Asbestos Management Plan

Version 1.2
# Table of Contents

1. Introduction .................................................................................................................... 3
2. Statutory requirements ..................................................................................................... 3
3. Background ..................................................................................................................... 3
4. General principles .......................................................................................................... 4
5. Management Plan .......................................................................................................... 4
6. Consultation ................................................................................................................... 5
7. Register .......................................................................................................................... 5
8. Records .......................................................................................................................... 5
9. Control indicators for asbestos containing materials ..................................................... 5
10. Potentially hazardous processes ................................................................................... 6
11. Exposure standards ....................................................................................................... 6
12. Warning Signs and labels ............................................................................................. 7
13. Health Surveillance ....................................................................................................... 7
14. University contacts ....................................................................................................... 7
Appendix A - Asbestos management plan flowchart .......................................................... 8
Appendix B – Examples of (old) materials that may contain asbestos ............................... 9
Appendix C – Examples of warning signs and labels .......................................................... 10
References and further information ................................................................................. 11
Asbestos Management

1. Introduction

The University acknowledges that due to the age of some structures on its campuses that there will be some materials containing asbestos present, and it has an obligation to ensure that they are managed in accordance with legislative requirements to prevent health and environmental related risks. The Division of Facilities Management has adopted the Asbestos Management Plan as recommended by the National Occupational Health and Safety Commission “Code of Practice for the Management and Control of Asbestos in Workplaces – NOHSC 2005” to manage asbestos containing materials at the University.

2. Statutory requirements

NSW Occupational Health & Safety Act 2000
NSW Occupational Health & Safety Regulation 2001
NSW OHS Amendment (Chrysotile Asbestos) Regulation 2003
Code of Practice for the Management and Control of Asbestos in Workplaces NOHSC: 2018 2005

3. Background

Asbestos is a general term that covers a number of fibrous minerals. Asbestos is the fibrous form of mineral silicates belonging to the serpentine and amphibole groups with the most common types being crocidolite (blue asbestos), amosite (brown or grey asbestos) and chrysotile (white asbestos). Asbestos and asbestos containing materials were used in a variety of domestic and commercial applications from the 1950s up until the mid 1980’s. Examples of these types of products are listed in Appendix B.

Asbestos materials in a bonded form do not present an immediate health risk, if they remain undisturbed and in a good condition. It is the inhalation of fibres from friable forms of asbestos or dusts generated by disturbing bonded materials may lead to the risk of asbestos related disease.
4. General principles

In accordance with the management plan the University will

- assess and/or survey property to ascertain the presence or absence of asbestos
- maintain a register containing the location or suspected location of asbestos
- assess potential health risks and implement control mechanisms
- remove or control asbestos materials that pose an immediate health risk
- regularly review and monitor identified areas to ensure they are in good condition and do not pose an immediate health risk
- continually work towards an asbestos free University

A risk assessment approach will aim to identify, evaluate, control, and monitor sources of asbestos throughout the University, with an emphasis on all buildings and structures constructed prior to 1990. The risk assessment must be carried out by a competent person and include the:

- condition of the asbestos containing material
- likelihood of exposure
- nature and location of any work to be carried out is likely to disturb the asbestos containing material

The following hierarchy of controls, as recommend by the National Health & Safety Commission (NOHSC), will be used.

1. Elimination or removal
2. Isolation, enclosure or sealing
3. Engineering controls
4. Safe work practices (administrative controls)
5. Personal protective equipment (least preferred)

If no single highest order control is suitable, then a combination of the above may be required.

5. Management Plan

The key aspects of the NOHSC Asbestos Management Plan include the:

- aim for an asbestos free workplace
- aim to label all identifiable asbestos containing materials and record them in the register
- perform a risk assessment on all identified asbestos containing materials
- implement appropriate control measures based on the risk assessment
- ensure consultation is included in each part of the asbestos management plan

The NOHSC asbestos management plan flow chart is included in Appendix A.
6. Consultation

The plan will include consultation at each step of the process. The consultation will include information sharing. The steps of the process include inspection, identification, evaluation, and control outcomes.

7. Register

An asbestos register, as described in the requirements of the OHS regulation 2001 will be maintained and include the following for each structure:

• the date
• the type of material, including a sufficient description for identification
• the condition of the material
• the location of all asbestos and asbestos-containing material
• risk assessment details
• any action taken to control asbestos or asbestos-containing material,
• that the register be accessible to the occupants of the area

8. Records

Records must be kept of any works performed on asbestos containing materials, that include the:

• details and scope of the work performed
• names of those performing the work,
• date or dates of the work and
• include copies of any clearance certificates or permits

9. Control indicators for asbestos containing materials

The following descriptors will aid the control of identified asbestos containing materials.

Leave & maintain: Stable asbestos containing materials that are not prone to damage.

Encapsulate/ Seal: Stable asbestos containing materials that may be prone to damage & require protection of exposed surfaces. Not to be used if the surface coating will create significant disturbance of asbestos fibres.

Enclose: Stable asbestos containing materials that may be prone to damage and where encapsulation or sealing does not provide sufficient protection or may disturb asbestos fibres. May be suitable if removal is not a viable option.
Remove: Unstable asbestos containing materials or friable asbestos containing materials that are prone to damage.

It is important to note that the most appropriate action in some instances, derived from the risk management process, will not be for the materials immediate removal. In some instances the removal process may prove more hazardous than other options such as sealing or enclosure. The removal of stable asbestos containing material would then occur as part of the renovation process at a later date.

10. Potentially hazardous processes

There are a variety of maintenance and service work processes that have the potential to disturb asbestos containing materials. These include any process that is likely release asbestos fibres and can include the:

- removal of asbestos containing materials
- drilling of asbestos containing materials
- sealing, painting and cleaning asbestos cement products
- cleaning gutters on asbestos cement roofs
- handling asbestos cement conduits or boxes
- working on electrical mounting boards containing asbestos

The “Code of Practice for the Management and Control of Asbestos in Workplaces” – NOHSC 2005 contains a number of appendices that include advice for the:

- Selection and use of personal protective equipment
- Drilling of asbestos containing materials
- Sealing, painting, coating and cleaning of asbestos cement products
- Cleaning leaf litter from the gutters of asbestos cement roofs
- Replacing cabling in asbestos cement conduits or boxes
- Working on electrical mounting boards (switchboards) containing asbestos

11. Exposure standards

The following exposure standards set out the airborne concentrations of asbestos, which levels below should not damage the health of workers, as listed in the “Safety guidelines and requirements for work involving asbestos” - Workcover 2003.

- Amosite (brown asbestos) 0.1 fibres per millilitre of air
- Crocidolite (blue asbestos) 0.1 fibres per millilitre of air
- Chrysotile (white asbestos) 0.5 fibres per millilitre of air
12. Warning Signs and labels

All warning signs and labels are to comply with AS1319 – “Safety Signs for the Occupational Environment”

Examples of signs and labels are included in Appendix C. The wording may vary in accordance with AS1319. The positioning of these must be in line with the asbestos management plan and they are to be placed in positions that provide the necessary identification and information required to prevent inadvertent disruption to the asbestos containing material.

13. Health Surveillance

Any exposure or potential exposure must be reported to the University on its standard accident and incident form. For individuals that have been potentially exposed, the University will consult, and where indicated will arrange for an appropriate personal health surveillance which usually includes a chest x-ray. Details of any potential exposures will be kept on their personal staff records.

14. University contacts

Further information can be obtained by using the contact numbers below or via the division of Facilities Management feedback facility located at http://www.csu.edu.au/division/facilitiesm/f_feedback.html

Campus Services Managers

- Albury Wodonga  ph  02 605 19616
- Bathurst  ph  02 633 84651
- Dubbo  ph  02 636 57672
- Orange  ph  02 636 57672
- Wagga  ph  02 693 32925

Facilities OHS Manager  ph  02 693 34321

University Manager OHS  ph  02 633 84096
Appendix A - Asbestos management plan flowchart

Code of practice for the management and control of asbestos in workplaces – NOHSC 2005
Appendix B – Examples of (old) materials that may contain asbestos

The following list contains examples and uses of asbestos containing materials. The year in which the products would have ceased containing asbestos will vary depending on the product and the country of its manufacture. It is important to appreciate that not all these materials will contain asbestos and that undisturbed materials in good condition do not pose an immediate health risk.

Examples of (old) materials that may contain asbestos

- Acoustic ceiling tiles
- Asbestos cement building materials such as corrugated sheets, flat sheet, pipe, gutters moulded products, floor sheets, chimney, heater and hot water flues
- Casing for water pipes
- Communication covers
- Some old cloths and tapes
- Electrical metering backing boards
- Eaves up til 1984
- Some corrugated fencing
- Old heatbank heaters
- Fire doors
- Some gaskets
- Lagging around old water pipes
- Lift motor rooms
- Slow combustion heater seals
- Some textured wall and floor coatings
- Vermiculite spray
- Wall and ceiling sheeting in wet areas up til around 1984
- Behind some old kitchen splashbacks
- Old square vinyl tiles up til 1982
- Some larger water main pipes
- Some bituminous coated products eg bituminous waterproof membrane used on flat roofs
Appendix C – Examples of warning signs and labels

Code of practice for the management and control of asbestos in workplaces – NOHSC 2005
References and further information

1. Choosing an Asbestos consultant, fact sheet – Workcover NSW
2. Code of Practice for the Management & Control of Asbestos in Workplaces – NOHSC 2005
5. Managing Asbestos - ACT Asbestos Taskforce
6. Managing asbestos in commercial premises – ACT Asbestos Taskforce
7. NSW Occupational Health and Safety Act 2000
8. NSW Occupational Health and Safety Regulations 2001
10. Working with Asbestos – Workcover NSW 2008
11. NSW Occupational Health and Safety Amendment (Chrysotile Asbestos) Regulation 2003