONS



11 MONITORING AND REVIEW

The Asbestos Management Plan must be routinely monitored by the designated responsible personnel. A review must occur at least every 5 years or as deemed to be required. Review is required when:

- there are significant changes to the workplace or personnel
- alterations or renovations are planned
- an incident that may have damaged any asbestos or ACM present has occurred
- requested by workers or their health and safety representative

Review of the AMP is recorded in the revision schedule; any amendments must be noted in Sections Amended, along with the date. Review must encompass the Appendixes including the asbestos register.

When reviewing the Asbestos Register a visual inspection of the asbestos and ACM listed must be made to determine its condition. The asbestos register and associated appendix are then revised as appropriate.

Where changes have occurred in relation to condition, a risk assessment of the effectiveness of current controls is required. Where asbestos or ACM has deteriorated significantly since the last review, removal may be required.

Once the AMP review is completed, staff briefings and training on the changes to the plan is completed as per consultation, information sharing and training.

APPENDIX A – ASBESTOS REGISTER

ASBESTOS REGISTER

Address: 36 Priest St Alice Springs

SAMPLE NO	BUILDING	ROOM/AREA	MATERIAL DESCRIPTION	FRIABLE / NON-FRIABLE	CONDITION OF ASBESTOS	IS THIS AN INACCESSIBLE AREA	RISK RATING	CONTROL / RECOMMENDATION	ASBESTOS WARNING LABEL PRESENT?
No Materials Found Containing Asbestos									

PHOTOGRAPHS

		
36 Priest Street	**36 Priest Street**	**Shed/ Workshop**
		
Laundry	**Kitchen**	**Shed Office Area Mezzanine**