

Overarching Asbestos Management Plan



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Introduction

Taranaki District Health Board (**Taranaki DHB**) is a person conducting a business or undertakings (**PCBU**) under the Health and Safety at Work Act 2015 (**Act**). The primary duty of care in the Act requires a PCBU to ensure the health and safety of workers as far as is reasonably practicable.

Taranaki DHB as the PCBU is committed to ensuring the well-being of all TDHB employees, patients, visitors and outside contractors and to this end has developed a comprehensive Asbestos Management Plan (**AMP**) to ensure that asbestos and asbestos containing materials (**ACM**) are identified and managed in accordance with legislative requirements.

The Health and Safety at Work (Asbestos) Regulations 2016 (**Asbestos Regulations**) prescribe how asbestos must be managed. The Approved Code of Practice for the Management and Removal of Asbestos (**Code of Practice**) sets out WorkSafe New Zealand's (**WorkSafe**) expectations in relation to identifying and managing the work-related health and safety risks of work involving asbestos. WorkSafe also publish associated information and guidelines to provide additional information on asbestos to help prevent health and environmental related risks, available from WorkSafe's website: www.worksafe.govt.nz.

The Taranaki DHB AMP is intended to provide information on how to identify, assess and control any potential health hazard caused by the presence of asbestos identified in a building.

In addition, Taranaki DHB has clear procedures for carrying out emergency repair work to ensure that no patient, visitor, staff member or contractor is accidentally exposed to asbestos fibres, see appendix G on page 46

The AMP includes the establishment of an electronic asbestos register which identifies the materials that contain or are presumed to contain asbestos across all Taranaki DHB sites.

The single most important factor in implementing this Plan is to ensure that employees, patients, public and contract workers do not become inadvertently exposed to asbestos fibres.

1.0 Asbestos Facts

Asbestos is the name used for a group of naturally occurring minerals that are made up of many small fibres. These fibres are very strong, and highly resistant to heat, fire, chemicals and wear due to friction. These properties made it an extremely popular and widely used building material throughout the 20th century, due to:

- High temperature resistance
- Tensile strength greater than steel
- Good soundproofing properties
- High chemical resistance
- Good electrical insulating properties
- Good mechanical strength

Asbestos has been widely used in building construction over many years and in some countries, its mining and use continues today. It is estimated that there are more than 80,000 public buildings in New Zealand that were constructed with asbestos containing materials. Asbestos products are generally classed into two groups: friable and non-friable.

1.1 Friable Materials

Friable materials are those that, when dry, can be crumbled, pulverized or reduced to powder using moderate hand pressure. The use of friable materials in construction is banned today but due to its widespread use in the past, these materials are still present in many of our older buildings.

1.2 Non Friable Materials

Non Friable refers to ACM in sound condition. Left undisturbed; it presents negligible risk to building occupants and the general community. The removal of ACM may not be immediately necessary, however, our surveys also take into consideration immediate health risks based on the location and condition of the ACM.

The condition of any remaining ACM (such as fibre cement cladding to buildings) is monitored and regularly inspected (at least annually) by an independent assessor. Reasonably practical steps are taken to implement any recommendations to eliminate or minimise health risks from these ACM.

2.0 Purpose

Taranaki DHB is committed to ensuring that it complies with the mandatory duties imposed by the Asbestos Regulations and the Act. The legislation provides a framework for PCBU's and workers to work together to solve health and safety issues by successfully identifying potential health hazards and risk. Taranaki DHB is dedicated and pro-active in ensuring the well-being of all its workers, patients, visitors and outside contractors and to this end will implement the requirements of the Asbestos Management Plan in order to satisfy these needs with regard to asbestos issues. The single most important factor in implementing this plan is to ensure that all persons using and working on our sites do not become inadvertently exposed to asbestos fibres.

3.0 Asbestos Risk Management – Regulatory Requirements

The new Asbestos Regulations require a PCBU with management or control of the workplace (in this case

Taranaki DHB in respect of its workplace and in some cases together with other parties) to ensure:

- so far as is reasonably practicable, that all asbestos or ACM giving rise to a risk at the workplace is identified;
- the presence and location of asbestos or ACM identified at the workplace are clearly indicated in the asbestos register
- the Asbestos Management Plan for the workplace is prepared and that the information in the AMP is kept up to date; and
- the plan is reviewed and revised.

4.0 Asbestos Risk Management – Actions and Initiatives

Taranaki DHB is aware that the maintenance of a safe environment for all persons and Workers on our sites depends on the establishment of an effective management program. The program has resulted in the following actions and initiatives being undertaken by TDHB:

- The establishment of an Asbestos Management Team consisting of representatives from Engineering, Health & Safety, Risk and others as required.
- Have undertaken comprehensive building surveys to identify suspected asbestos or ACM.
- The implementation and ongoing management of an Asbestos Register.
- The removal, isolation or encapsulation of materials which have become damaged, are in poor condition or which may be disturbed by building maintenance or renovations.
- Identification, recording and labelling (where reasonably practicable) of all ACM found to be in good condition and not requiring removal due to refurbishment or maintenance works.
- Only licensed and competent asbestos removalists are permitted to carry out work involving asbestos at our sites.
- The development and implementation of clear procedures for building maintenance contractors for those activities which may require the assignment of an experienced asbestos removal contractor to supervise.
- To ensure that appropriate training and appropriate personal protective equipment (**PPE**) is provided by their employers to contractors who may come into contact with asbestos or ACM.
- Provision for re-inspection and re-evaluation of all identified asbestos or ACM that are isolated or encapsulated on completion of work undertaken, and a scheduled annual check on all areas that require ongoing checks, this is also covered off in the Asbestos removal Control Plan

This policy applies to Taranaki DHB staff, visitors, patients, students and contractors engaged to work at Taranaki DHB.

5.0 The Taranaki DHB Asbestos Management Team

An Asbestos Management Team will be formed to further strengthen and support current asbestos management policies and procedures within Taranaki DHB facilities.

5.1 Key functions

Key functions of this team are:

- To implement and provide an on-going review process of the asbestos management plan and system, the program of works including reactive and scheduled work, and to provide feedback to key stakeholders
- Establish an Asbestos response Team consisting of the person who identified the new finding, their supervisor and the engineering services representative to manage when/if asbestos is discovered outside of what has already being identified in the asbestos register
- Identify and manage emerging risk areas and be able to provide evidence of active management
- To prepare and implement standardised procedures and communications pertaining to potential health issues for incident management where exposure to staff or contractors may have occurred
- Any concerns and/or complaints around the asbestos management Plan and the activities that arise from this can be directed to the Engineering Works Supervisor the Engineering Services Coordinator and/or the Engineering Services Manager.
- Implement and manage safe work policies, procedures and practices with regard to working around asbestos for Taranaki DHB Workers and assist Contractors in doing the same
- Review, endorse and support strategies to prevent asbestos incidents
- Manage critical / unplanned works to achieve safe work environments
- To respond to any external enquiries and prepare external audits, this is to be managed by the Engineering Services Coordinator
- To assist in managing stakeholder expectations in relation to project delays due to following required asbestos procedures

5.2 Asbestos Management Plan (AMP) Coordinator

The Asbestos Management Plan Representative will be the main point of contact for all asbestos related matters. The AMP coordinator for Taranaki DHB will be the Engineering services Coordinator and will be responsible for but not limited to the following:

Overall responsibility for the administration of the Asbestos Management Plan has been assigned to the Engineering Services Coordinator

- Ensure that the location and presence of suspected asbestos or ACM throughout Taranaki DHB properties are documented in the (online) Asbestos Register. The condition, friability and accessibility of asbestos or ACM must be assessed to determine the potential for fibre release
- Ensure that the Asbestos Register is readily available to maintenance personnel as well as contracted trades so that they are informed about the presence and location of asbestos or ACM, the tagging and identification system and the hazards of asbestos exposure including safe work procedures that must be followed when working in close proximity to, or contacting asbestos or ACM.
- Ensure that relevant information from the asbestos register is provided to TDHB workers in a timely fashion on request

- Develop and implement an inspection program to monitor the condition of asbestos or ACM throughout the sites.
- Develop a strategy to ensure that damaged or deteriorated asbestos or ACM are promptly removed, isolated or encapsulated to prevent the release of airborne asbestos fibres.
- Develop a program to formally re-evaluate any remaining ACM at regular intervals (at least every five years). This will include reassessment of the potential hazard, remedial action as required, an update of the Asbestos Management Plan (if required) and Asbestos Register based on the findings of these inspections.
- Develop and maintain written work procedures for all service and maintenance activities which may involve contact with asbestos or ACM including a process for emergency works involving asbestos, see workflow process on page 17..
- Co-ordinate incident and accident/emergency response as shown in the ARCP
- Investigate enquiries or concerns immediately and take immediate action.
- Monitor and review work performed by maintenance personnel, including contracted trades, to ensure that their work activities are not disturbing asbestos or ACM and that any identifying tags are not being inadvertently removed, damaged or painted.
- Communicate with staff and contractors to ensure that their activities are not disturbing asbestos or ACM
- Renovations and maintenance activities increase the potential for disturbance of asbestos or ACM. Prior to conducting any renovation or maintenance work, the Engineering Services Coordinator will review the work to assess the likelihood of asbestos or ACM being disturbed and take the appropriate action to ensure that no asbestos fibres are released.
- Manage and coordinate all asbestos removal, handling and sampling to ensure that it is carried out by a licensed and qualified agency in accordance with the Asbestos Regulations and under the direction of Engineering Services only.
- Actively collaborate with other DHBs and encourage information sharing to ensure that our policies and procedures are in line with best practice.

6.0 The Taranaki DHB Asbestos Management Plan (AMP)

An Asbestos Management Plan must include information about the following:

- The Locations of where asbestos has been found, the type of asbestos found and the risk level for each instance found
- Decisions, and reasons for decisions, about the management of the risk arising from asbestos at the workplace
- Procedures for managing incidents or emergencies involving asbestos or ACM at the workplace
- The workers who carry out work involving asbestos

The Taranaki DHB Asbestos Management Plan contains two components:

6.1 Management component

A management component designed to deal with the identification of all asbestos containing materials and the regular inspection of these materials. Management procedures include:

- An asbestos identification program for the Engineering Services team to perform once training has been undertaken for asbestos related work. This is shown on page 15
- The implementation and management of an Asbestos Register.
- Co-ordination of work activities that relate to confirmed or presumed asbestos containing areas.
- Informing affected workers and contractors of asbestos locations.
- Inspection and reassessment procedures.
- Regular program of reviews based on the condition, location and risk assessment score.
- External audits and reviews to ensure these controls are adequate.

6.2 Operations and maintenance component

The operations and maintenance component will include procedures for dealing with unidentified and potentially asbestos containing products that may be encountered during maintenance activities. Operations and maintenance procedures to include:

- Safe work procedures. As shown on page 17.
- Worker awareness training. (Still to be arranged).
- Ensuring work is carried out using appropriate work procedures as required by the Asbestos Regulation.
- Ensuring workers at risk have appropriate training.
- Emergency work procedures. Shown in appendix G, page 47
- Waste management processes for asbestos and/or ACM's

7.0 Access to the Asbestos Management Plan

This "Overarching" Asbestos Management Plan is to be read together with the Taranaki DHB Asbestos register entry for each workplace.

Taranaki DHB as a PCBU with management or control of a workplace will ensure that a copy of the Asbestos Management Plan for the workplace is readily accessible on the TDHB Intranet, by email or in hard copy format to:

- Workers who have carried out, carry out, or intend to carry out work at the workplace; and
- A representative of the above workers;
- A PCBU who has carried out, carries out, or intends to carry out work at the workplace; and
- A PCBU who has required, requires, or intends to require work to be carried out at the workplace.

8.0 Access to the Taranaki DHB Asbestos Register

Taranaki DHB's Asbestos Register is an online, living document that contains accessible detailed records of all surveyed locations and identified and assumed asbestos or ACM. The Register is intended as a tool to assist trades in the identification and effective management of asbestos

across our sites.

Taranaki DHB requires contractors, maintenance personnel and project managers to consult the Asbestos Register prior to starting work in any building constructed prior to 2003 or in which asbestos or ACM has been identified or is likely to be present. If there are any positive results, there is a requirement to carry out an asbestos risk assessment in relation to the proposed work. Contractors will also be required to sign a Site declaration Form (appendix H) to confirm they have sighted and read the asbestos register pertaining to the work they are to undertake.

Taranaki DHB will make the Asbestos Register available to all:

- Workers that carried out work at the workplace in the past;
- Workers currently working at the workplace;
- Workers intending to do work at the workplace; and
- People representing workers that worked, are currently working or intend to work at the workplace.

Requests by staff members and previous workers for inspection of data held within the Asbestos Register will be actioned as follows:

8.1 Current Employees

The Taranaki DHB Health & Safety Policy requires that any staff member who believes that they have been exposed to a hazard in the workplace, reports this to their manager using the worker incident reporting system. The report must include a description of the incident leading to the potential exposure. This is so that Taranaki DHB has an opportunity to understand the health and safety risk being reported and can ensure that the worker's health is managed appropriately. Once Taranaki DHB has the requested report, it will provide any relevant information from the asbestos register to the current employees within five business days.

8.2 Previous Workers

It is extremely difficult to assess potential past exposures without any evidence of the circumstances around the event. As such, as a first response, the Asbestos Management Team will request records of any historic incident / occurrence reports relating to potential exposure from the previous worker who carried out work at the workplace in the past. It will also confirm to previous workers that all asbestos removal works undertaken at Taranaki DHB over the years have been conducted in accordance with the relevant health and safety regulations and recommend that if the person believes they may have been exposed to airborne asbestos fibres, they contact their GP for an assessment and register their details on the National Asbestos Exposure Register held by WorkSafe NZ.

<http://www.worksafe.govt.nz/worksafe/notifications-forms/asbestos/asbestos-exposure-registration>

WorkSafe NZ states that "*exposure does not need to be related to paid work*". If you register on the Asbestos Exposure Database, you will receive an article on asbestos and its associated health-related problems. If you indicate you have a family doctor, they will be notified you are on the register. They will also be sent information about asbestos".

9.0 Taranaki DHB Communications Plan for Asbestos

The Taranaki DHB Asbestos Management Team will initiate a DHB wide communication plan to assist in raising staff awareness of asbestos and its management at our campuses. This will be managed through the TDHB Communications Team, who will write and post the appropriate information where-ever they think is appropriate.

10.0 Conducting Asbestos Surveys

As a PCBU, Taranaki DHB has a responsibility to ensure that any asbestos or ACM on its sites is identified and managed in an appropriate manner in accordance with the requirements of the Asbestos Regulations.

10.1 Management Surveys

The standard asbestos surveys conducted at Taranaki DHB owned and operated sites are known as Asbestos Management Surveys and are carried out by a Licensed Asbestos Assessor in order to support Taranaki DHB in identifying and managing asbestos in its buildings.

The survey purpose is to locate, as far as reasonably practicable, the presence and location of any identified or assumed asbestos or ACM in a building which could give rise to a risk of exposure to respirable asbestos fibres. For example, this includes ACM that could be damaged or disturbed during normal occupancy, or foreseeable maintenance and installation work.

As a PCBU, Taranaki DHB, so far as reasonably practicable ensures that any workers or other persons occupying buildings leased by Taranaki DHB do not become inadvertently exposed to asbestos fibres.

Asbestos surveys and due diligence are undertaken on all leased and rented properties to ensure that any asbestos is identified and adequately managed. As part of the duty to co-operate and consult, TDHB will contact its landlords and property managers regarding asbestos, asking if they are aware of any potential asbestos or ACM.

10.2 Demolition and Refurbishment Surveys

More invasive Demolition and Refurbishment Surveys are to be completed prior to demolition or refurbishment works if these works are likely to disturb any known or presumed ACM. This typically involves the partial removal of walls, ceilings and floor coverings etc to enable the licensed asbestos assessor to gain a clear picture of the volume of ACM that may need to be removed prior to demolition or refurbishment works.

The contracts for any new building work will specifically state that asbestos and ACM are not to be used. Any products that traditionally contained asbestos and have not been manufactured in New Zealand or Australia will be accompanied by an IANZ or NATA accredited laboratory certificate showing a negative result prior to being installed. If asbestos is found in any new building material supplied then the contract will state that the replacement and / or removal will be at the contractors cost.

The results of all surveys, sample analysis, remedial work and clearance inspections and certificates

are recorded within the Taranaki DHB Asbestos Register.

The Asbestos Regulations prohibit the carrying out, directing or allowing work involving asbestos or ACM outside the requirements of the Asbestos Regulations. Therefore no Workers can be instructed by Taranaki DHB to undertake any work involving asbestos without having the relevant license, supervision or training.

Appendices A and B of this Plan set out procedures for bulk sampling and visual re-inspection and re-evaluation.

11.0 Management of Asbestos Related Work Activities

Due to the overall perception that the general public has regarding asbestos, an important part of the management function is to provide factual information and reassurance to Taranaki DHB Contractors and Workers, who may feel affected by the presence of asbestos. In addition, the management function is involved in the selection and overview of outside technical expertise. The following items are addressed by the management function:

11.1 Workers' responsibilities

11.1.1 Contractors, Maintenance Personnel and Project Managers

Contractors, Maintenance Personnel and Project Managers shall include all contracted trades and shall:

- Undertake the required Engineering Services health and safety induction program.
- Consult the Asbestos Register prior to starting work in any building constructed prior to 2003 or in which asbestos or ACM has been identified. If there are any positive results, there is a requirement to carry out an asbestos risk assessment in relation to the proposed work
- If there is any uncertainty as to whether an area may be affected by asbestos or ACM, do NOT proceed with work until you have consulted with the Engineering Services Representative
- The main contractor must ensure that all employees under their control have adequate training, information and instruction to enable them to work safely in areas where asbestos or ACM may be present
- Not be permitted to disturb any asbestos or ACM
- Stop work immediately if any suspicious material is discovered that could be asbestos and notify the Engineering Services representative or Engineering Management as soon as possible.
- Ensure that all work activities relating to asbestos containing materials will only proceed after being authorized by the Engineering management team
- Record and report any incidents of potential exposure to your manager for immediate action.
- Carry out renovation, routine maintenance or service work, which is likely to disturb asbestos or ACM, only after the work has been quantified and authorized by the Engineering Services Coordinator
- Be prepared to conduct high risk work under the supervision of a licensed and competent asbestos revivalist to ensure that safe work methods and techniques are used to minimise the risk of potential exposure
- Ensure that any penetrations made to walls, ceilings or floors are appropriately sealed to maintain building compliance and avoid further potential contamination
- Immediately inform the Engineering Services representative if damage or disturbance of asbestos or ACM occurs during the course of their work
- Not damage, remove, paint or otherwise interfere with the asbestos identification tags

11.1.2 Taranaki DHB Workers

Staff and employees shall:

- Where applicable staff can be made familiar with the type and condition of any asbestos or ACM that may be present in their workplace and the Asbestos Management Plan, including the labelling and identification system, this will be covered off through training as shown on page 15
- Ensure that all maintenance, repair or installation work is carried out via Engineering services so that all work is properly assessed for asbestos risk.
- Not disturb asbestos or ACM (such as textured ceilings). This will prevent any asbestos fibres from being released.
- Record any incidents of potential exposure via the appropriate Taranaki DHB Health & Safety incident reporting system.
- Have all renovation, maintenance or service work that may damage or disturb any asbestos or ACM authorized by the Engineering Management team prior to any work being carried out.
- Not damage, remove or paint over any of the asbestos identification labels.

- Immediately inform the Engineering Services Coordinator if any asbestos or ACM are damaged or disturbed.

11.2 Asbestos Identification Program (Labelling)

All work conducted on ACM must be undertaken in such a manner as to minimise health risks.

An important part of managing asbestos risk is the physical identification of all the asbestos or ACM. To this end, all identified asbestos or ACM that are not removed, have been labelled where reasonably practicable and the details regarding location and condition are recorded in the Taranaki DHB Asbestos Register. An example of commonly used labels at TDHB is available in Appendix C.

Any labelled asbestos or ACM must not be disturbed by any person until the proposed action has been identified and the risk quantified by the Engineering Services Representative. Only suitably trained and qualified personnel familiar with current asbestos safety precautions will be permitted to work on the material.

11.3 Inspection of identified asbestos or ACM

Inspections of all asbestos or ACM are an integral and required part of the TDHB Asbestos Management Plan. The inspections are intended to document the condition of these materials and will be conducted over 5 years to determine if they are deteriorating or have become damaged since the previous inspection. Any recommendations that arise from these inspections will be actioned according to the risk matrix shown on page 20

11.4 Operations and Maintenance

Engineering Services Management have initiated the following checks to assist contractors in making sure their routine work does not inadvertently disturb asbestos:

- Provision of a work station at the Base Hospital so that contractors can monitor the asbestos areas themselves
- Regular monitoring of the EAM system to ensure that any stakeholder requests which may pose an asbestos risk are referred to the Engineering Services Representative for review and action as necessary

11.5 Work Procedures

Contractors may have to work near asbestos or ACM during the normal course of their work. The first level of approach will be as per the process shown on page 17. In order for these workers to proceed in a safe manner, work procedures covering a variety of tasks are to be developed by all contracted workers to submit with their Asbestos Removal Control Plan (ARCP). These procedures are to include all work involving where asbestos is known to be present:

- Working with non-friable asbestos containing materials.
- Moderate and High Risk work procedures.
- Waste handling

Contractors and maintenance workers may be required to perform emergency work in areas where identified or presumed asbestos or ACM are located. In these instances, the nature of the work will not permit compliance with all normal TDHB Regulations insofar as prior authorisation of the work to be done is required.

The contractor may notify the Engineering Services Representative after the fact in these situations but must ensure that the work is only conducted by those contractors who have been provided with the appropriate level of training by our onsite asbestos consultants and where possible, with the assistance and supervision of said consultants.

Where there is a risk that the required works may disturb existing or suspected asbestos, full P3 PPE equipment must be worn and decontamination procedures followed as per the specialist training provided. Where there is little risk of disturbing any asbestos but the area is confirmed or suspected to be contaminated, a P2 mask and booties will provide sufficient personal protection. (P2 & P3 relate to the type of PPE used, P3 used for higher exposure levels)

Any used disposable PPE must be disposed of in accordance with section 11.7 – Disposal of Asbestos Waste.

11.6 Training

Asbestos Awareness training is a Taranaki DHB requirement for all individuals who may have cause to come into contact with asbestos or ACM during the normal course of their work. Contractors and maintenance staff are expected to recognize any damaged materials or debris that they may encounter (directly or indirectly) and report their findings immediately to the Engineering Services team for action.

				Greatest Risk, Extensive Training	
			Higher Risk Advanced Training	CLASS A REMOVALISTS ASSESSORS	
	Moderate risk Moderate Training	CLASS B REMOVALIST		Certified training for workers	Certified training for tertiary qualification, knowledge and experience
Low Risk Limited training	UNLICENCED REMOVALISTS		Certified training for workers	Certified safety management system	
ASBESTOS-RELATED WORK WORKERS	Non-certified training in Asbestos ID, safe handling and suitable controls. Competent workers		Certified competent supervisors	Certified competent supervisors	
Non-certified training in Asbestos ID, safe handling and suitable controls					

New asbestos regulations introduced in April 2016 allow for a business to remove up to 10m² of non-friable asbestos or ACM provided that the person conducting this holds a Class B licence obtained from WorkSafe NZ and specialist asbestos training organisations and includes:

- An asbestos awareness program, including health effects and elements of risk.
- The types, uses and likely occurrence of asbestos or ACM in buildings, plant and / or equipment across all sites.
- The processes and procedures to be followed to prevent exposure, including exposure from any accidental release of asbestos dust into the workplace.
- Where applicable, training in the correct use of protective clothing and equipment and safe work procedures.

- The use of respirators and their maintenance.

Taranaki DBH will keep a record of the training undertaken by the worker while the worker is carrying out the work, and for five years after the day on which the worker ceases working for Taranaki DBH.

11.7 Disposal of Asbestos Waste and Contaminated PPE

Asbestos waste includes:

- Asbestos or asbestos contaminated soil
- Debris or asbestos containing materials removed
- Disposable coveralls and boots used during asbestos work.
- Sponges and other disposable cleaning materials.
- Plastic drop sheets.
- HEPA vacuum bags.

Any disposable PPE accumulated during maintenance or repair activities in areas with presumed or confirmed asbestos contamination is to be securely bagged. All disposable PPE will then be labelled and stored in a secure bin held in the Dangerous Goods store to then be disposed of by the Taranaki DHB specialist asbestos contractor in accordance with the Health and Safety at Work (Asbestos) Regulations 2016.

11.8 Air Monitoring

Air monitoring, if required is conducted in accordance with the requirements of the Asbestos Regulations. This process is directed and managed by Engineering Services and the results are logged in the Taranaki DHB Asbestos Register. Should Engineering Services receive any air monitoring results above the allowable limit(s), immediate action will be taken to address potential risk in accordance with the Health and Safety at Work Act 2015 and the Health and Safety (Asbestos) Regulations 2016.

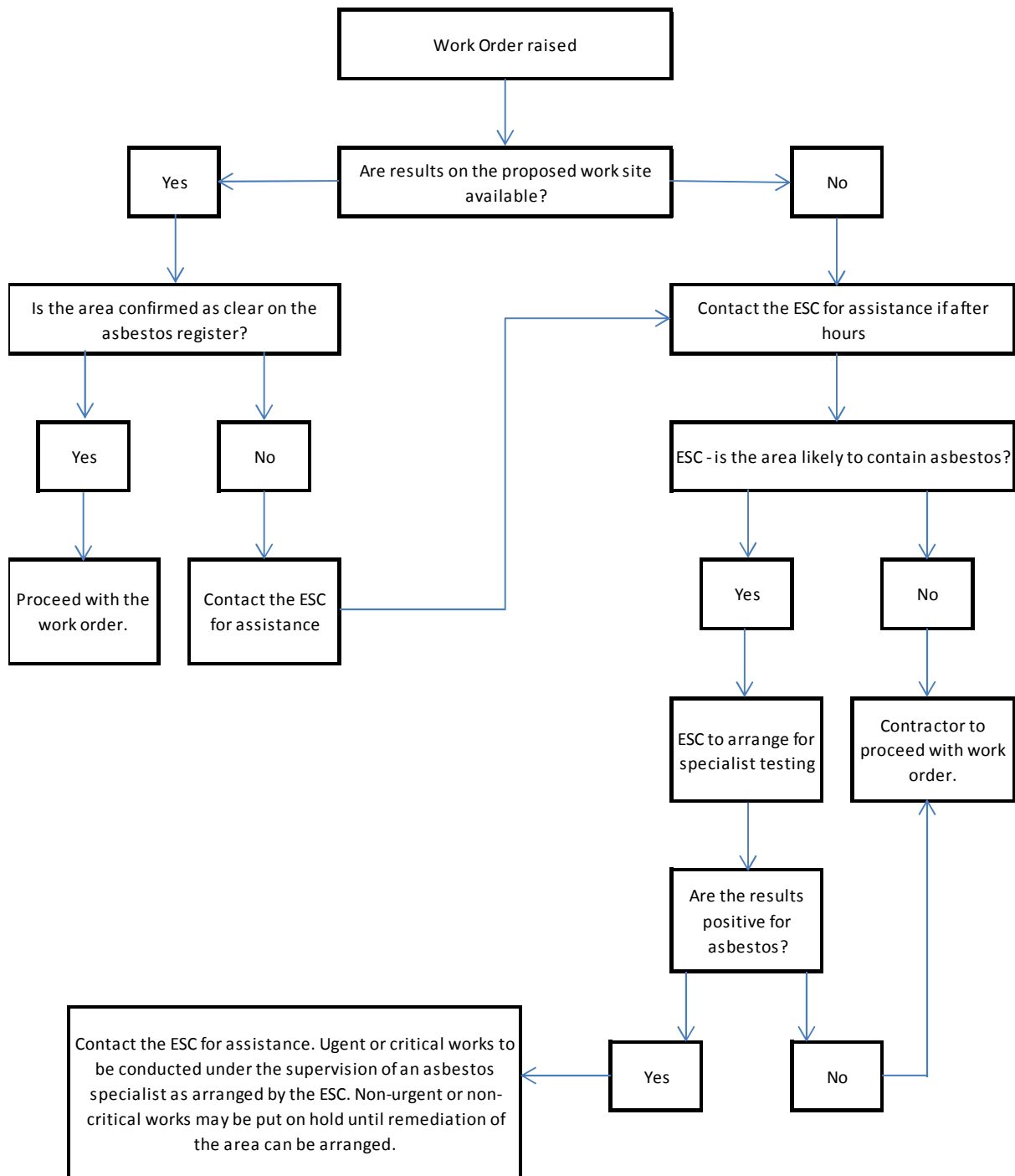
11.9 Health Monitoring

Taranaki DHB will ensure that any workers contracted to carry out licensed asbestos removal work or asbestos-related work on our sites are provided with health monitoring by their employers in accordance with requirements of the Asbestos Regulations and the Health and Safety at Work (General Risk and Workplace Management) Regulations 2016.

11.10 Contractor/Engineer Workflow Process for Asbestos Control (EAM Requests)

The following flowchart on page 17 describes the process to be undertaken when attending to EAM related maintenance requests within our buildings constructed prior to 2003 or in which asbestos or ACM has been identified or is likely to be present:

Engineer/Contractor Workflow Process for Asbestos Control



12.0 Asbestos Abatement – Strategy by Building

Taranaki DHB has put in place a strategy with regard to asbestos abatement for our buildings. This strategy not only takes into account the overall risk to building occupants but the condition and lifespan of the building itself.

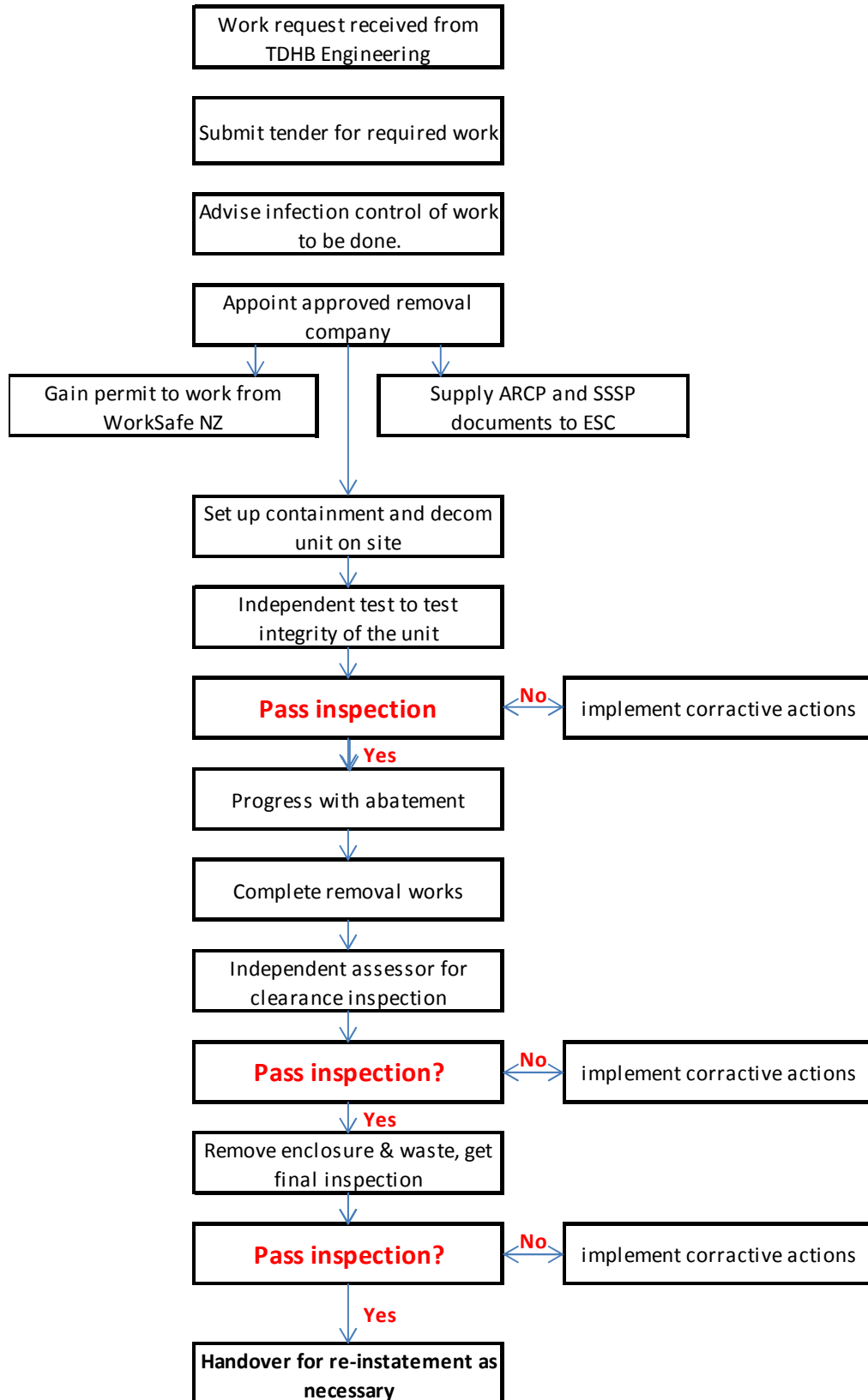
For example, where asbestos has been identified in a building which is known to be worn and no longer “fit-for-purpose”, the decision may be made to encapsulate any identified asbestos rather than remove it with the view to conducting full removal when the building is demolished and replaced with a new more suitable structure. However, if the identified asbestos is considered to be of risk to building occupants and encapsulating it will not provide an effective measure of control, removal will proceed.

- a) Critical: These buildings are critical to the provision of health care services across the region and will be refurbished as required rather than demolished. Therefore, any asbestos or ACM identified will be systematically removed according to risk and as access allows.
- b) Non-Critical: These buildings are considered either no longer fit for purpose or beyond economical maintenance and will be demolished and replaced as part of the larger site master plan. Therefore, any asbestos or ACM identified will be monitored and / or encapsulated where practical. Where it is not practical to encapsulate or it is considered that these materials may pose a health risk to building occupants or those engaged to maintain the buildings, they will be removed where practical.
- c) Not Applicable: These buildings have been confirmed as asbestos free and are therefore not included within the TDHB Asbestos Management Plan

13.0 The Asbestos Abatement Process at Taranaki DHB

The following flow chart on page 19 describes the process undertaken when removing asbestos at TDHB sites in line with the current Asbestos Regulations.

High level Abatement Process



ESC Engineering Services Coordinator

ACRP Asbestos removal control Plan

SSSP Site Specific Safety Plan

14.0 Asbestos Materials Risk Assessment

Material Assessment Algorithm

the following risk assessment algorithm has been used to assess the risks associated with individual asbestos containing material

Variable	Score	Example of score Variable
Product Type	0	No asbestos detected.
	1	Composite materials, vinyl floor tiles, reinforced plastics, mastics & resins, cement products, semi rigid paints / decorative finishes.
	2	poor condition composite materials, gaskets, ropes, woven textiles, paper and felts.
	3	thermal insulation, lagging, sprayed asbestos, asbestos mattresses and packing, loose asbestos, low density board, millboard, asbestos tiles.
Condition	0	No visible damage.
	1	Few scratches / marks, broken edges etc.
	2	Significant breakage / many areas of damage revealing loose asbestos fibres
	3	High damage / visible debris
Surface Treatment	0	Composite materials, vinyl floor tiles, reinforced plastics, mastics & resins.
	1	Enclosed lagging, sprays, low density board with exposed face sealed and cement sheets
	2	Unsealed low density board or encapsulated lagging/spray of cement debris
	3	Unsealed thermal insulation, lagging/spray
Asbestos Type	0	No asbestos
	1	Chrysotile
	2	Amphibole asbestos (excluding Crocidolite)
	3	Crocidolite

Total risk assessment score = (Product type + Condition + Surface + asbestos type).

Risk score	Example of score Variable
10 or Higher	High risk
7 - 9	Medium Risk
5 - 6	low Risk
4 or lower	Very Low Risk

High risk	Risk to Health and Safety is substantial and represents a serious risk to the health of occupants and visitors to the premises in its current condition. Remedial actions should be implemented immediately
Medium Risk	Situations in this category warrant urgent consideration, in that any change in one of a number of contributory factors may result in an unacceptable risk to health. It is recommended that emergency repair / remediation / sealing operations should be undertaken where any deterioration occurs.
low Risk	Situations in this category do not pose an imminent risk and the likelihood of exposure is considered to be low. It would be appropriate for materials within this category to be encapsulated where possible and active monitoring should be undertaken.
Very Low Risk	Situations in this category do not pose an imminent risk and the likelihood of exposure is considered to be low. It would be appropriate for materials within this category to be regularly monitored, as deterioration may occur over time.

15.0 Asbestos Removal Works

Only Class “A” asbestos removal contractors will be engaged to undertake asbestos removal works at Taranaki DHB owned and occupied buildings. A contractor in this category is permitted to remove all types of friable and non-friable asbestos items.

The following procedure must be followed for licensed asbestos removal work:

15.1 Contractor Induction

Asbestos removal contractors attending to any work at Taranaki DHB sites must complete the required induction process as per section 11.1.1 of this plan.

15.2 Asbestos Removal Control Plan

An Asbestos Removal Control Plan is a document that identifies the specific control measures the licensed asbestos removalist will use to make sure workers and other people are not put at risk when carrying out the work.

The licensed asbestos removal contractor must provide a copy of the Asbestos Removal Control Plan along with a SSSP to the Engineering Services Representative for review and approval prior to the start of any asbestos removal works.

15.3 Notification of Asbestos Removal

15.3.1 Notification to WorkSafe

Before undertaking asbestos removal works at Taranaki DHB sites, the asbestos removal contractor must notify WorkSafe NZ in writing at least 5 days before the removalist commences licensed asbestos removal work using the *Notification of Licensed Asbestos Removal* form which is available from WorkSafe’s website and in accordance with regulation 34. If the asbestos must be removed immediately, the licensed asbestos removalist must give notice to WorkSafe immediately by telephone and in writing within 24 hours after notice is given by telephone.

15.3.2 Notification to workers and other occupants

Taranaki DHB will ensure that the following persons are informed that asbestos removal work is to be carried out at the workplace and when the work is to commence, before the work commences:

- workers and any other persons in the vicinity at the workplace; and
- the person who commissioned the asbestos removal work.

Taranaki DHB will take all reasonable steps to ensure that the following persons are informed that asbestos removal work is to be carried out at the workplace and when the work is to commence, before the work commences:

- any PCBU at, or in the vicinity of the workplace; and

- anyone occupying premises in the immediate vicinity of the workplace where applicable.

15.4 Limited Access to Asbestos Removal Area

Taranaki DHB will ensure, so far as is reasonably practicable, that no one other than the following has the access to an asbestos removal area:

- workers engaged in the asbestos removal work;
- other persons associated with the asbestos removal work; and
- anyone allowed under the Asbestos Regulations or another enactment to be in the asbestos removal area.

Taranaki DHB may refuse to allow access to an asbestos removal area at the workplace to anyone it wishes. Taranaki DHB will refuse entry to anyone who does not comply with a control measure implemented for the workplace in relation to asbestos, or a direction of the licensed asbestos removalist.

15.5 Clearance Inspection and Certificates

Taranaki DHB will engage an independent licensed asbestos assessor to undertake clearance inspections upon the completion of asbestos removal works. The clearance inspection is a four stage process as follows:

- Stage 1: Preliminary check of site condition and job completion
- Stage 2: Thorough visual inspection inside the enclosure / work area
- Stage 3: Air monitoring and swab samples
- Stage 4: Final assessment post enclosure / work area dismantling

Upon successful completion of the clearance inspection, the independent assessor will issue a clearance certificate verifying that the area is safe to re-occupy and all asbestos has been safely removed from the area according to the scope of works and the Asbestos Removal Control Plan. A copy of this document is provided to any staff member in the vicinity of works as an assurance that the area is safe to re-occupy.

15.6 Integrity Testing and Background Air Monitoring

Taranaki DHB will engage an independent, licensed assessor to undertake integrity testing of the asbestos removal containment area prior to works beginning. The independent assessor will also undertake background air monitoring at the completion of asbestos removal and provide a report of these results. These results will be made available to any staff member in the vicinity as an assurance that works did not affect their health and safety.

15.7 Updating the Asbestos Register

Upon completion of asbestos removal works, the Engineering Services Representative will update the Asbestos Register with the relevant documentation and actions taken, including labelling of any remaining asbestos not able to be removed.

16.0 Incident Response Plan – for Events Such as a Ceiling Tile Collapse

In the event of an incident such as a ceiling tile collapse in an area where asbestos is known or suspected, special precautions will be required in order to minimize the spread of asbestos fibres from damaged asbestos containing building materials. Other incidents that will be managed using the Incident Response Plan are:

- Storm Damage
- Leaks / Flooding
- Ceiling Tile Collapse
- Emergency repairs to malfunctioning / damaged equipment (including plant equipment)

In the above instances, the following procedures are to be observed.

16.1 Staff – Responsibilities

- Nobody is to attempt to clean up potential asbestos containing materials or remove items from the area without prior authorization from the Manager Engineering Services
- Isolate the area from the adjacent area of the building by closing doors and windows to restrict airflow and control access to the area.
- Contact your Supervisor or Line Manager and state the location and description of the event

16.2 Senior Person – Responsibilities

- Assess the circumstances and determine what actions have been taken
- Call the Coordinator : Engineering Services and state the location and description of the event
- Determine the level of risk and appropriateness of actions carried out
- Initiate additional enquiries and / or actions to safeguard personnel from further risk
- Ensure that the TDHB Duty Manager has been advised
- Log an Occurrence Report via the Taranaki DHB Occupational Health and Safety reporting system

16.3 Coordinator : Engineering Services – Responsibilities

- Ensure that you have and are wearing the correct PPE / PPRE as required to maintain your safety whilst responding to this incident.
- Post signs and / or barrier tape at all entrances to the area to prevent personnel not involved in the clean-up operation from inadvertently entering the area.
- Depending on the extent and type of potential exposure, a ceiling tile tower may be utilised or the cavity isolated by installing a plastic sheet over it until further correction actions can be taken.

Engineering Services Management will arrange testing for potential asbestos and if positive, will organise for the cleanup to be performed in a manner that ensures that safe work practices in accordance with the Health and Safety at Work (Asbestos) Regulations 2016 and the Health and Safety at Work Act 2015 are followed and that the work is carried out by a specialist asbestos removal contractor.

All affected parties will be kept informed of progress and advised as soon as the area is safe to re-occupy.

16.4 Maintenance Contractor – Responsibilities

Contractors and maintenance staff should be aware that there is an emergency response kit available at both the Taranaki Base (Mechanical workshop) campuses and any DHB leased properties in the event that they need to conduct emergency works in an area with confirmed or suspected asbestos containing materials. All used PPE is to be securely bagged and disposed of in the secured waste bins held in the dangerous goods store for disposal at a licenced site as per the process shown on page 16, 11.7

Typically, the kit will include the following:

- Disposable P2 dust masks, coveralls & booties.
- Disposable plastic drop sheets.
- Asbestos waste disposal bags.
- Duct tape.
- Warning signs and barrier tape.

Locations for emergency kits and waste bins are in the boiler house.

Appendix : Sampling Procedures

Sample Collection

The first step in developing the Asbestos Management Plan (AMP) was to conduct an asbestos hazard assessment (known as a Type 2 Asbestos Survey) for every building constructed prior to 2003 or in which asbestos or ACM is identified or likely to be present. The assessment involved collecting representative samples of materials throughout the areas in question. This will be done periodically going forward to check locations that have been identified but will have no action on them at this stage

Sampling of potential asbestos containing materials must only be taken by an experienced and qualified person. The Engineering Services team at Taranaki DHB have contracted specialist providers to undertake these tests on our behalf.

Documentation of Results

The results (whether positive or negative for asbestos) are documented in a readily accessible format and available to building maintenance staff, contractors and any workers likely to come into contact with asbestos containing materials during the course of their work. The report includes:

- A list of all materials confirmed as containing asbestos as well as any that are presumed to contain asbestos (based on similar positive results)
- Comprehensive results of bulk sample analysis from an IANZ accredited laboratory.
- Description by room number or location of all sample locations.
- A marked up floor plan of the building clearly showing where each sample was taken.
- A list of materials requiring prompt removal due to severe deterioration.
- A list of materials requiring minor removal, repair or encapsulation due to slight deterioration.

The Asbestos Management Survey report is held in the custody of Engineering Services and is readily available for review when signing into site via the Taranaki DHB online asbestos register. This permits all contractors & maintenance staff to use appropriate procedures to protect both themselves and other building occupants from the release of any airborne asbestos fibres.

Appendix : Visual Re-Inspection and Re-Evaluation

All asbestos containing materials identified in the survey shall be re-inspected visually over a 5 year period . In the event of disturbance of friable material by water leak, structural failure or other unforeseen occurrence, all asbestos in the area shall be re- evaluated promptly.

Any recommendations made as a result of these inspections will include details regarding the priority, nature and extent of any corrective actions.

- Encapsulation of damaged or exposed materials.
- Removal of damaged or exposed materials.

It is essential that maintenance procedures and contract documents include information regarding the presence of asbestos containing materials. Consideration must be given to the need for protection of maintenance and service workers that may be affected by work as well as the safety of employees.

Appendix : Example of Asbestos Label



Appendix : Acronyms & Definitions

Asbestos containing materials (ACM)	Products that are known to be built from material containing asbestos.
Asbestos contaminated dust and/or debris (ACD)	For the purposes of the regulations, means: Chrysotile: (a) An average concentration over any 4-hour period of 1 fibre per millilitre of air; and (b) An average concentration over any 10-minute period of 6 fibres per millilitre of air. Amosite, crocidolite, fibrous actinolite, fibrous anthophyllite, fibrous tremolite: (a) An average concentration over any 4-hour period of 0.1 fibres per millilitre of air; and (b) An average concentration over any 10-minute period of 0.6 fibres per millilitre of air. A particle of asbestos that: (a) is not less than 5 micrometres and not more than 100 micrometres in length; and (b) is less than 3 micrometres in width; and (c) has a length to width ratio of not less than 3 to 1.
Approved code of practice (ACOP)	This Approved Code of Practice sets out WorkSafe New Zealand's (WorkSafe) expectations about how to comply with asbestos health and safety law, including the Health and Safety at Work (Asbestos) Regulations 2016. The commencement date for the Approved Code of Practice was the 3rd November 2016
Asbestos removal control plan (ARCP)	Document used by approved asbestos removal company detailing all details related to the process of removing Asbestos from our sites. This plan is what is submitted to WorkSafe prior to any work starting.
Asbestos	The asbestiform varieties of mineral silicates belonging to the serpentine or amphibole groups of rock forming minerals, including the following: a) Actinolite asbestos b) Grunerite (or amosite) asbestos (brown) c) Anthophyllite asbestos d) Chrysotile asbestos (white) e) Crocidolite asbestos (blue) f) Tremolite asbestos g) A mixture that contains 1 or more of the minerals referred to paragraphs (a) to (f) <i>The Health and Safety at Work (Asbestos) Regulations 2016</i>
Asbestos Exposure Database	The Asbestos Exposure Database is a register held by Worksafe NZ to record anyone who has been exposed to asbestos fibres.

<p>Asbestos management plan (AMP)</p>	<p>An asbestos management plan sets out how the workplace’s identified asbestos or ACM will be managed.</p> <p>An asbestos management plan will include information about:</p> <ul style="list-style-type: none"> • the identification of asbestos and ACM (eg where any signs and labels are located) • decisions, and reasons for the decisions, about how the asbestos risks are managed (eg safe work procedures and control measures) • procedures for recording incidents or emergencies involving asbestos in the workplace • information about the workers carrying out work involving asbestos, including <ul style="list-style-type: none"> ○ information and training that has been or will be provided ○ their roles and responsibilities ○ any health monitoring that has been or will be conducted
<p>Asbestos Register</p>	<p>The database held by Taranaki DHB to record all occurrences of asbestos containing material in its premises.</p>
<p>Competent</p>	<p>Having the combination of training, skills, experience and knowledge, and the ability to apply them to perform a task safely. Other factors, such as attitude and physical ability, can also affect someone’s competence.</p>
<p>Contaminated</p>	<p>Asbestos fibres have been identified either through swab testing or from air monitoring.</p>
<p>ESC</p>	<p>Engineering services Coordinator</p>
<p>Friable</p>	<p>Asbestos material that is in a powder form or able to be crumbled, pulverised, or reduced to a powder by hand pressure when dry.</p>
<p>Harm</p>	<p>Illness, injury or both, including physical or mental harm caused by work-related stress.</p>
<p>IANZ</p>	<p>IANZ is New Zealand’s premier accreditation body. An organisation that holds IANZ accreditation can have confidence in its processes and thereby provide assurance to its customers and clients</p>

<p>Management Surveys</p>	<p>A Management Survey is the standard survey carried out to support the workplace PCBU in identifying asbestos in the workplace. Its purpose is to identify, so far as reasonably practicable, the presence and location of any asbestos or assumed ACM in a building which could give rise to a risk of exposure to respirable asbestos fibres.</p>
<p>Non-Friable</p>	<p>Bonded ACM that cannot be crumbled by hand pressure alone</p>
<p>NATA</p>	<p>NATA is the authority that provides independent assurance of technical competence through a proven network of best practice industry experts</p>
<p>Officer</p>	<p>If the PCBU is:</p> <p>(A)</p> <ol style="list-style-type: none"> 1. a company, any person occupying the position of a director of the company by whatever name called: 2. a partnership (other than a limited partnership), any partner: 3. a limited partnership, any general partner: 4. a body corporate or an unincorporated body, other than a company, partnership, or limited partnership, any person occupying a position in the body that is comparable with that of a director of a company; and <p>(B) Includes any other person occupying a position in relation to the business or undertaking that allows the person to exercise significant influence over the management of the business or undertaking (for example, a chief executive); but</p> <p>(C) Does not include a minister of the crown acting in that capacity; and</p> <p>(D) To avoid doubt, does not include a person who merely advises or makes recommendations to a person referred to in paragraph (A) or (B).</p>
<p>Protective Clothing (PPE)</p>	<p>Anything used or worn by a person (including clothing) to:</p> <ul style="list-style-type: none"> ☑ Minimise risks to the person’s health and safety; and ☑ Includes air-supplied respiratory equipment <p>Specifically designed protective clothing (including coveralls, gloves, underclothing and boots) that is to be used or is used in association with asbestos work that will limit the spread of asbestos contamination to the wearer, any other person or other environment.</p>

<p>Person Conducting a Business or Undertaking (PCBU)</p>	<p>A person conducting a business or undertaking, whether the person conducts a business or undertaking alone or with others; whether or not the business or undertaking is conducted for profit or gain. Does not include:</p> <ul style="list-style-type: none"> ☐ A person to the extent that the person is employed or engaged solely as a worker in, or as an officer of, the business or undertaking; ☐ A volunteer association. ☐ An occupier of a home to the extent that the occupier employs or engages another person solely to do residential work. ☐ A statutory officer to the extent that the officer is a worker in, or an officer of, the business or undertaking. ☐ A person, or class of persons, that is declared by regulations not to be a PCBU.
<p>Reasonably Practicable</p>	<p>That which is or was, at a particular time, reasonably able to be done in relation to ensuring health and safety, taking into account and weighing up all relevant matters, including:</p> <ul style="list-style-type: none"> ☐ The likelihood of the hazard or the risk concerned occurring; and ☐ The degree of harm that might result from the hazard or risk; and ☐ What the person concerned knows, or ought reasonably to know, about: <ul style="list-style-type: none"> o The hazard or risk; and o Ways of eliminating or minimising the risk; and o The availability and suitability of ways to eliminate or minimise the risk; and ☐ After assessing the extent of the risk and the available ways of eliminating or minimising the risk, the cost associated with available ways of eliminating or minimising the risk, including whether the cost is grossly disproportionate to the risk.
<p>Respirable Asbestos Fibre</p>	<p>A particle of asbestos that:</p> <ul style="list-style-type: none"> ☐ Is not less than 5 micrometres and not more than 100 micrometres in length; and ☐ Is less than 3 micrometres in width; and ☐ Has a length to width ratio of not less than 3 to 1.
<p>Refurbishment / Demolition Surveys</p>	<p>The purpose of Refurbishment and Demolition surveys is to help PCBUs locate all of the asbestos within a workplace (or the relevant part) before work commences. It is a disruptive and fully intrusive survey which may need to penetrate parts of the building structure.</p>

Restricted Asbestos Work	Work in one or more of the following categories: <ul style="list-style-type: none">☐ Work involving asbestos, if the asbestos concerned is friable and is, or has been used in connection with thermal or acoustic insulation, or fire protection, in buildings, ships, structures or vehicles.☐ Work involving asbestos, if the asbestos concerned is friable and is, or has been used in connection with lagging around boilers, ducts, furnaces or pipes.☐ The demolition or maintenance of anything, including a building or part of a building
Site Specific safety plan (SSSP)	

ASBESTOS REMOVAL CONTROL PLAN

Prepared by

Date

--	--

Asbestos removal licence holder (PCBU name)

Licence number

--	--

Asbestos removal licence holder contact details

--

For ACM removal at:

--

Client details (PCBU)

--

The following parties will be informed about the upcoming asbestos removal and intended start date:

Entity	Name and position	Organisation	Address	Phone/email

IDENTIFICATION

Location	Description of asbestos or ACM	Type of asbestos	Estimated volume or area	Condition		Describe condition
				Friable	Non-friable	

SUPERVISORS

The person who will supervise asbestos removal is:	Contact details:

WORKERS

Worker name	Date Training Completed	Supervisor

TIMING OF REMOVAL WORK

Planned start date:

Intended completion date:

--	--

Date of planned notification to WorkSafe:

--

Trained first aider on site:

Name	Contact phone

Emergency contact details:

Name	Contact phone
Emergency Services	
Taranaki Base Hospital	
WorkSafe NZ	

All workers are trained in emergency response	Yes	No
Emergency response equipment is indicated on site plan	Yes	No

The following have been identified as potential emergency situations:

Emergency	Controls to manage emergency



SITE PLAN

CONTROL OF NON-ASBESTOS HAZARDS

The following risks have been identified during the planning stages of the asbestos or ACM removal:

Risks	Controls to manage the risks

PERSONAL PROTECTIVE EQUIPMENT

The following PPE and RPE will be supplied and worn at all times throughout the asbestos removal process:

Workers have received appropriate training for PPE and RPE use Yes No

Workers have received information about the health risks of licenced asbestos removal work and health monitoring requirements.

Yes No

REMOVAL

Removal method

Details of the planned methodology for removing the asbestos or ACM.

TOOLS AND EQUIPMENT

Warning: High speed abrasive power or pneumatic tools such as angle grinders, sanders, saws and high speed drills must not be used when removing asbestos or ACM.

The following tools and equipment will be used when removing asbestos or ACM.

Hand Tools:

Powered equipment:

Saturation equipment

VACUUM CLEANER(S)

Make	
Model	
Last Test Date	

EQUIPMENT MAINTENANCE

All tools and equipment used in removing asbestos or ACM are inspected before all removal work Yes
 No

All tools and equipment used in removing asbestos or ACM are inspected and cleaned following Yes
 No
 all removal work

All tools and equipment used in removing asbestos or ACM are inspected and cleaned at least Yes
 No
 Once every 7 days when in continuous use

ENCLOSURE

Complete enclosure of the work area will be required: Yes No

Enclosure area is displayed on site map/ the location is described Yes No

The enclosure will be constructed as follows:

The following NPU's will be used in conjunction with the enclosure:

Make	
Model	
Rating	

Smoke testing should be conducted prior to use and at the following intervals to confirm the integrity of the enclosure

Frequency of testing:

Person responsible for conducting and recording the tests:

DECONTAMINATION FACILITIES

The following decontamination facilities will be interconnected or used with the enclosure:

Other control measures

The following additional controls will be put in place to contain asbestos within the designated work areas.

MANAGEMENT AND DISPOSAL OF ASBESTOS WASTE

Onsite containment of removed ACM

Removed (waste) asbestos or ACM will be held onsite for more than one working day.

Yes No

Person responsible for safe asbestos waste storage on this site:

If yes, detail how the ACM will be stored, including the type of storage containers to be used and the location for stored waste within the removal area:

Asbestos will be stored in a labelled, sealed container before removing from the site Yes No

All asbestos waste will be stored in the designated location for asbestos waste Yes No

Used, disposable PPE and RPE will be stored in a labelled, sealed container before Yes No

Removing it from site

AIR MONITORING AND CLEARANCE

Air monitoring programme

If no air monitoring is required, provide reason

DETAILS OF THE ASBESTOS ASSESSOR OR COMPETENT PERSON ENGAGED TO PLAN AND CONDUCT AIR MONITORING AND CLEARANCE:

Name

Assessors licence number (if applicable)

Contact details

--

THE FOLLOWING AIR MONITORING WILL BE CONDUCTED:

Before removal

During removal

After removal

Monitoring points identified on site map	Yes	No
--	-----	----

DECLARATION AND SIGN-OFF

I declare the information in Part A of this plan is accurate to the best of my knowledge

Signed by	Date
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Upon completion of this section, a copy of the plan and related documents has been supplied to:

PCBU who commissioned the removal	Yes	No
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Other (state)	Yes	No
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ASBESTOS REMOVAL CONTROL PLAN

Part B

TIMING OF REMOVAL WORK

Start Date

Completion Date

--	--

Date of notification to WorkSafe:

--

Copy of notification attached:

Yes No

In addition to the information recorded in Part A, the following people or parties were also informed about the asbestos removal and start date.

Entity	Name and position	Organisation	Address	Contact details

Respirators (RPE)

All workers wearing a negative – pressure respirator were clean shaven.

Yes No

DISPOSAL OF ASBESTOS WASTE

PCBU engaged to transport waste:

Disposal site was:

Copies of waste disposal docket received: Yes No

CLEARANCE

Did the asbestos removal area pass the clearance inspection? Yes N/A

Copy of clearance certificate received: Yes N/A

DECLARATION AND SIGN-OFF

I declare the information in Part A of this plan is accurate to the best of my knowledge

Signed by Date

--	--

Upon completion of this section, a copy of the plan and related documents has been supplied to:

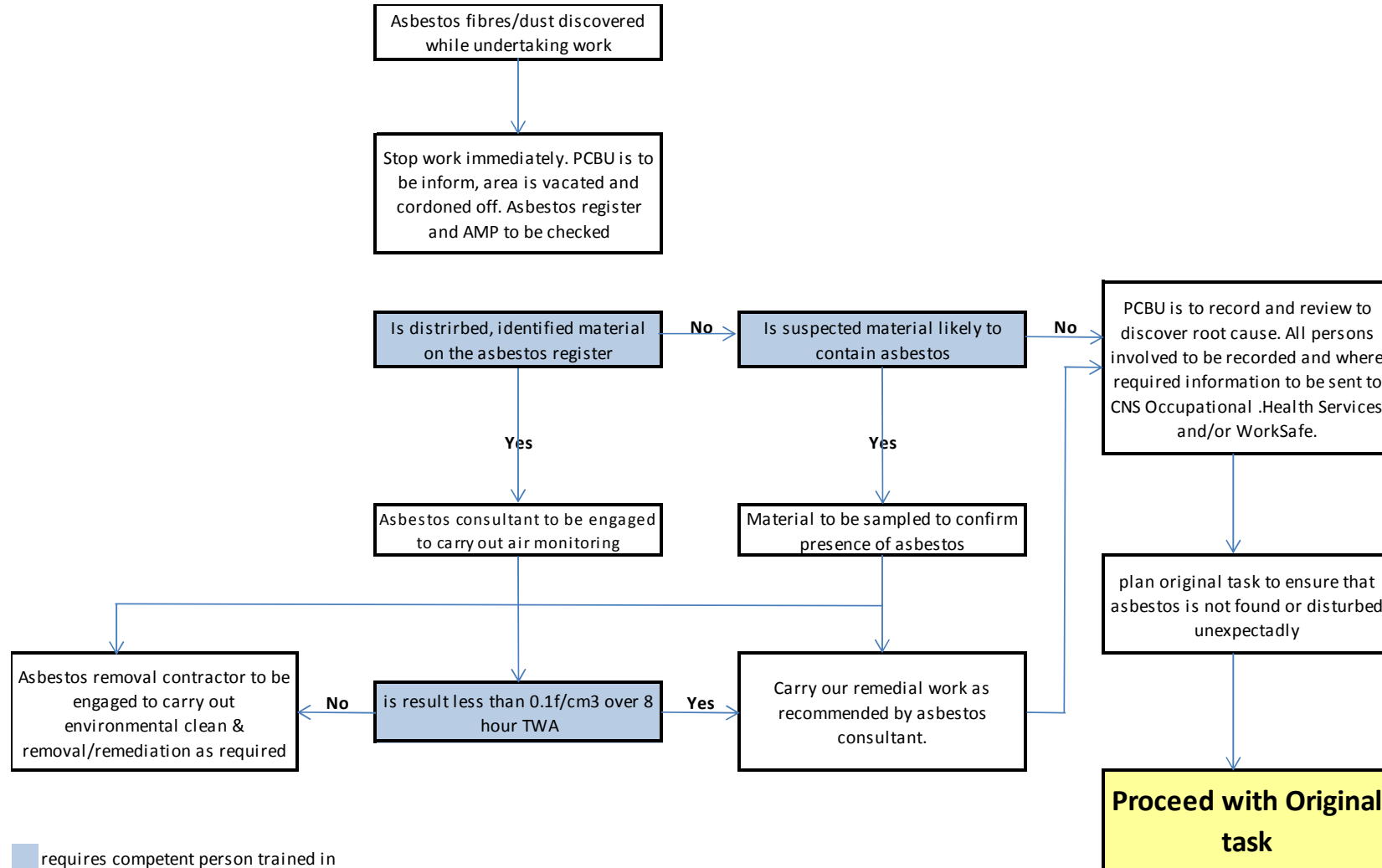
PCBU who commissioned the removal Yes No

Other (state) Yes No



Taranaki District Health Board

Emergency Response



requires competent person trained in identifying sbestos and/or ACM



Appendix : Site Declaration Form

Taranaki District Health Board Building Details

Nominated Taranaki District Health Board Representative

I hereby declare that I,, acting on behalf of confirm that I have received a copy of the Asbestos Related Data (in electronic/hardcopy format) applicable to the works I will be responsible for management of on the Taranaki District Health Board site.

I also confirm that I will disseminate this information to any operative in the employ of the above named company and to any other sub-contracting companies that are employed by the above named company that are requested to carry out any works on the Parliamentary Services site.

I confirm that whilst disseminating this information to others as detailed above, where information may be unclear or lacking, no work will be carried out in the designated area of the site until I have received a written response on the issues raised from the representative of the Taranaki District Health Board (as shown above). I confirm that any additional information received within this process will also be disseminated as detailed above.

Signed _____

Company _____

Date _____