



PCBU Asbestos Management Agreement

<Project Name and Location>

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Signature		
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Section 1: Introduction

The PCBU Asbestos Management Agreement sets out how Northland District Health Board (Northland DHB) and Contractors will work together to manage potential risks caused by the presence of asbestos and asbestos containing materials during capital site works or refurbishment projects.

This document sets out how each PCBU will consult, co-ordinate and co-operate on shared, overlapping duties as required by section 34 of the Health and Safety at Work Act 2015.

It is intended that this document be utilised in conjunction with the Northland DHB Asbestos Management Plan, which covers general asbestos management practices.

Section 2: Roles and Responsibilities

Name	Roles	Responsibilities
Amanda Rayner Brett Attwood	Safety & Risk Advisor District Facilities Manager (Northland DHB Asbestos Management Team)	To ensure an integrated and coordinated approach to asbestos management on Northland DHB sites, in accordance with current legislation, regulations and the Northland DHB Asbestos Management Plan. Responsible for: <ul style="list-style-type: none"> - Providing survey information - Reviewing and approving the ARCP - Updating the Asbestos Register
[Name]	Project Manager, Infrastructure & Commercial Services, Northland DHB	The PM is responsible for the overall delivery of the project. To work collaboratively with the Northland DHB asbestos management team, the design team, and internal/external stakeholders to ensure processes are completed in accordance with current legislation, regulations and the Northland DHB Asbestos Management Plan.
[Name and Company]	[Role: Designer/Architect]	[Responsible for safe design].
[Name and Company]	[Role: Asbestos Surveyor / Assessor]	[Responsible for providing refurbishment or demolition surveys, technical specification, advice, monitoring, clearance certification].
[Name and Company]	[Role: Asbestos Removal Contractor]	[Responsible for providing the Asbestos Removal Control Plan; and for carrying out the removal works in accordance with the Health and Safety at Work (Asbestos) Regulations 2016 and the Approved Code of Practice].
[Name and Company]	[Role: Main Contractor]	[Responsible for managing asbestos removal work associated with the project and included in the scope of works. Responsible for providing monitoring and clearance results to the Safety & Risk Advisor].

Section 3: Planning and Information Sharing

Asbestos Surveys

A refurbishment or demolition survey of the proposed worksite is required prior to demolition or refurbishment works in any building built before 2000.

- If the only information available is a management survey, a higher level report is required. This will be arranged by the Northland DHB Asbestos Management Team.

Asbestos Information

The Project Manager will provide a copy of the survey report to the lead design team for consideration into the plan.

The Project Manager will provide a copy of the survey report, the PCBU Asbestos Management Agreement and the Northland DHB Asbestos Management Plan to the successful Contractor/s.

- The Contractor and their employees are required to familiarise themselves with these documents before undertaking any work for Northland DHB. This will form part of the induction process.

Asbestos Removal Control Plan

The Asbestos Removal Contractor is required to provide an Asbestos Removal Control Plan. Commencement of work cannot proceed until the Safety & Risk Advisor, or other competent person (such as a licenced Asbestos Assessor) has reviewed and approved the ARCP.

Post Removal Briefing

After clearance has been obtained and before the site has been handed back, the Project Manager and the Safety & Risk Advisor must be fully briefed by the Asbestos Removal Contractor on the outcome of the removal works, including identifying any remaining asbestos or ACM.

Section 4: Site Security

During removal works, until clearance has been obtained and the worksite handed back to Northland DHB or the Main Contractor, the site is to remain closed to all outside visitors, including Northland DHB staff (except for those invited on-site by the Asbestos Removal Contractor for inspection or monitoring purposes) and is under the complete control of the Asbestos Removal Contractor.

Section 5: Site Induction and Visitors

During Removal

Site security, signage, up-to-date hazard board and a physical site induction of workers/visitors is the responsibility of the Asbestos Removal Contractor during removal works, as they have full control of the site. Any visitors to site are to be made aware of the hazards and should be fully supervised.

After Removal

Site security, signage, up-to-date hazard board and a physical site induction of workers/visitors is the responsibility of the Main Contractor. In the absence of a Site Foreman, it will become the responsibility of the Project Manager to ensure that suitable site safety and induction processes are in place.

Section 6: Scope of Work

Block Name	Work to be completed Refurbished / Demolish	Contains asbestos Yes / No and will they be disturbed?	Action plan (eliminate, leave, encapsulate, no work)	Proposed commencement date

Section 7: Methodology

The Project Manager and the Asbestos Removal Contractor will ensure that any removal works undertaken involving asbestos or ACMs will be carried out in accordance with the requirements of the Health and Safety at Work Act 2015, the Health and Safety at Work (Asbestos) Regulations 2016, the Approved Code of Practice for the Management and Removal of Asbestos 2016, and the Northland DHB Asbestos Management Plan.

References:

[HSWA \(Asbestos\) Regulations 2016](#)

[ACOP \(Asbestos\) 2016](#)

Site specific safety control measures will be detailed in the method statement (ARCP) provided by the Asbestos Removal Contractor.

Appendix 1 Asbestos Survey and Report

Appendix 2 Site Plan of Redevelopment