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ASBESTOS REGISTER

REGISTER NO.:	AS 3308
FOR THE PROPERTY AT:	Katherine Central NT Katherine Terrace / Savannah Way, Katherine, NT
CLIENT:	Centro Properties Group
REGISTER CONTROLLER:	Mr Phillip Worrall
BUILDING INSPECTOR:	Michael Allen
DATE INSPECTED:	7th December, 2010
ANNUAL UPDATE DUE:	* No Further Requirement

MANAGING ASBESTOS IN PLACE - MADE SIMPLE

HOW TO COMPLY WITH THE OCCUPATIONAL HEALTH SAFETY AND WELFARE REGULATIONS

- MANAGING YOUR RISK -

ISBN O 646 18311-3

CONTENTS

Reference : Asbestos Register Kit
Manual: OHS&W
Reference No: OHS&W/Policies/Asbestos in the workplace
Developed: 1993
Date of Review:: January 2004

INTRODUCTION

PREFACE

A visual inspection was carried out for the property to determine the extent of asbestos containing materials and the findings were compiled in this Asbestos Register.

The purpose of the register and any subsequent updates is to make everyone aware of the presence of asbestos so as to implement safe working procedures, consequently preventing/reducing the potential for owners, contractors, tenants, employers, employees and the public to be exposed to asbestos fibres.

HOW TO USE THIS REGISTER

Prior to commencing work or requiring access to an area the asbestos register is to be read to determine if work or access is required within the vicinity of asbestos containing material.

1. Section 1 provides drawings and a detailed location schedule. The drawing itself provides an easy reference to locate the approximate area of an asbestos containing item. Markers on the drawing indicate an asbestos containing item and are referenced by a letter or number directly to the location schedule which details the location, type, extent, condition, caution sign requirements, findings and hazard management recommendations (i.e. items marked with a letter indicate an external asbestos containing item of the building/property, numbered items indicate an internal item). Annual updates of the asbestos register also provide the latest findings and hazard management procedures.

2. Section 2 outlines the work/access procedures required prior to commencing work, including the recording of the work/access safe work methods as required by law. A procedure is included in this section in the event there is a discovery of previously unidentified material, as well as an emergency procedure in the case of accidental fibre release from any asbestos material.

3. Section 3 details the overall hazard management plan and procedures required to prevent (or minimise as far as reasonably practicable) the exposure to airborne asbestos fibres.

4. Section 4 provides valuable training information to understand the health effects, regulations, types of asbestos found in buildings, plant and equipment, and general history of asbestos.

5. Section 5 provides reference and general information.

6. Section 6 This section describes the sampling process, criteria and limitations of sampling and laboratory analysis. Laboratory sample analysis certificate(s) are attached where applicable.

Be aware that previously unidentified asbestos containing materials maybe encountered in the building or property when carrying out demolition, excavation, building works, or accessing ceiling, confined, inaccessible, or inconspicuous areas. In this situation stop work, notify the register controller/building manager and implement a safe work procedure immediately. As a precaution, the wearing of suitable respiratory protection is recommended when entering any ceiling, confined, previously inaccessible, or inconspicuous area.

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INTRODUCTION

CONSTRAINTS OF AN ASBESTOS REGISTER

The presence of asbestos located in a building or plant and equipment must be determined visually, as there is no instrument currently available for this purpose.

Building owners are not required to dismantle parts of the building or plant to locate asbestos; the regulation is aimed at identifying any significant risk to persons. If it is intended to demolish or alter such areas, and concealed/unknown asbestos is uncovered/detected, revised safe work practices are to be implemented.

In general, it may be impossible to locate all asbestos during the conduct of a visual inspection. Physical constraints upon an inspection include, but are not limited to, restrictions on access to lift shafts / motor rooms, air conditioning ductworks, During an inspection, there is a need to avoid damage to client's property (eg through sample taking) and to minimise disruption (eg dismantling equipment), and inconvenience.

The inspection was carried out in areas where access was available. Unless otherwise indicated floor coverings were not taken up to enable inspection of floor surfaces. Equipment in use was not disturbed or opened for the purpose of inspection. Air-conditioning systems, heater banks and associated ductwork has not been inspected.

In some instances asbestos may be located in inaccessible areas such as wall cavities, beneath floor slabs, or as an integral part of machinery, plant or equipment (pumps, pipe work, boilers, heater banks, ductwork and the like). Buried fibro asbestos pipes or pits may also be discovered upon excavation.

Confirmation of lagged pipe work within wall cavities and chased into walls is not possible with a visual inspection. Asbestos that was previously removed from an area may have fallen down cavities due to inadequate removal procedures and clean-up. This should be taken into consideration when any demolition or upgrade work is being done as it is possible that asbestos containing material may be present in these areas.

Unless noted otherwise, samples were not taken of those products which have previously been known to contain asbestos, eg, "Zelemite" electrical switchboard panels and "Millboard" insulation to wiring (items installed in live electrical situations).

Notes: Any references in this report to materials other than asbestos are not to be taken as necessarily accurate, since identification of such materials is not included within the scope of this report. References to "Colorbond", "PVC", "Rockwool", "Gyprock"', etc are intended to be an approximate indication only of the type of material present based on cursory observation. The purpose of including references to such materials is primarily to assist the author in compiling the report and secondly to provide a more descriptive report.

QUALIFICATIONS

No section, or part of a section of this register should be taken as giving an overall idea of this report. Each section is to be read in conjunction with the whole of this report including its appendices, attachments and referred documents.
No information contained within this report may be considered to modify or alter the guidelines set down by the relevant South Australian Legislation.
Measurements and quantities mentioned in this report are approximate only.
This report is not to be used as a contractual document.
No guarantees can be entered into regarding the accuracy or completeness of this report.
The information contained herein is accurate at the time of printing only. Subsequent updates become the responsibility of the register controller.
A reference in this register to the regulations, a Code of Practice, a Guidance Note or Guideline will be taken as a reference to that document as in force at that time.

A reference in this register to the owner of a building will be taken to include a reference to any person appointed by the owner to manage the building on his or her behalf.

Reference : Asbestos Register Kit
Manual: OHS&W
Reference No: OHS&W/Policies/Asbestos in the workplace
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SECTION 1 SITE INSPECTION AND PROPERTY DETAILS

This section includes:

1.1 The Register Drawing
This identifies visible asbestos containing products on the property.

1.2 The Asbestos Location Schedule
This describes the items depicted on the Register Drawing including location, approximate quantity, type, condition, caution sign requirements, and hazard management recommendations.

1.3 Subsequent Annual Updates/Audits
This provides the latest hazard management recommendations and compliance requirements to the regulations.
Annual updates and amendments to be filed on top of location schedule in date order. The register drawing should be amended each update and should remain on top of the latest update information. Superseded information to be marked accordingly and maintained for historical purposes for a period of 40 years as required by the regulations.

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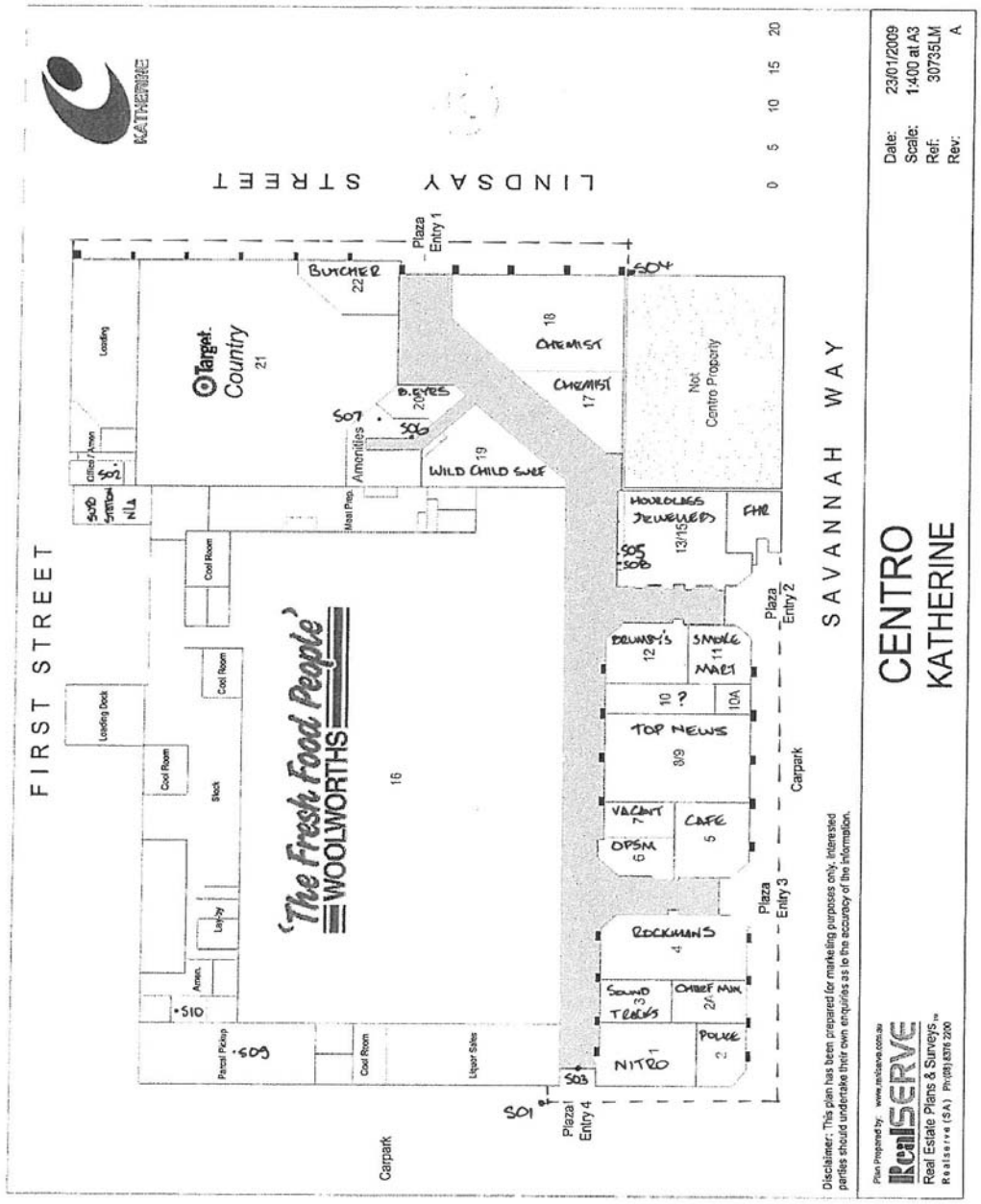
SECTION 1 SITE INSPECTION AND PROPERTY DETAILS

1.1 REGISTER DRAWING **Register No.: AS3308** **Property: Katherine Central NT**



LEGEND: **This drawing is indicative only, not to scale and is to be read in conjunction with register.**

X = designates ceiling access point

(A.) = letters indicate location of external asbestos containing materials, refer to asbestos register location schedule

(1.) = no.'s indicate location of internal asbestos containing materials, refer to asbestos register location schedule

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SECTION 1.2 LOCATION SCHEDULE

BUILDING – KATHERINE CENTRAL NT

DESCRIPTION –

Externally - Masonry brick/block construction / steel framed construction, sheet-metal and cement sheet verandah and façade linings, profiled sheet metal roof cladding.

Internally - Concrete slab floor, solid and stud partition walls, plasterboard / mdf and cement sheet wall linings, fibre cement, plasterboard and suspended ceiling linings. Ceramic and vinyl floor coverings.

Wet areas - amenities consisted of solid / partition construction with fibre cement thicksheet partitions, cement sheet ceilings and ceramic tiles to floor and part walls.

Ceiling Inspections: Limited ceiling inspection(s) were accessible from random location(s) revealed (assume similar construction throughout):
4 main inspection points throughout the building were above suspended ceilings in vacant tenancy 7, from open ceiling area in mall area cleaners store and open rear ceiling space sections of Woolworths and Target stores - Typical perimeter building construction is besser block walls, tops of metal studwork, non-insulated structural steel 'I' beams, steel 'z' roofing purlins, underside of glass fibre insulation blanket directly beneath sheet-metal roof, pvc downpipes, sheet-metal air-conditioning ductwork all assumed typical throughout. No inspection to ceiling spaces of individual tenancies due to access restrictions at time of inspection.
No visible fire-proofing / insulation detected to structural steel beams at point of inspection.

SPECIFIC NOTES.

No asbestos visible to main electrical switchboard cabinets in amenities area and No asbestos visible to tenancy individual sheet metal distribution board cabinets.
No asbestos visible to external of roof mounted refrigerated air-conditioning units, no internal inspection.
No asbestos visible to the externals of the hot water service units.
No asbestos visible to fire services, inspection to fire services main / pipework - access inaccessible gaskets with caution as may contain asbestos.

There appeared to be two distinct sections of the building construction at different ages wit similar materials - being the Woolworths and main plaza / mall section tenancies 1 to 16, and then the Target section tenancies 17 to 22.

Information provided by property manager suggested that the original construction was late 1980's early 1990's with a major re-build of the complex following the 1999 Katherine floods. It was also provided that the Woolworths tenancy had undergone a full refurbishment 2005.
A statement / document was also provided at Target contractors check-in point that stated the building was constructed in 2002 and that no asbestos products should be on-site which was used as reference for this survey.

Inspection performed and register created as part of Centro Properties Group 'Asbestos Requirements' May 2010, noting that as no asbestos detected then no priority ratings have been included in this report.

*** As no visible asbestos noted as part of this inspection and no asbestos detected from 10 samples taken throughout the property there is no further requirement to re-inspect and update this asbestos register however this document must be maintained on-site in the event of request by sub-contractors, visitors or OH&S representatives as evidence of compliance. The register is to be consulted for procedures in the event of discovery of a suspect asbestos containing material, all suspect materials are to be treated as asbestos unless confirmed otherwise by sample analysis.**

A general awareness compliance sign was installed on the electrical cabinet within the cleaners storeroom accessed off the mall / plaza.

SECTION 1.2 LOCATION SCHEDULE

LOCATION - DESCRIPTION	EXTENT	ASBESTOS ASSESSMENT	CONDITION	SAMPLE NO VISUAL TEST	SIGNAGE STATUS
A. External, Front and side elevations, verandah perimeter façade lining – fibre cement sheeting. (strip painted yellow).	Approx 100m x 500mm	No asbestos detected	-	Sample no. 01/MA/071210	-
SURVEY FINDINGS and HAZARD MANAGEMENT RECOMMENDATIONS					
No asbestos detected upon laboratory analysis of sample.					

LOCATION - DESCRIPTION	EXTENT	ASBESTOS ASSESSMENT	CONDITION	SAMPLE NO VISUAL TEST	SIGNAGE STATUS
B. External, Mall / Plaza entries, infill lining above doors / sign panel - fibre cement sheeting. (strip painted yellow).	Approx 5m^2 per entry x4.	No asbestos detected	-	Sample no. 03/MA/071210	-
SURVEY FINDINGS and HAZARD MANAGEMENT RECOMMENDATIONS					
No asbestos detected upon laboratory analysis of sample.					

LOCATION - DESCRIPTION	EXTENT	ASBESTOS ASSESSMENT	CONDITION	SAMPLE NO VISUAL TEST	SIGNAGE STATUS
C. External, Target Country façade cladding and verandah end wall cladding on building corners – thicksheet, – fibre cement sheeting.	Approx 100m^2	No asbestos detected	-	Sample no. 04/MA/071210	-
SURVEY FINDINGS and HAZARD MANAGEMENT RECOMMENDATIONS					
No asbestos detected upon laboratory analysis of sample.					

SECTION 1.2 LOCATION SCHEDULE

LOCATION - DESCRIPTION	EXTENT	ASBESTOS ASSESSMENT	CONDITION	SAMPLE NO VISUAL TEST	SIGNAGE STATUS
D. External, Front elevation 'Woolworths' signage panel façade cladding above verandah- fibre cement sheeting.	Approx 30m^2	Presumed Non-Asbestos	-	Visual – similar to sample no. 01/MA/071210	-

SURVEY FINDINGS and HAZARD MANAGEMENT RECOMMENDATIONS

No asbestos detected upon laboratory analysis of visually similar sample. Due to visually similar composition of material to sample number 01/MA/071210 and given the age of construction, presumed non-asbestos material.

LOCATION - DESCRIPTION	EXTENT	ASBESTOS ASSESSMENT	CONDITION	SAMPLE NO VISUAL TEST	SIGNAGE STATUS
E. External, rear elevation 'Target Country - goods receiving' entry porch lining - fibre cement sheeting.	Approx 1m^2	Presumed Non-Asbestos	-	Visual – similar to sample no. 01/MA/071210	-

SURVEY FINDINGS and HAZARD MANAGEMENT RECOMMENDATIONS

No asbestos detected upon laboratory analysis of visually similar sample. Due to visually similar composition of material to sample number 01/MA/071210 and given the age of construction, presumed non-asbestos material.

LOCATION - DESCRIPTION	EXTENT	ASBESTOS ASSESSMENT	CONDITION	SAMPLE NO VISUAL TEST	SIGNAGE STATUS
F. External, Front and side entry to mall / plaza, verandah columns – cement based circular column.	Columns, approx. 3m high, 400mm diameter	No asbestos visible	-	Visual	-

SURVEY FINDINGS and HAZARD MANAGEMENT RECOMMENDATIONS

Inspection of column at front elevation mall plaza entry 2, solid column detected at top of column. Note it was common to use concrete filled fibre cement pipes for this purpose, hence inspected at top of column revealed no fibre cement, presumed this column typical of others.

SECTION 1.2 LOCATION SCHEDULE

LOCATION - DESCRIPTION	EXTENT	ASBESTOS ASSESSMENT	CONDITION	SAMPLE NO VISUAL TEST	SIGNAGE STATUS
1. Internal, Tenancy 1 'Nitro' construction and fit-out – No asbestos containing materials visible.	-	No asbestos visible	-	Visual	-

SURVEY FINDINGS and HAZARD MANAGEMENT RECOMMENDATIONS

No asbestos visible upon inspection. Fit-out consisted of timber / plasterboard walls, (some over solid masonry, some on stud partition walls) 600mm square plasterboard ceiling tiles suspended in aluminium grid, concrete floor slab. No asbestos visible to sheet-metal electrical distribution board. Typical perimeter building construction is besser block walls, ceiling space inspections at random revealed non-insulated structural steel 'I' beams, steel 'z' roofing purlins, underside of glass fibre insulation blanket directly beneath sheet-metal roof, pvc downpipes. No inspection to ceiling space in this tenancy due to inaccessibility.

LOCATION - DESCRIPTION	EXTENT	ASBESTOS ASSESSMENT	CONDITION	SAMPLE NO VISUAL TEST	SIGNAGE STATUS
2. Internal, Tenancy 2 'NT Police' construction and fit-out – No asbestos containing materials visible.	-	No asbestos visible	-	Visual	-

SURVEY FINDINGS and HAZARD MANAGEMENT RECOMMENDATIONS

No asbestos visible upon inspection. Fit-out consisted of plasterboard walls, 600mm square plasterboard ceiling tiles suspended in aluminium grid, carpet and lino on concrete floor slab. Typical perimeter building construction is besser block walls, ceiling space inspections at random revealed non-insulated structural steel 'I' beams, steel 'z' roofing purlins, underside of glass fibre insulation blanket directly beneath sheet-metal roof, pvc downpipes. No inspection to ceiling space in this tenancy due to inaccessibility.

LOCATION - DESCRIPTION	EXTENT	ASBESTOS ASSESSMENT	CONDITION	SAMPLE NO VISUAL TEST	SIGNAGE STATUS
3. Internal, Tenancy 2a 'Office of the Chief Minister' construction and fit-out – No Access provided for inspection.	-	-	Inaccessible	Visual	-

SURVEY FINDINGS and HAZARD MANAGEMENT RECOMMENDATIONS

No access provided for inspection, no tenant available during 6th & 7th December 2010. Based upon age of construction of other adjoining areas and sample results obtained, presumed no asbestos used in the construction / fit-out.

SECTION 1.2 LOCATION SCHEDULE

LOCATION - DESCRIPTION	EXTENT	ASBESTOS ASSESSMENT	CONDITION	SAMPLE NO VISUAL TEST	SIGNAGE STATUS
4. Internal, Tenancy 3 'Soundtracks' construction and fit-out – No asbestos containing materials visible.	-	No asbestos visible	-	Visual	-

SURVEY FINDINGS and HAZARD MANAGEMENT RECOMMENDATIONS

No asbestos visible upon inspection. Fit-out consisted of plasterboard walls, 600mm square plasterboard ceiling tiles suspended in aluminium grid, carpet and ceramic tiles on concrete floor slab. Typical perimeter building construction is besser block walls, ceiling space inspections at random revealed non-insulated structural steel 'I' beams, steel 'z' roofing purlins, underside of glass fibre insulation blanket directly beneath sheet-metal roof, pvc downpipes, assumed typical throughout. No inspection to ceiling space in this tenancy due to inaccessibility.

LOCATION - DESCRIPTION	EXTENT	ASBESTOS ASSESSMENT	CONDITION	SAMPLE NO VISUAL TEST	SIGNAGE STATUS
5. Internal, Tenancy 4 'Rockmans' construction and fit-out – No asbestos containing materials visible.	-	No asbestos visible	-	Visual	-

SURVEY FINDINGS and HAZARD MANAGEMENT RECOMMENDATIONS

No asbestos visible upon inspection. Fit-out consisted of mdf timber and plasterboard walls, 600mm square plasterboard ceiling tiles suspended in aluminium grid, carpet and ceramic tiles on concrete floor slab. Typical perimeter building construction is besser block walls, ceiling space inspections at random revealed non-insulated structural steel 'I' beams, steel 'z' roofing purlins, underside of glass fibre insulation blanket directly beneath sheet-metal roof, pvc downpipes, assumed typical throughout. No inspection to ceiling space in this tenancy due to inaccessibility.

LOCATION - DESCRIPTION	EXTENT	ASBESTOS ASSESSMENT	CONDITION	SAMPLE NO VISUAL TEST	SIGNAGE STATUS
6. Internal, Tenancy 5 'Cafe' construction and fit-out – No asbestos containing materials visible.	-	No asbestos visible	-	Visual	-

SURVEY FINDINGS and HAZARD MANAGEMENT RECOMMENDATIONS

No asbestos visible upon inspection. Fit-out consisted of plasterboard walls, 600mm square plasterboard ceiling tiles suspended in aluminium grid, carpet and ceramic tiles on concrete floor slab. Typical perimeter building construction is besser block walls, ceiling space inspections at random revealed non-insulated structural steel 'I' beams, steel 'z' roofing purlins, underside of glass fibre insulation blanket directly beneath sheet-metal roof, pvc downpipes, assumed typical throughout. No inspection to ceiling space in this tenancy due to inaccessibility.

No Photograph

SECTION 1.2 LOCATION SCHEDULE

LOCATION - DESCRIPTION	EXTENT	ASBESTOS ASSESSMENT	CONDITION	SAMPLE NO VISUAL TEST	SIGNAGE STATUS
7. Internal, Tenancy 6 'OPSM' construction and fit-out – No asbestos containing materials visible.	-	No asbestos visible	-	Visual	-

SURVEY FINDINGS and HAZARD MANAGEMENT RECOMMENDATIONS

No asbestos visible upon inspection. Fit-out consisted of plasterboard walls, 600mm square plasterboard ceiling tiles suspended in aluminium grid, carpet and ceramic tiles on concrete floor slab. Typical perimeter building construction is besser block walls, ceiling space inspections at random revealed non-insulated structural steel 'I' beams, steel 'z' roofing purlins, underside of glass fibre insulation blanket directly beneath sheet-metal roof, pvc downpipes, assumed typical throughout. No inspection to ceiling space in this tenancy due to inaccessibility.

LOCATION - DESCRIPTION	EXTENT	ASBESTOS ASSESSMENT	CONDITION	SAMPLE NO VISUAL TEST	SIGNAGE STATUS
8. Internal, Tenancy 7 'Vacant' construction and fit-out – No asbestos containing materials visible.	-	No asbestos visible	-	Visual	-

SURVEY FINDINGS and HAZARD MANAGEMENT RECOMMENDATIONS

Old photo shop. No asbestos visible upon inspection. Fit-out consisted of plasterboard walls, 600mm square plasterboard ceiling tiles suspended in aluminium grid, ceramic tiles on concrete floor slab. Typical perimeter building construction is besser block walls. As tenancy vacant ceiling inspection performed - ceiling space inspections revealed non-insulated structural steel 'I' beams, steel 'z' roofing purlins, underside of glass fibre insulation blanket directly beneath sheet-metal roof, pvc downpipes, assumed typical throughout.

LOCATION - DESCRIPTION	EXTENT	ASBESTOS ASSESSMENT	CONDITION	SAMPLE NO VISUAL TEST	SIGNAGE STATUS
9. Internal, Tenancy 8/9 'Top News' construction and fit-out – No asbestos containing materials visible.	-	No asbestos visible	-	Visual	-

SURVEY FINDINGS and HAZARD MANAGEMENT RECOMMENDATIONS

No asbestos visible upon inspection. Fit-out consisted of plasterboard walls, 600mm square plasterboard ceiling tiles suspended in aluminium grid, carpet and ceramic tiles on concrete floor slab. Typical perimeter building construction is besser block walls, ceiling space inspections at random revealed non-insulated structural steel 'I' beams, steel 'z' roofing purlins, underside of glass fibre insulation blanket directly beneath sheet-metal roof, pvc downpipes, assumed typical throughout. No inspection to ceiling space in this tenancy due to inaccessibility.

SECTION 1.2 LOCATION SCHEDULE

LOCATION - DESCRIPTION	EXTENT	ASBESTOS ASSESSMENT	CONDITION	SAMPLE NO VISUAL TEST	SIGNAGE STATUS
10. Internal, Tenancy 10/10a – assumed to be part of tenancy 12 Brumby's – No asbestos visible.	-	No asbestos visible	-	Visual	-

SURVEY FINDINGS and HAZARD MANAGEMENT RECOMMENDATIONS

No asbestos visible upon inspection. Fit-out consisted of sandwich panel cold rooms fitted out within plasterboard walls, 600mm square plasterboard ceiling tiles suspended in aluminium grid, vinyl and ceramic tiles on concrete floor slab. Typical perimeter building construction is besser block walls, ceiling space inspections at random revealed non-insulated structural steel 'I' beams, steel 'z' roofing purlins, underside of glass fibre insulation blanket directly beneath sheet-metal roof, pvc downpipes, assumed typical throughout. No inspection to ceiling space in this tenancy due to inaccessibility.

LOCATION - DESCRIPTION	EXTENT	ASBESTOS ASSESSMENT	CONDITION	SAMPLE NO VISUAL TEST	SIGNAGE STATUS
11. Internal, Tenancy 11 'Smoke Mart' construction and fit-out – No asbestos containing materials visible.	-	No asbestos visible	-	Visual	-

SURVEY FINDINGS and HAZARD MANAGEMENT RECOMMENDATIONS

No asbestos visible upon inspection. Fit-out consisted of plasterboard walls, 600mm square plasterboard ceiling tiles suspended in aluminium grid, carpet and ceramic tiles on concrete floor slab. Typical perimeter building construction is besser block walls, ceiling space inspections at random revealed non-insulated structural steel 'I' beams, steel 'z' roofing purlins, underside of glass fibre insulation blanket directly beneath sheet-metal roof, pvc downpipes, assumed typical throughout. No inspection to ceiling space in this tenancy due to inaccessibility.

LOCATION - DESCRIPTION	EXTENT	ASBESTOS ASSESSMENT	CONDITION	SAMPLE NO VISUAL TEST	SIGNAGE STATUS
12. Internal, Tenancy 12 'Brumby's' construction and fit-out – No asbestos containing materials visible.	-	No asbestos visible	-	Visual	-

SURVEY FINDINGS and HAZARD MANAGEMENT RECOMMENDATIONS

No asbestos visible upon inspection. Fit-out consisted of plasterboard walls, 600mm square plasterboard ceiling tiles suspended in aluminium grid, carpet and ceramic tiles on concrete floor slab. Typical perimeter building construction is besser block walls, ceiling space inspections at random revealed non-insulated structural steel 'I' beams, steel 'z' roofing purlins, underside of glass fibre insulation blanket directly beneath sheet-metal roof, pvc downpipes, assumed typical throughout. No inspection to ceiling space in this tenancy due to inaccessibility.

SECTION 1.2 LOCATION SCHEDULE

LOCATION - DESCRIPTION	EXTENT	ASBESTOS ASSESSMENT	CONDITION	SAMPLE NO VISUAL TEST	SIGNAGE STATUS
13. Internal, Tenancy 13/15 'Hourglass Jewellers' construction and fit-out – No asbestos containing materials visible.	-	No asbestos visible	-	Visual	-

SURVEY FINDINGS and HAZARD MANAGEMENT RECOMMENDATIONS

No asbestos visible upon inspection. Fit-out consisted of plasterboard walls, 600mm square plasterboard ceiling tiles suspended in aluminium grid, carpet and ceramic tiles on concrete floor slab. Typical perimeter building construction is besser block walls, ceiling space inspections at random revealed non-insulated structural steel 'I' beams, steel 'z' roofing purlins, underside of glass fibre insulation blanket directly beneath sheet-metal roof, pvc downpipes, assumed typical throughout. No inspection to ceiling space in this tenancy due to inaccessibility.

LOCATION - DESCRIPTION	EXTENT	ASBESTOS ASSESSMENT	CONDITION	SAMPLE NO VISUAL TEST	SIGNAGE STATUS
14. Internal, Tenancy 16 'Woolworths', liquor store floor coverings throughout shop – Vinyl Tiles (300mm square, off-white colour).	Approx 5m^2 per entry x4.	No asbestos detected	-	Sample no. 09/MA/071210	-

SURVEY FINDINGS and HAZARD MANAGEMENT RECOMMENDATIONS

Damage noted at coldroom doorway and fenced area. No asbestos detected upon laboratory analysis of sample.

LOCATION - DESCRIPTION	EXTENT	ASBESTOS ASSESSMENT	CONDITION	SAMPLE NO VISUAL TEST	SIGNAGE STATUS
14. Internal, Tenancy 16 'Woolworths', staff amenities toilet partitions – fibre cement thicksheet.	Approx 20m^2	No asbestos detected	-	Sample no. 10/MA/071210	-

SURVEY FINDINGS and HAZARD MANAGEMENT RECOMMENDATIONS

Damage noted at coldroom doorway and fenced area. No asbestos detected upon laboratory analysis of sample.

SECTION 1.2 LOCATION SCHEDULE

LOCATION - DESCRIPTION	EXTENT	ASBESTOS ASSESSMENT	CONDITION	SAMPLE NO VISUAL TEST	SIGNAGE STATUS
15. Internal, Tenancy 16 'Woolworths', mezzanine area main plantroom air-conditioning plant & equipment – gaskets, compressed fibre compound material.	-	Possible Asbestos Content	Inaccessible	Visual	-

SURVEY FINDINGS and HAZARD MANAGEMENT RECOMMENDATIONS

Plant and equipment not dismantled for inspection. It is possible for asbestos gaskets to be integral as part of machinery (possible head gaskets etc), whilst none visible, access with caution if dismantling. Treat all gaskets (other than rubber or cork) as asbestos containing unless confirmed otherwise by sample analysis.

Note non-asbestos containing fire doors detected to plantroom entry with tagged date of manufacture 2xxx.

LOCATION - DESCRIPTION	EXTENT	ASBESTOS ASSESSMENT	CONDITION	SAMPLE NO VISUAL TEST	SIGNAGE STATUS
16. Internal, Tenancy 16 'Woolworths', loading dock generator plant & equipment – gaskets, compressed fibre compound material.	-	Possible Asbestos Content	Inaccessible	Visual	-

SURVEY FINDINGS and HAZARD MANAGEMENT RECOMMENDATIONS

Plant and equipment not dismantled for inspection. It is possible for asbestos gaskets to be integral as part of machinery (possible head gaskets etc), whilst none visible, access with caution if dismantling. Treat all gaskets (other than rubber or cork) as asbestos containing unless confirmed otherwise by sample analysis.

LOCATION - DESCRIPTION	EXTENT	ASBESTOS ASSESSMENT	CONDITION	SAMPLE NO VISUAL TEST	SIGNAGE STATUS
17. Internal, Tenancy 16 'Woolworths' mezzanine level plantroom entry fire rated doors – internal insulating core.	-	No asbestos visible	-	Visual	-

SURVEY FINDINGS and HAZARD MANAGEMENT RECOMMENDATIONS

No asbestos visible upon inspection. Note non-asbestos containing fire doors detected to plantroom entry with tagged date of manufacture 2000.

SECTION 1.2 LOCATION SCHEDULE

LOCATION - DESCRIPTION	EXTENT	ASBESTOS ASSESSMENT	CONDITION	SAMPLE NO VISUAL TEST	SIGNAGE STATUS
18. Internal, Tenancy 17/18 'Chemist' construction and fit-out – No asbestos containing materials visible.	-	No asbestos visible	-	Visual	-

SURVEY FINDINGS and HAZARD MANAGEMENT RECOMMENDATIONS

No asbestos visible upon inspection. Fit-out consisted of mdf / plasterboard walls, 600mm square plasterboard ceiling tiles suspended in aluminium grid, vinyl and ceramic tiles on concrete floor slab. Typical perimeter building construction is besser block walls, ceiling space inspections at random revealed non-insulated structural steel 'I' beams, steel 'z' roofing purlins, underside of glass fibre insulation blanket directly beneath sheet-metal roof, pvc downpipes, assumed typical throughout. No inspection to ceiling space in this tenancy due to inaccessibility.

LOCATION - DESCRIPTION	EXTENT	ASBESTOS ASSESSMENT	CONDITION	SAMPLE NO VISUAL TEST	SIGNAGE STATUS
19. Internal, Tenancy 19 'Wild Child Surf Shop' construction and fit-out – No asbestos containing materials visible.	-	No asbestos visible	-	Visual	-

SURVEY FINDINGS and HAZARD MANAGEMENT RECOMMENDATIONS

No asbestos visible upon inspection. Fit-out consisted of plasterboard walls, 600mm square plasterboard ceiling tiles suspended in aluminium grid, carpet and ceramic tiles on concrete floor slab. Typical perimeter building construction is besser block walls, ceiling space inspections at random revealed non-insulated structural steel 'I' beams, steel 'z' roofing purlins, underside of glass fibre insulation blanket directly beneath sheet-metal roof, pvc downpipes, assumed typical throughout. No inspection to ceiling space in this tenancy due to inaccessibility.

LOCATION - DESCRIPTION	EXTENT	ASBESTOS ASSESSMENT	CONDITION	SAMPLE NO VISUAL TEST	SIGNAGE STATUS
20. Internal, Tenancy 20 'Bright Eyes Sunglasses' construction and fit-out – No asbestos containing materials visible.	-	No asbestos visible	-	Visual	-

SURVEY FINDINGS and HAZARD MANAGEMENT RECOMMENDATIONS

No asbestos visible upon inspection. Fit-out consisted of plasterboard walls, 600mm square plasterboard ceiling tiles suspended in aluminium grid, carpet and ceramic tiles on concrete floor slab. Typical perimeter building construction is besser block walls, ceiling space inspections at random revealed non-insulated structural steel 'I' beams, steel 'z' roofing purlins, underside of glass fibre insulation blanket directly beneath sheet-metal roof, pvc downpipes, assumed typical throughout. No inspection to ceiling space in this tenancy due to inaccessibility.

SECTION 1.2 LOCATION SCHEDULE

LOCATION - DESCRIPTION	EXTENT	ASBESTOS ASSESSMENT	CONDITION	SAMPLE NO VISUAL TEST	SIGNAGE STATUS
21. Internal, Tenancy 21 'Target Country' construction and fit-out – No asbestos containing materials visible.	-	No asbestos visible	-	Visual	-

SURVEY FINDINGS and HAZARD MANAGEMENT RECOMMENDATIONS

No asbestos visible upon inspection. Fit-out consisted of plasterboard walls, 600mm square plasterboard ceiling tiles suspended in aluminium grid, carpet and ceramic tiles on concrete floor slab. Typical perimeter building construction is besser block walls, ceiling space inspections at random revealed non-insulated structural steel 'I' beams, steel 'z' roofing purlins, underside of glass fibre insulation blanket directly beneath sheet-metal roof, pvc downpipes, assumed typical throughout. No inspection to ceiling space in this tenancy due to inaccessibility.

LOCATION - DESCRIPTION	EXTENT	ASBESTOS ASSESSMENT	CONDITION	SAMPLE NO VISUAL TEST	SIGNAGE STATUS
22. Internal, Tenancy 21 'Target Country' staff amenities / kitchen wall linings – fibre cement sheeting.	-	No asbestos visible	-	Visual	-

SURVEY FINDINGS and HAZARD MANAGEMENT RECOMMENDATIONS

Item was visually identified at top edge of stud wall from within ceiling space as 'villaboard' fibre cement sheet consistent with wall linings detected in cleaners storeroom, assumed to be similar material and age of construction. As no asbestos detected to this other sheeting it was presumed to be the same.

LOCATION - DESCRIPTION	EXTENT	ASBESTOS ASSESSMENT	CONDITION	SAMPLE NO VISUAL TEST	SIGNAGE STATUS
23. Internal, Tenancy 21 'Target Country' staff amenities / kitchen floor coverings - Vinyl Tiles.	-	No asbestos detected	-	Sample no. 02/MA/071210	-

SURVEY FINDINGS and HAZARD MANAGEMENT RECOMMENDATIONS

No asbestos detected upon laboratory analysis of sample.

SECTION 1.2 LOCATION SCHEDULE

LOCATION - DESCRIPTION	EXTENT	ASBESTOS ASSESSMENT	CONDITION	SAMPLE NO VISUAL TEST	SIGNAGE STATUS
24. Internal, Tenancy 22 'Butchers' construction and fit-out – No asbestos containing materials visible.	-	No asbestos visible	-	Visual	-

SURVEY FINDINGS and HAZARD MANAGEMENT RECOMMENDATIONS

No asbestos visible upon inspection. Fit-out consisted of plasterboard walls, 600mm square plasterboard ceiling tiles suspended in aluminium grid, carpet and ceramic tiles on concrete floor slab. Typical perimeter building construction is besser block walls, ceiling space inspections at random revealed non-insulated structural steel 'I' beams, steel 'z' roofing purlins, underside of glass fibre insulation blanket directly beneath sheet-metal roof, pvc downpipes, assumed typical throughout. No inspection to ceiling space in this tenancy due to inaccessibility.

LOCATION - DESCRIPTION	EXTENT	ASBESTOS ASSESSMENT	CONDITION	SAMPLE NO VISUAL TEST	SIGNAGE STATUS
25. Internal, Amenities, cleaners store, and toilets ceiling linings – fibre cement sheeting.	Approx 50m^2 visible	No asbestos detected	-	Sample no. 06/MA/071210	-

SURVEY FINDINGS and HAZARD MANAGEMENT RECOMMENDATIONS

No asbestos detected upon laboratory analysis of sample.

LOCATION - DESCRIPTION	EXTENT	ASBESTOS ASSESSMENT	CONDITION	SAMPLE NO VISUAL TEST	SIGNAGE STATUS
26. Internal, Amenities, male and female toilets dividing partitions – fibre cement thicksheet.	Approx 20m^2 visible	No asbestos detected	-	Sample no. 07/MA/071210	-

SURVEY FINDINGS and HAZARD MANAGEMENT RECOMMENDATIONS

No asbestos detected upon laboratory analysis of sample.

SECTION 1.2 LOCATION SCHEDULE

LOCATION - DESCRIPTION	EXTENT	ASBESTOS ASSESSMENT	CONDITION	SAMPLE NO VISUAL TEST	SIGNAGE STATUS
27. Internal, Mall / Plaza cleaners storeroom wall linings - fibre cement sheeting.	Approx 20m^2 visible	No asbestos detected	-	Sample no. 08/MA/071210	-
SURVEY FINDINGS and HAZARD MANAGEMENT RECOMMENDATIONS					
No asbestos detected upon laboratory analysis of sample.					

LOCATION - DESCRIPTION	EXTENT	ASBESTOS ASSESSMENT	CONDITION	SAMPLE NO VISUAL TEST	SIGNAGE STATUS
28. Internal, Mall / Plaza ceiling linings sampled from adjacent cleaners storeroom - fibre cement sheeting.	Approx 20m^2 visible	No asbestos detected	-	Sample no. 05/MA/071210	-
SURVEY FINDINGS and HAZARD MANAGEMENT RECOMMENDATIONS					
No asbestos detected upon laboratory analysis of sample.					

LOCATION - DESCRIPTION	EXTENT	ASBESTOS ASSESSMENT	CONDITION	SAMPLE NO VISUAL TEST	SIGNAGE STATUS
29. Internal / External of second storey electrical sub-station – no access for inspection.	Extent not able to be confirmed	-	Inaccessible	-	-
SURVEY FINDINGS and HAZARD MANAGEMENT RECOMMENDATIONS					
No access for inspection – access with caution.					

SECTION 1.2 LOCATION SCHEDULE

REGISTER GENERAL NOTES -

* No inspection carried out (unless specifically noted otherwise) to inaccessible areas and items such as - Internal of plant / equipment / air-conditioning ductwork / heater banks, ductwork mastic, electrical and service components such as internal of hot water service units, switch components, behind electrical panels, to porcelain electrical fuse holders, oyster type light fittings, service conduits and pits, wiring and cable trays and risers. No inspection is carried out to pipe-work chases, wall and column cavities, above flush panel ceilings, underground services, beneath floor coverings / under floor spaces, window and control joint putty, lost formwork and floor / beam packers etc.
Asbestos containing materials may be part of the above items and as a 'visual only / non-destructive' inspection has been performed it is recommended to access these items with caution if working on or in the vicinity of, using an asbestos safe work method as a pre-caution when disturbing or dismantling these materials. Should asbestos or suspected asbestos containing materials be detected then consult register controller and revise work methods accordingly.

* Specifically no inspection has been conducted (unless otherwise stated) to the internal of air-conditioning systems to identify the extent / location of any heater bank units (if any). As this is an area that is inaccessible and may contain an asbestos insulation, it is recommended that the client qualify air conditioning heaterbank locations (whether redundant or operational) with their nominated mechanical services / air-conditioning contractor. If heater-banks are detected, they are to be inspected only under strict asbestos conditions. Recommend engage a competent person (according to the OHS&W regulations) to assess, in particular, the possibility of "Millboard" type asbestos lining to the internal of the ductwork, and to instigate hazard management to minimise the potential for disturbance within the duct whilst accessing, assessing, and/or sampling. All work to be in conjunction with the mechanical services contractor who can locate possible additional units, and isolate and dismantle the "live" heaterbank unit(s) to enable access within the units for assessment.

* Recommend treat all suspect materials as asbestos containing when carrying out works. Material can be sample analysed upon major works to confirm content. Samples taken in certain locations may not necessarily be indicative of similar looking items for the entire building. Sample results are indicative of the specific area from which they were taken. Refer to section 6 of this register for sample analysis details.

* Treat all vinyl floor products, bituminous containing products, cement sheet products, window, air conditioning ductwork and control joint putty and all gaskets (other than rubber and cork) and friction materials as asbestos containing unless confirmed otherwise by sample analysis. Treat all fire rated doors as having an asbestos internal core unless confirmed otherwise.

* It is possible upon building works / demolition to encounter unidentified or undetected asbestos material. Access with caution and consult register controller and implement revised safe work procedure. If major demolition works are planned, it is recommended to conduct a 'destructive' type inspection incorporating additional / unrestrictive sample analysis.

* It is recommended to wear suitable personal protective equipment (PPE) including respiratory protection when entering all ceiling and confined spaces as a minimum pre-caution.

* Inspections are conducted based upon the inspector performing and completing a job safety analysis / risk assessment prior to commencement of the inspection to ensure work is carried out in accordance with the relevant Occupational Health, Safety and Welfare regulations and company Standard Operating Procedures. Subsequently no inspection has been performed to ceiling height and roofing heights greater than 3m unless site specific safe access systems have been made available. No inspection has been performed to operating / in service plant and equipment.

* Although no specific inspection for SMF (Synthetic Mineral Fibres) has been conducted, recommend all works on SMF be performed in accordance with the "Approved Code of Practice for the Safe use of Synthetic Mineral Fibres".

Access these areas with caution as may contain suspect asbestos containing materials.

If any unknown / undetected materials encountered, consult the register controller, conduct risk assessment and implement safe work procedures as necessary.

All work is to be carried out in accordance with the OHS&W regulations and the approved 'Code of Practice'.

This register extract schedule is to be read in conjunction with the Carter Corporation Pty. Ltd. standard asbestos register in full. Refer also to page 3 for constraints and qualifications.

For further information regarding the regulations refer to the governing body in the state in which this register applies.

SECTION 2 WORK/ACCESS PROCEDURES

This section includes:

2.1 The Work/Access Procedures
Instructions on how to establish safe work methods and procedures prior to commencing work including the event that a previously unidentified item may be discovered.

2.2 An Emergency Procedure
In the event of an accidental fibre release from any asbestos material.

2.3 The Work/Access Form
The form used to record safe work methods and practices as required by the regulations.
The form used to record any accidental exposures.

2.4 Record of Accidental Exposure Form / Incident Report
The form used to record any accidental exposures in detail to prevent/minimise re-occurrence of incident and to provide historical record as required by the regulations. To be filled in by person exposed.

2.5 Remedial Action / Hazard Management Record
The form used to formalise the actions and procedures put in place after the exposure to ensure a safe working environment. This also assists in analysis of the incident to prevent/minimise re-occurrence and provides a historical record as required by the regulations.

ISBN 0 646 18311-3

Reference : Asbestos Register Kit
Manual: OHS&W
Reference No: OHS&W/Policies/Asbestos in the workplace
Developed: 1993
Date of Review: January 2004

SECTION 2 WORK/ACCESS PROCEDURES

2.1 WORK/ACCESS PROCEDURES

It is mandatory that any persons intending to carry out any work on or in the building and / or property must carry out the procedures as follows:

Liaise with the Register Controller and be aware of the existence of visible known asbestos containing materials.

Read the register and be aware of areas of potential exposure, in particular:

- Area of work
- Type and extent of asbestos located in the work area
- Access to and from the work area
- Exposure to self and surrounding personnel in and adjacent to work area

If during the course of any maintenance of building work any asbestos or unidentified material (which is not recorded) is encountered, the person in charge of the building register must be informed immediately and a revised work method be implemented.

Consult/refer relevant Code of Practice in order to determine safe procedures and work methods required (eg working with asbestos cement sheet – consult Section 9 Worksafe Australia 1988 Asbestos Code of Practice).

Note: Many instances require a licensed and adequately insured asbestos removalist to carry out works in a method approved by the governing body (DAIS).

Complete Work Access Form (over) in conjunction with the register controller prior to commencing work.

Authorisation must be obtained prior to commencing work and upon completion, notwithstanding government approval requirements. All applications , approvals and documentation should be attached to the work/access form.

If during the course of the works there is accidental exposure, complete the exposure record and implement revised safe work method accordingly. All asbestos related records are required to be maintained for a period of 40 years from the date of the last entry recorded.

2.2 EMERGENCY PROCEDURE

In the event of an accidental fibre release from any asbestos material, the following procedures should be carried out.

- Evacuate area immediately to prevent/minimise contamination of people.
- Restrict access to area and place warning/caution signs.
- Advise register controller/building manager of incident.
- Register controller/building manager to implement immediate hazard management plan in accordance with the regulations. Ensure work/access and exposure forms completed as required.
- Consult Carter Corporation Pty Ltd to assess and implement hazard management controls to remove, clean up, and air monitor the area of contamination. Air monitoring provides scientific evidence as to whether an area is safe to re-occupy and is a requirement, among other criteria, under the regulations.

If the controller of the register or anyone is in any doubt contact our *Asbestos Advisory Service* for immediate assistance on:

Carter Corporation Pty Ltd
"Asbestos Advisory Service"
Ph: (08) 8346 2999 Fax: (08) 8346 3888
42 Trembath Street, Bowden SA 5007
Email: cartercorp@chariot.net.au
Web: **www.cartercorporation.com.au**

ISBN 0 646 18311-3

Reference : Asbestos Register Kit
Manual: OHS&W
Reference No: OHS&W/Policies/Asbestos in the workplace
Developed: 1993
Date of Review: January 2004

SECTION 2 WORK/ACCESS PROCEDURES

2.3 WORK/ACCESS FORM

DATE WORK PROPOSED: …… PERSON: …… COMPANY: …… REGISTER ITEM / WORK AREA: …… SIGNED & DATED (Applicant): …… REGISTER CONTROLLER/ AUTHORISING OFFICER: …… DATE OF APPROVAL: …… SIGNATURE: …… ANY ACCIDENTALEXPOSURE: YES / NO (if yes, complete attached Record of Exposure Form) SIGNED CONFIRMATION OF COMPLETION : …… REGISTER CONTROLLER: ……	WORK METHOD STATEMENT (Description of safe work procedures and precautions adopted, enclosed relevant details of asbestos removal license and Government Department Approval where relevant.)
DATE WORK PROPOSED: …… PERSON: …… COMPANY: …… REGISTER ITEM / WORK AREA: …… SIGNED & DATED (Applicant): …… REGISTER CONTROLLER/ AUTHORISING OFFICER: …… DATE OF APPROVAL: …… SIGNATURE: …… ANY ACCIDENTALEXPOSURE: YES / NO (if yes, complete attached Record of Exposure Form) SIGNED CONFIRMATION OF COMPLETION : …… REGISTER CONTROLLER: ……	WORK METHOD STATEMENT (Description of safe work procedures and precautions adopted, enclosed relevant details of asbestos removal license and Government Department Approval where relevant.)

To obtain blank / additional copies of this form contact Carter Corporation Pty Ltd – Ph. 08 8346 2999 Fax. 08 8346 3888

Reference : Asbestos Register Kit
Manual: OHS&W
Reference No: OHS&W/Policies/Asbestos in the workplace
Developed: 1993
Date of Review: January 2004

SECTION 2 WORK/ACCESS PROCEDURES

2.4 RECORD OF ACCIDENTAL EXPOSURE FORM / INCIDENT REPORT

Name of Person Exposed _____

1. Give a description of the works being carried out.

_____

_____

_____

_____

_____

_____

2. Date and time of when this work was undertaken.

DATE: / / TIME:

3. Date, time and duration of suspected / accidental exposure to asbestos.

DATE: / / TIME: DURATION:

4. Detail suspect / accidental exposure.

_____

_____

_____

_____

_____

_____

_____

_____

5. Incident reported to:

_____

6. Date incident reported.

DATE: / / TIME:

7. SIGN: DATE: / /

(to be signed by person exposed)

To obtain blank / additional copies of this form contact Carter Corporation Pty Ltd – Ph. 08 8346 2999 Fax. 08 8346 3888

Reference : Asbestos Register Kit
Manual: OHS&W
Reference No: OHS&W/Policies/Asbestos in the workplace
Developed: 1993
Date of Review: January 2004

SECTION 2 WORK/ACCESS PROCEDURES

2.5 REMEDIAL ACTION / HAZARD MANAGEMENT RECORD
TO BE COMPLETED BY REGISTER CONTROLLER/AUTHORISED PERSON

1. State details of compliance / non-compliance to safe work procedure.

2. State details of procedure implemented following exposure.

3. The dates and results of air monitoring where monitoring was carried out.

4. Give the location and details of sample analysis undertaken.

5. State whether the results reflect normal operating conditions.

6. Further relevant information / notes.

7. SIGN: DATE: / /

(to be signed by Register Controller / Authorised Person)

To obtain blank / additional copies of this form contact Carter Corporation Pty Ltd – Ph. 08 8346 2999 Fax. 08 8346 3888

ISBN 0 646 18311-3

Reference : Asbestos Register Kit
Manual: OHS&W
Reference No: OHS&W/Policies/Asbestos in the workplace
Developed: 1993
Date of Review: January 2004

SECTION 3 HAZARD MANAGEMENT

This section includes:

Reference : Asbestos Register Kit
Manual: OHS&W
Reference No: OHS&W/Policies/Asbestos in the workplace
Developed: 1993
Date of Review: January 2004

SECTION 3 HAZARD MANAGEMENT

3.1 FOREWORD

The asbestos register completed to date consists of the building site inspection, drawings, and location schedule.

An asbestos register controller has been nominated and it is their duty to implement the hazard management plan.

The intention of the hazard management plan is to incorporate the requirements of the occupational health, safety and welfare regulations (refer Division 4.2.10 OHS&W) into the company's normal operational procedures.

3.2 HAZARD MANAGEMENT IMPLEMENTATION

A well-developed hazard management plan is ineffective unless the building owner/manager/employer is committed to implementing it properly. The building owner /manager/employer should convey this commitment to key personnel involved in a building's management and operations - particularly the register controller, contractors, maintenance personnel, and employees. Under the OHS&W regulations, policies and procedures are established to control the asbestos and to prevent (or where that is not reasonably predictable, to minimise) the exposure to any person to airborne asbestos fibres. The hazard management plan's success is contingent upon key personnel understanding the plan and committing themselves to implementing it effectively.

To the greatest extent possible, the building owner/manager/employer should incorporate the hazard management plan into the existing system for managing a building's operations. Each building owner/manager/employer, therefore will determine the appropriate organisational structure on a case-by-case basis.

Implementation and adherence to the following hazard management plan forms the basis of your asbestos policy to be compliant with the OHS&W asbestos regulations.

3.3 HAZARD MANAGEMENT POLICY

Adherence to recommendations made in this register including hazard management procedures and a commitment to compliance to the OHS&W regulation Division 4.2 forms the basis of your Asbestos Policy. It is important that management has a detailed asbestos policy to show ownership and direction of company OHS&W procedures.

3.4 RISK MANAGEMENT

By maintaining an asbestos register and implementing and carrying out a hazard management plan you:

- minimize significantly the exposure to legal liabilities from tenants, contractors and/or employees.
- avoid the risk of being fined by the Department.
- minimize the possibility for claims on workers' compensation due to asbestos exposure.
- reduce the likelihood of wavered insurance claims due to non-compliance.
- avoid failing internal or independent audits due to non-compliance.
- avoid the possibility of unfavourable media exposure and publicity.
- avoid possible union problems including stop work actions.
- …..and most importantly, minimize the risks to health due to the exposure to asbestos in the workplace.

The risk lies in people's interpretation and awareness of the situation.

Hence the need for awareness training of all people involved to the normal day to day activities of a building including:

- Employers, employees, tenants, and occupiers.
- Maintenance personnel and contractors.

It is recommended following an asbestos register, the above participate in a training course. The names of persons attending a training session to be included on the work/access forms of the register.

Reference : Asbestos Register Kit
Manual: OHS&W
Reference No: OHS&W/Policies/Asbestos in the workplace
Developed: 1993
Date of Review: January 2004

SECTION 3 HAZARD MANAGEMENT

3.5 HAZARD MANAGEMENT PLANNING

The following items formulate strategies and measures as part of a hazard management plan. The building owner, manager, or employer are responsible to ensure:

1. A competent person or company has been appointed to complete the site inspection, and compile asbestos register.

2. A register controller is appointed.

3. A copy of the register and any updates/alterations are available on site as required.

4. A memo is sent to tenants, employees, contractors, and occupiers (refer example copy over).

5. Caution signs are installed to warn of the presence of asbestos.

6. Recommendations made in the register are carried out.

7. Work/access forms and exposure records are maintained and kept for a minimum period of 40 years from the date of last entry (as required).

8. Preventative measures are in place to prevent or significantly minimise exposure to asbestos.

9. Procedures are in place to ensure asbestos is only removed by licensed removalists (unless otherwise stated in the OHS&W regulations) and appropriate government approvals are obtained.

10. People carrying out work on asbestos have the appropriate licences and specific insurances required.

11. All unstable asbestos or asbestos that imposes a significant risk to health is removed as soon as reasonably practicable.

12. Emergency procedures are in place in the event of an accidental exposure or discovery of a previously unidentified material.

13. Awareness is maintained through OHS&W meetings and memos to appropriate personnel and contractors.

14. The condition of the asbestos is monitored regularly and the asbestos register is updated at least annually as required. This is carried out to audit the register, the people responsible, the training programmes, and the work/access and exposure documentation. An inspection is also conducted to assess the change in condition of previously identified asbestos. The register is then updated accordingly with revised hazard management recommendations.

15. Asbestos registers cover all properties you own or occupy and are current.

16. Employees, contractors, tenants, and occupiers be appropriately trained in asbestos awareness to prevent or significantly minimise exposure to asbestos.

ISBN 0 646 18311-3

Reference : Asbestos Register Kit
Manual: OHS&W
Reference No: OHS&W/Policies/Asbestos in the workplace
Developed: 1993
Date of Review: January 2004

SECTION 3 HAZARD MANAGEMENT

3.6 MEMO

DATE .....

TO: ALL TENANTS, EMPLOYEES, CONTRACTORS AND OCCUPIERS

RE: ASBESTOS REGISTER

REF: OCCUPATIONAL HEALTH, SAFETY AND WELFARE ACT and CONSOLIDATED REGULATIONS 1995 - DIVISION 4.2

Recently, a visual inspection was conducted on the premises to determine the extent of visible asbestos containing materials.

The findings were compiled into a format known as the Asbestos Register.

The aim of this register is to make everyone aware of the presence of asbestos, consequently preventing/reducing the potential for anyone working in the building to be exposed to asbestos fibres/dust.

As an employee/contractor/occupier you are responsible to act in accordance with the Occupational Health, Safety and Welfare Act - to understand these requirements a specific Training Awareness Induction Programme is available.

The register outlines procedures that must be followed when access and/or maintenance is required to asbestos containing materials. The register is to be consulted prior to commencement of work and the necessary information recorded. All work relating to asbestos on site must also be approved by the register controller. In most cases asbestos work can only be performed by licensed asbestos removalists as per the OHS&W regulations which includes, but is not limited to, the use of air monitoring equipment and DAIS (government) application and approvals.

Be aware that previously unidentified asbestos containing materials may be encountered in the building or property when carrying out demolition/ excavation/building works or accessing ceiling/confined/inaccessible/ inconspicuous areas. In this situation, stop work, notify the register controller and implement a safe work procedure. The wearing of suitable face masks/respiratory protection is recommended when entering any ceiling or confined space or when entering an inaccessible/inconspicuous area.

Signs are to be installed to warn of the presence of asbestos. The condition of this asbestos is recorded in the register. The register is available for your perusal via the Register Controller. The Register Controller is responsible for the implementation and maintaining of a Hazard Management Plan.

Safe working practice is everyone's responsibility.

Register Location:.....

Register Controller:.....

Carter Corporation Pty Ltd
"Asbestos Advisory Service"
42 Trembath Street
Bowden SA 5007
Tel: (08) 8346 2999
Fax: (08) 8346 3888
Email: cartercorp@chariot.net.au
Web: www.cartercorporation.com.au

Reference : Asbestos Register Kit
Manual: OHS&W
Reference No: OHS&W/Policies/Asbestos in the workplace
Developed: 1993
Date of Review: January 2004

SECTION 4 TRAINING INFORMATION

This section includes:

Reference : Asbestos Register Kit
Manual: OHS&W
Reference No: OHS&W/Policies/Asbestos in the workplace
Developed: 1993
Date of Review: January 2004

SECTION 4 TRAINING INFORMATION

4.1 WHY YOU NEED A REGISTER

On the 1st April 1991, the Occupational Health, Safety and Welfare Act (1986) was amended and new regulations were proclaimed whereby it became compulsory for building owners, managers, occupiers, and tenants to implement and maintain a building register. This legislation was consolidated into the OHS&W regulations 1995, in particular Division 4.2.10).

The purpose of this register is to take reasonable steps to identify any asbestos or asbestos based products on the property/building or in plant and equipment so as to prevent (or at least minimise) the potential for anyone working in buildings to be exposed to asbestos dust/fibres.

4.2 WHAT ARE YOUR OBLIGATIONS?

The regulations place obligations on building owners, managers, and other persons (as defined) who occupy or are in possession of buildings, plant and equipment which contain asbestos to maintain a register which identify the type, condition and location of the asbestos.

Under the regulations, a competent person must survey the subject property in order to provide the relevant data to be recorded in this register.

Policies are to be established, adhered to and recorded in the register to control all asbestos and prevent exposure of any person to that asbestos, ensuring a safe working environment is established and maintained.

The regulations require this register to be available to tenant, occupiers, contractors or any other person who may at any time encounter the asbestos. In particular, the register must be made available for inspection by statutory or authoritive bodies who may impose penalties for failure to properly implement and maintain the register and safe working environment policies.

4.3 HOW TO COMPLY

To comply to the regulations the first step is to establish an asbestos register. An asbestos survey consists of a visual inspection to determine the nature of asbestos containing materials used during construction of the building and plant, including checking for what is held on the properly as debris, redundant stock, and equipment.

The intent of the survey is to locate and identify any asbestos containing material on the site and to compile the findings into the asbestos register.

The degree of hazard is assessed to the:

- Friability of the material
- Total asbestos content
- Extent and circumstances of asbestos material location
- Accessibility of friable material to human disturbance
- Exposed surface area

Samples and laboratory analysis of the suspect asbestos containing materials are taken as required (nata certified) to assist in the assessment of the material and hazard it poses.

From the survey/inspection findings, and using OHS&W guidelines, recommendations are made to minimize the risks to health due to the exposure to asbestos in the workplace. Recommendations vary considerably according to the degree of hazard. This information is then used to compile and implement an asbestos management plan, which includes understanding and awareness of the obligations, limitations, regulations, and responsibilities under the OHS&W Act. Advise on the use of caution signs to warn of the presence of asbestos is incorporated into the recommendations.

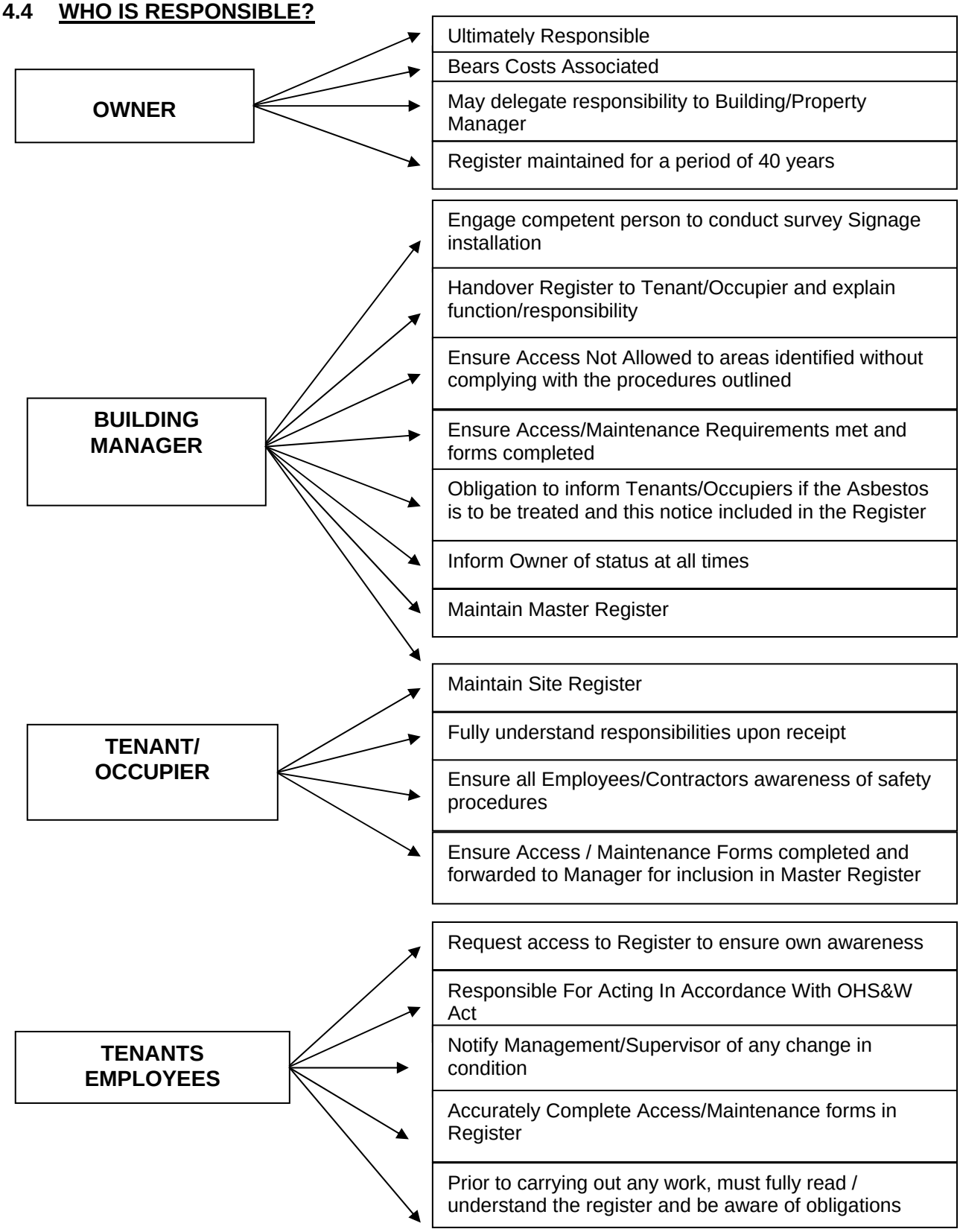
It should be noted that the hazard management plan proposals are recommended only, and that implementation of the hazard management plan is the responsibility of the building owner / manager.

Upon completion of the building survey, it is recommended a handover de-briefing programme be conducted explaining all terms, conditions, obligations, regulation and limitations ensuring both an awareness and understanding of the responsibilities of the person(s) in charge of the register(s).

Reference : Asbestos Register Kit
Manual: OHS&W
Reference No: OHS&W/Policies/Asbestos in the workplace
Developed: 1993
Date of Review: January 2004

SECTION 4 TRAINING INFORMATION

4.4 WHO IS RESPONSIBLE?



SAFE WORKING PRACTICE IS EVERYONE'S RESPONSIBILITY

Reference : Asbestos Register Kit
Manual: OHS&W
Reference No: OHS&W/Policies/Asbestos in the workplace
Developed: 1993
Date of Review: January 2004

SECTION 4 TRAINING INFORMATION

4.5 SPECIFIC ROLES & RESPONSIBILITIES

The purpose of the OHS&W legislation is to make everyone aware of the presence of asbestos so as to implement safe working procedures, consequently preventing/reducing the potential for owners, contractors, tenants, employers, employees and the public to be exposed to asbestos fibres.

The role of the register controller and the actions of contractors, trades persons, maintenance personnel, and people working on the property are particularly important. These groups are the most likely to physically disturb asbestos and therefore create the hazardous airborne asbestos fibres. Consequently, their awareness and responsibilities are detailed as follows:

Register Controller
The person given responsibility of the Asbestos Register is the Register Controller.

Register Controller Responsibilities
The Register Controller is responsible to see that all persons using, frequenting, occupying, working in, on and around any asbestos containing materials are made fully aware of asbestos products and of their responsibilities should they intentionally or accidentally disturb and release asbestos fibres, thereby contaminating the work area.

The Register Controller should create awareness via the memo. This memo (refer example page no. 15) should be:-

- Placed on a general notice board that all people access,
- Copied to every occupier on the premises,
- Minuted at the Occupational health Committee Meeting,

All contractors intending to carry out work should be officially informed with a memo.

This Register is current for 12 months from the date of original inspection and is required to be updated at least annually. Refer to the latest annual update for revised recommendations.

It is a requirement under the Regulations that a copy of this register and any consequent updates or amendments are provided to the occupiers of the building/property.

Contractors/Trades Persons and Persons Working on the Property
Prior to commencement of works:

- Ensure the access/maintenance forms are completed and safe work methods established from relevant regulations and the “Codes of Practice”.
- Ensure a safe work method procedure/policy is established and/or adequate training is completed prior to commencing work.
- Be aware that there are strict limitations on the kind of work allowed to be carried out by those who do not have an asbestos licence, relevant insurance, appropriate equipment and Department of Administration and Information Services approvals.

Reference : Asbestos Register Kit
Manual: OHS&W
Reference No: OHS&W/Policies/Asbestos in the workplace
Developed: 1993
Date of Review: January 2004

SECTION 4 TRAINING INFORMATION

4.6 BACKGROUND INFORMATION

The term "asbestos" describes six naturally occurring fibrous minerals found in certain types of rock formations. Of that general group, the minerals chrysotile, amosite and crocidolite have been most commonly used in building products. When mined and processed, asbestos is typically separated into very thin fibres. When these fibres are present in the air, they are normally invisible to the naked eye. Asbestos fibres are commonly mixed during processing with a material which binds them together so that they can be used in many different products. Because these fibres are so small and light, they may remain in the air for many hours if they are released from asbestos containing material in a building. When fibres are released into the air, they may be inhaled by people in the building.

Whenever we discuss the risk posed by asbestos, we must keep in mind that asbestos fibres can be found nearly everywhere in our environment (usually at very low levels). There is, at this time, insufficient information concerning health effects resulting from low-level asbestos exposure, either from exposures in buildings or from our environment. This makes it difficult to accurately assess the magnitude of cancer risk for building occupants., tenants, and building maintenance and custodial workers. The work carried out by the building's custodial and maintenance workers are likely to bring them into close proximity to asbestos containing materials and may sometimes require them to disturb the asbestos containing materials in the performance of maintenance activities. For these workers in particular, a complete and effective hazard management programme can greatly reduce asbestos exposure.

From the early 1900s until the early 1980s, asbestos was widely used in industry. The use of asbestos-cement sheets in roof and wall cladding was particularly widespread as was the use of "fibro" pipes, pits and covers.

The use of "limpet" asbestos fibre insulation was also very common as a fire proofing method in steel framed multi-storey buildings. Asbestos was also used for applications such as insulation of pipes, boilers and electricity cables, in plastics, in PVC floor tiles, in fire doors, for reinforcement in cements, putties and mastic and in gaskets and friction materials.

Whilst major uses of specified asbestos were often recorded on engineering drawings, there are very few records of the widespread use of asbestos containing products and materials. To give examples from the building industry, plumbers frequently used asbestos fibre in caulking compounds and tradesmen used asbestos cement sheet as a packing material or as "lost" formwork.

The types of asbestos fibres most commonly used in building products are more commonly referred to as white, brown and blue asbestos.

- Chrysotile Asbestos - "White" Asbestos
- Amosite Asbestos - "Brown" Asbestos
- Crocidolite Asbestos - "Blue" Asbestos

These fibres were sometimes used in combination or by themselves in a product. For example, the majority of fibro cement sheeting contained chrysotile asbestos, but sometimes, depending on the manufacturer and age of the product, a mixture of asbestos fibre types may be found.

Products like brakes, boiler insulations, and gaskets were produced until recently and can be found on buildings, properties, plant and equipment even when they were bought, built, imported or constructed over the last few years.

The majority of asbestos materials were phased out in the mid 1980's.

Reference : Asbestos Register Kit
Manual: OHS&W
Reference No: OHS&W/Policies/Asbestos in the workplace
Developed: 1993
Date of Review: January 2004

SECTION 4 TRAINING INFORMATION

4.7 TYPICAL PRODUCTS/APPLICATIONS

Following is a list of some possibilities of suspect asbestos containing materials.
This list is not conclusive but is a sample of the applications and types of asbestos items commonly found.

Backing to service riser doors
Bitumen based membrane coverings/flashings
Boiler insulation
Brake linings
Cable trays
Chalkboards
Cooling towers
Door linings
Down pipes and gutters
Duct work flexible fabric connections
Eaves/Verandah linings
Electrical cable insulation/sheathing
Electrical meter backing boards
Exhaust insulation and gaskets
Expansion joints and gaskets in boilers
Facades
Fencing
Fibre cement pipes and flues
Fire blankets
Fire doors - internal core
Firewall partitions
Fuse holder insulation
Heater bank/re-heat units insulation within duct work of air conditioning
Hot water service heat shields
Insulation linings for spark/fire resistance
Kitchen plant and equipment
Laboratory gloves
Laboratory hoods, bench tops, and equipment
Lift motor brakes
Limpet insulation to structural beams & columns
Lost form work
Louvres in windows
Mortar in wall and floor penetrations (fire stop)
Oven door seals
Packers under floor joists (for levelling transportables, etc)
Pipe work gaskets
Putty and tapes in expansion joints, construction mastics
Refractory bricks
Residual contamination on ceiling tiles and grids
Roof cladding
Roofing shingles
Sealants to duct work and other airconditioning plant and equipment
Sheathing/insulation to wiring
Sheeting to wet areas
Taping compounds (thermal)
Textured paints/coatings
Thermal paper products
Vermiculite insulation/decorative plaster finishes
Vinyl floor (lino) backing material
Vinyl floor tiles
Wall and floor penetrations
Wall cavities
Wall linings/cladding

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Reference : Asbestos Register Kit
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4.8 HEALTH EFFECTS

Asbestos fibres can cause serious health problems. If inhaled, they can cause diseases which disrupt the normal functioning of the lungs. Three specific diseases - asbestosis (fibrous scarring of the lungs), lung cancer, and mesothelioma (a cancer of the lining of the chest or abdominal cavity) - have been linked to asbestos exposure. These diseases do not develop immediately after inhalation of asbestos fibres; it may be 20 years or more before symptoms appear.

In general, as with cigarette smoking and the inhalation of tobacco smoke, the more asbestos fibres a person inhales, the greater the risk of developing an asbestos-related disease. Most of the cases of severe health problems resulting from asbestos exposure have been experienced by workers who held jobs in industries such as ship-building, mining, milling and fabricating, where they were exposed to very high levels of asbestos in the air, without benefit of the worker protection now afforded by law. Many of these same workers were also smokers. These employees worked directly with asbestos materials on a regular basis, and, generally, for long periods of time as part of their jobs.

Additionally, there is an increasing concern for the health and safety of construction, renovation, and building maintenance personnel, because of possible periodic exposure to elevated levels of asbestos fibres while performing their jobs.

4.9 WHEN IS ASBESTOS A PROBLEM?

Intact and undisturbed asbestos materials do not pose a health risk. The mere presence of asbestos in a building does not mean that the health of building occupants is endangered. Non-friable asbestos containing material which are in good condition, and is not somehow damaged or disturbed, is not likely to release asbestos fibres into the air. When asbestos containing material is properly managed, release of asbestos fibres into the air is prevented or minimised, and the risk of asbestos-related disease can be reduced to a negligible level.

However, asbestos materials can become hazardous when, due to damage, disturbance, or deterioration, over time they release fibres into building air. Under these conditions, when asbestos containing material is damaged or disturbed - for example, by maintenance repairs conducted without proper controls - elevated airborne asbestos concentrations can create a potential hazard for workers and building occupants.

In short, there is no safe level of exposure to asbestos.

Reference : Asbestos Register Kit
Manual: OHS&W
Reference No: OHS&W/Policies/Asbestos in the workplace
Developed: 1993
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SECTION 5 GENERAL INFORMATION

This section includes:

Reference : Asbestos Register Kit
Manual: OHS&W
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SECTION 5 GENERAL INFORMATION

5.1 REFERRED DOCUMENTS

It is recommended to have available the following referred documents:

Occupational Health, Safety & Welfare Act 1986 incorporating:

- OHS&W Consolidated Regulations 1995, Division 4.2
- Approved Code of Practice Asbestos Work (excluding asbestos removal)
- Approved Code of Practice for the Safe Removal of Asbestos
- Safeguards issued by DAIS and Workcover

5.2 GENERAL NOTES

Asbestos Cement Sheet / Vinyl Floor Coverings

Unless confirmed otherwise, all cement sheet and vinyl floor products should be treated as if they contain asbestos.

It is recommended that the following be carried out with regard to asbestos cement sheet products/vinyl floor coverings found on site:

1. Care be exercised to avoid damage and abrasion of sheeting/vinyl floor coverings.
2. Condition of the sheeting/vinyl floor coverings be monitored and should any significant damage or deterioration become evident, then the sheeting/vinyl floor coverings be removed as per the code of practice and non asbestos materials be installed as replacement.
3. Sheeting/vinyl floor coverings be replaced during any upgrade or maintenance works likely to disturb asbestos material.
4. Any work carried out on or in the vicinity of sheeting/vinyl floor coverings be as per the "Approved Code of Practice".

Signage

1. All warning signs to be installed in accordance with AS1319 (1994) - warning signs Australian standard.
2. In all cases install signs as recommended.

General Recommendations for asbestos material on-site

1. Avoid all physical and mechanical damage to asbestos/asbestos containing materials.
2. When/where maintenance required on asbestos containing material, remove and replace with non-asbestos product.
3. In all cases, work upon or in the vicinity of asbestos containing materials to be carried out in accordance with the "Approved Code of Practice".
4. In all cases wear suitable respiratory protection when entering a confined space. Where known asbestos containing materials is present in a confined space wearing of protective clothing is also required.

Reference : Asbestos Register Kit
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SECTION 5 GENERAL INFORMATION

5.3 GLOSSARY OF TERMS

Accessible	in a physical location where building occupants or users might readily access material without use of assistance eg asbestos based material used as wall cladding on or outside of equipment in a laboratory etc.
Air monitoring	a scientific process to assess if an area is safe to occupy by utilising air sampling equipment and laboratory analysis.
Asbestos Abatement	procedures to control fibre release from asbestos-containing materials in a building or to remove it entirely. These may involve removal, encapsulation, repair, enclosure, encasement, and operations and maintenance programs.
Asbestos	the fibrous form of mineral silicates that belong to the serpentine or amphibole groups of rock-forming minerals, including actinolite, amosite (brown asbestos), anthophyllite, crocidolite (blue asbestos), chrysotile (white asbestos) and tremolite, or any combination of two or more of these. Asbestos is defined in the OHS&W regulations as any material containing more than one percent asbestos.
Asbestos removal work	work involving the removal of a) insulation material that consists of or contains asbestos, or other friable asbestos-containing material; or b) an asbestos-cement (fibro) product, or other non-friable asbestos-containing material.
Asbestos work	any work where, in the course of that work, exposure to asbestos (or any material that consists of or contains asbestos) may occur.
Avoid physical and mechanical damage	as for as practicable, limit activities (cutting, drilling, grinding, sanding, breaking, etc) on or adjacent to material such that sufficient damage to release respirable fibres is avoided.
D.A.I.S.	Department of Administrative and Information Services (Government Body).
Hazard Management Plan	the necessary steps detailing requirements for satisfactory compliance to the regulations.
Inaccessible	requiring dismantling, demolition or similar to allow access eg material inside cavity walling, under floorboards, inside air conditioning ducting or plant etc.
Friable Asbestos	any materials that contain greater than one percent asbestos, and which can be crumbled, pulverised, or reduced to powder by hand pressure. This may also include previously non-friable material which becomes broken or damaged by mechanical force. *(Non-bonded asbestos fabric).
Limited Access	requiring some assistance or equipment to allow access eg requiring a ladder or lifting of ceiling tiles or keys to normally locked cupboard, room etc.
Monitor Condition	carry out regular general observation of condition of material to note any changes.
NATA Laboratory	"National Association Testing Authority" (Aust) approved laboratory, used for sample analysis.
Non-friable asbestos	material that contains more than 1% asbestos by weight and in which the asbestos fibres are bonded by cement, vinyl, resin or other similar material.
N.O.H.S.C.	the National Occupational Health and Safety Commission (Government Body).
Register	(Asbestos) register - the document containing the results/recommendations following a building audit for asbestos materials, commenting on their location, condition and establishment of safe working policies.
Register Controller	a building owner or designated representative who is responsible for the asbestos register and implementation of a hazard management plan
Stable	Condition good, posing minimum risk to health.
Unstable	Condition poor, posing significant risk to health.
The Act	the "Occupational Health, Safety & Welfare Act 1986".
The Regulations	the consolidated OHS&W Regulations (1995)

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SECTION 5 GENERAL INFORMATION

5.4 CONTACT DETAILS

For further information contact:

Carter Corporation Pty Ltd
"Asbestos Advisory Service"
42 Trembath Street
Bowden SA 5007

Tel: (08) 8346 2999
Fax: (08) 8346 3888

Email: cartercorp@chariot.net.au
Web: www.cartercorporation.com.au

Reference : Asbestos Register Kit
Manual: OHS&W
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SECTION 6 SAMPLE ANALYSIS

This section includes:

6.1 Sampling Details
This section describes the sampling process, criteria and limitations of sampling and laboratory analysis.

6.2 Independent Laboratory Sample Analysis Certificate(s)
Laboratory sample analysis certificates are attached where laboratory analysis is carried out on a sample or samples. The laboratory sample results are also cross referenced in the location schedule (page 6a, 6b, etc) where applicable.

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SECTION 6 SAMPLE ANALYSIS

6.1 SAMPLING DETAILS

Introduction

Where sample analysis reference has been made in the Asbestos Location Schedule on page 6, copies of the independent laboratory sample analysis certificates are to be included behind this section of the register.

Samples are taken on-site during the course of the inspection to provide confirmation of asbestos content within a material. These samples are delivered to an independent laboratory for analysis in accordance with DAIS/Work Cover approved methods for analysis. Certificates of analysis are provided by the laboratory as a reference of the results for inclusion into the register.

Samples as received in our offices (taken by others) are delivered to the laboratory for the same analysis, however no responsibility is taken for the actual sampling technique, determination of sample location, and the consequent bearing on the sample result.

Limitations of Sample Analysis

The result provided by the laboratory is a record of asbestos or non-asbestos content of the sample piece provided for analysis. Samples resulting in less than 1% asbestos by weight are classified as non-asbestos in South Australia as per SA OHS&W Regulations. Samples reported for other states are reported according to local regulations.

Generally sample size is approximately 30mm square for a non-friable material where the material is accessible to sample. In the minority of cases smaller sized samples may be taken due to access available to the material. Consideration is given to minimise damage to clients property where taking necessary samples as it is difficult to remove a sample from installed materials such as flushed fixed panel wall, ceiling linings and fixed floor coverings. In other cases it may not be safe to access materials to take samples such as electrical panels, and integral gasket / seal or insulation materials to plant and equipment.

Visual 'Assumed' or 'Suspected' Asbestos Containing Material

In most cases due to a client economical constraint, samples are not taken of every suspected asbestos material detected in the register inspection. These suspected materials encountered upon inspection are recorded in the asbestos register and deemed 'Assumed' to contain asbestos from visual inspection only. This assumption is based upon the following factors – inspectors experience and knowledge of asbestos containing materials, estimated age of the construction, the number of materials containing asbestos on the same site, results of typical or similar samples taken on other sites, product and plant familiarity, etc.

Should verification of the assumed material be required a sample can be taken to confirm the asbestos content at any time.

Sample Results *not* Categoric

From our experience the asbestos content can vary within a material dependant upon factors such as installation procedures, differences in stocks and supplies, time differences in stages of construction and physical mixing of varying quantities of asbestos with other materials. Sections of asbestos containing materials may have also been replaced with non-asbestos materials that look identical from inspection (eg damaged eaves or wall cladding patched or repaired with non-asbestos). Therefore inconsistencies in sample results may be possible due to the inspected materials within a property not being typical throughout. Carter Corporation accepts no responsibilities for the representivity of the sample(s) presented for analysis.

Sample Summary

As per the Asbestos Register notes, in all cases any recorded or discovered suspect asbestos containing material should be deemed to contain asbestos unless confirmed otherwise by actual sample result for that individual material (or written confirmation from the manufacturer following checking of product coding etc).
It is recommended to take samples for laboratory analysis to confirm content of materials, for example, where it adversely affects the costs of work involved on the material eg asbestos removal, replacements of the material, or where major maintenance work is performed. In all cases refer to the independent laboratory analysis report for notes and limitations. In the case where samples have not been taken, all work is to be carried out as if the material was an asbestos containing material, taking all the required precautions in accordance with applicable OHS&W regulations. If the material is found at a latter stage to be asbestos free, then this scenario is more re-assuring compared with the alternative, that is, if the material is later discovered as asbestos containing when no precautions have been taken.

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Date Sampled: 07/12/2010 **Job #:** BSQ101142
Date Received: 13/12/2010 **ID Date:** 14/12/2010

Certificate of Analysis

Laboratory Report

JOB NO: AS3308 E10553

SAMPLED BY: MA

SAMPLE IDENTIFICATION: Ten samples as submitted.

SCOPE: Microscope examination for the presence of asbestos.

INTRODUCTION: Ten samples submitted by Carter Corporation, were examined for the presence of asbestos.

METHODOLOGY: Samples are examined in accordance with the methodology outlined in the Australian Standards (AS 4964 – 2004) and In-House Method QLA003.

Table 1 *- Results of sample examination using polarised light microscopy (PLM) including Dispersion Staining*

Sample No.	Item No. and Location	Sample Description	Weight / Dimensions (L/W/T)	Sample ID	Asbestos Detected (Y/N)	Fibre Type Detected
01/MA/071210	Verandah façade	FCS	33 x 30 x 3mm	1142 – 01	N	[4]NFD
02/MA/071210	Target staff floor	Vinyl tile	42 x 14 x 3mm	1142 – 02	N	[1]Org
03/MA/071210	Mall entry infill over doors	FCS	16 x 13 x 2mm	1142 – 03	N	[1]Org
04/MA/071210	Verandah end cladding	FCS	33 x 22 x 5mm	1142 – 04	N	[1]Org
05/MA/071210	Mall ceiling adj cleaners store	FCS	28 x 10 x 2mm	1142 – 05	N	[1]Org
06/MA/071210	Cleaners store ceiling	FCS	34 x 21 x 3mm	1142 – 06	N	[1]Org
07/MA/071210	Toilet partitions	FCS	18 x 13 x 3mm	1142 – 07	N	[1]Org
08/MA/071210	Mall cleaners store wall	FCS	26 x 23 x 5mm	1142 – 08	N	[1]Org
09/MA/071210	w/w bottle store floor	Vinyl tile	56 x 17 x 3mm	1142 – 09	N	[4]NFD
10/MA/071210	w/w toilet partition	FCS	20 x 21 x 3mm	1142 – 10	N	[1]Org

…….
NATA Approved Identifier
Jay Spencer

…….
NATA Approved Signatory
Jay Spencer

Abbreviations:
[1]Org – Organic Fibres [2]SMF – Synthetic Mineral Fibres [3]UMF – Unidentified Mineral Fibres [4]NFD – No Fibres Detected