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Information

The *Control of Asbestos Regulations 2006* bans the importation, supply and use of all forms of asbestos. It continues the ban introduced for blue and brown asbestos 1985 and for white asbestos in 1999 and the ban of second-hand use of asbestos products such as asbestos cement sheets and asbestos boards and tiles; including panels which have been covered with paint or textured plaster containing asbestos.

This need not give rise to concern – nursery buildings that currently contain asbestos cement products do not have to be replaced, nor the asbestos products stripped out. But the regulations are important because of the large amount of compressed or moulded high-density asbestos cement used as building material on nurseries and farms.

Some of the roofing sheets, wallboards, gutters, drainpipes, irrigation mains, bench tops, bed edges and flues found on your nursery could be made from this material. Even fairly new buildings can contain such products as their UK manufacture only ceased at the end of 1996.

It is impossible to identify white asbestos products with the naked eye, but provided they remain undisturbed, structures containing white asbestos products will not be affected by the regulations in any case.

The regulations apply as soon as you start planning to carry out repairs or essential maintenance work, or if you want to demolish any buildings. That's why it's useful knowing to what extent white asbestos is present on your holding.

Although the importation, supply and use are now banned, it has been estimated by some that half a million sites still contain asbestos and large quantities have been used throughout nurseries. If asbestos is in good condition and remains undisturbed it will not cause harm. However, if it is damaged or disturbed it releases fibres, which if breathed in, are harmful to health.

Exposure to asbestos can lead to asbestosis, lung cancer or *Mesothelioma*. Asbestosis is caused by inhalation of asbestos fibres deep into the lungs, thus impairing their capacity to absorb oxygen. Victims become increasingly breathless and physical activity is curtailed. *Mesothelioma* is a tumour, which attacks the pleura or the membrane covering both lungs and the lining of the inner wall of the chest cavity. It develops quickly and can be fatal. It can also contribute to the development of other types of lung cancer.

Government figures estimate that around 4,000 people in Britain die of asbestos related diseases every year.

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This information sheet deals with the issues that arise from legislation on asbestos which has been used on nurseries quite extensively over the years. It outlines the requirements to manage asbestos in all commercial premises under the *Control of Asbestos Regulations 2006*. This information sheet gives you an example of an asbestos management plan that can be adapted to your nursery to help you with compliance to the regulations.

Asbestos cement is defined as *'a material which is predominantly a mixture of cement and asbestos and which when in a dry state has a density greater than 1 tonne per cubic metre'*.

MATERIALS CONTAINING ASBESTOS

Asbestos-containing materials are defined as any material that contains asbestos fibres. These fibres can be found in many materials, not only in building materials such as roof sheeting, interior cladding or partitions, but also in ceiling and some floor tiles. Due to the fire resistance properties of asbestos, it has also been used as loose packing in firewalls and in ceilings. You need to be diligent with your checking of all materials that have been marketed as being fire resistant. It has also been used in cement piping and bitumen roofing materials as well. Asbestos was used in brake and clutch lining materials up until the mid 1980s.

IMPORTATION, SUPPLY AND USE OF ASBESTOS

The *Asbestos (Prohibition) Regulations 1992*, the *Asbestos (Prohibition) Regulations 1999* and the *Asbestos (Licensing) Regulations 1983* were combined in 2006 to become the *Control of Asbestos Regulations 2006* which prohibits the importation, supply and use of asbestos. Blue and brown asbestos were prohibited from 1 January 1986 and white asbestos was prohibited from 24 November 1999. Under the terms of the Regulations 'supply' means the sale, lease, hire, hire purchase, loan, gift or exchange. These Regulations are not likely to have a major impact on nurseries as they generally relate to the commercial supply of asbestos products. However, some may be affected by these regulations because they have unused asbestos sheeting on the nursery or are offered second-hand sheeting for sale. Any new materials that you have bought or that have been used on the nursery since November 1999 are unlikely to contain asbestos.

Under the Regulations there are specific prohibitions on using any asbestos cement product unless it is white asbestos installed on the premises before 24 November 1999 and it remains installed on those same premises. This means that the only time it is legal to use white asbestos is if a complete building or structure is dismantled and re-erected on the same premises without alteration and the building or structure was in place before 1999. Part 3 (29) states:

'unless it is installed in or forms part of any premises or plant and, before 24th November 1999, it was installed in or formed part of those same premises or plant.'

The building or structure must not be moved outside the nursery boundary to qualify under the interpretation of this Regulation. To clarify, movement must be on a single holding only, if you have more than one holding, and they are separated, you cannot move asbestos buildings between these holdings.

If you have an asbestos building or structure and it has not been yet been erected you cannot now construct it. This is because a building in this form was not installed or did not form part of the holding before November 1999.

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In all other circumstances the use of materials containing asbestos is illegal. If you have spare or surplus asbestos on your nursery, such as replacement roof sheets, bed edges or bench tops it is deemed to be waste as it cannot be used and should be removed and disposed of correctly. Asbestos-containing materials should not be used in any maintenance or repair.

Remember that asbestos materials on the nursery do not have to be replaced. Asbestos that is in good condition poses no risk to human health, as fibres need to be released in order for it to be harmful. It is much safer to leave asbestos materials that are in good condition in place than to replace them.

LEASING, BUYING OR SELLING PROPERTY

If you are buying, selling or letting a building that includes materials containing asbestos it is not deemed to be supply of asbestos under the Regulations. However, if you are let property that contains asbestos products it is important to note the fact in the conveyance or contract when negotiating. It may also be necessary to make very clear who is responsible for the management of asbestos on the nursery in the legal documents.

As you now need to manage asbestos on holdings, the value of the site that contains asbestos materials may be lowered. It is important that, when buying any property, you ask to see the asbestos management plan that should identify all asbestos on the property. Since 1 May 2004, the seller is required to provide information on the location and condition of asbestos. Similarly, when leasing property, you should note any asbestos present and you should check the tenancy agreement to ascertain who is responsible for the management of it.

WORKING WITH ASBESTOS

Working with certain types of asbestos products is less dangerous than others so it is important to first identify the type of asbestos that you are working with. Working with some types of asbestos, under certain circumstances requires a licence or official notification. Working with asbestos includes any removal, repair, disturbance, and any similar work and includes the supervision of this work.

CHECKING FOR ASBESTOS CEMENT

Asbestos cement is a mixture of asbestos and cement that is compressed. The most common asbestos cement products are roofing sheets, wallboards, gutters, drainpipes, irrigation mains and fire flues. Asbestos cement products often contain white asbestos and sometimes blue asbestos.

Asbestos cement products, using white asbestos, were being used in the UK up to the end of 1999 so there is still a considerable amount of asbestos cement in use. However, since non-asbestos cement products, which can look almost identical to asbestos cement products, have been available from the early 1980s, asbestos cement is not so easy to identify. Check the installation dates of the building or scheme as this can be useful in trying to identify asbestos. If something looks as though it may contain asbestos you should assume that it does until it has been sampled and tested to prove otherwise.

LICENSING OF ASBESTOS WORK

Generally speaking, any work that involves a material that has an asbestos coating, is asbestos insulation, or is asbestos insulating board is most likely to require a licence. Work with asbestos cement or any asbestos product that is combined with bitumen, plastic, resin or rubber, which is not primarily insulation, is exempt from the requirements (for example floor tiles and roofing felt). Asbestos cement is far less likely to create high concentrations of asbestos fibres in the air as the fibres are firmly bound into the cement.

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As well as exemptions for some asbestos products, there are also exemptions when working under certain circumstances. The first exemptions are mainly aimed at contractors you may employ to do maintenance or building work on the nursery. You will not require a licence for work in the following circumstances:

- for any person carrying out work on materials with asbestos coating, asbestos insulation or asbestos insulating board, that is not made of asbestos cement, for not more than one hour in any consecutive seven day period; and
- if the total time spent by all persons involved does not exceed two hours.

You do not require a licence if the work being carried out is on your premises by your employees or if you are self-employed and you are carrying out the work on your own premises. Remember that licensing or notification is not required if work is being carried out on asbestos cement or any asbestos product that is combined with bitumen, plastic, resin or rubber, which is not primarily insulation. If the work being carried out involves materials that have asbestos coating, are asbestos insulation or are asbestos insulating board, that is not made of asbestos cement, you are required to notify the Health and Safety Executive (HSE) at least 14 days before you start work.

Whether or not you need to obtain a licence or give notification when working with certain asbestos products you will still need to comply with the general health and safety legislation. This includes the provisions of the *Health and Safety at Work etc Act 1974* and the *Management of Health and Safety at Work Regulations 2003*. Specifically, requirements for work with asbestos are contained in the *Control of Asbestos Regulations 2006*.

If you have decided to carry out work with asbestos then you will need to comply fully with the requirements of the *Control of Asbestos Regulations 2006*. As there is a significant risk when working with asbestos the requirements and the compliance of the regulations are quite extensive. They include the identification of the type of asbestos that will be worked on as the risks involved can vary according to type. A full risk assessment of the required work must be carried out, including a determination of the degree of exposure to asbestos fibres. The risk assessment may also identify the need for air monitoring to calculate the level of exposure to asbestos fibres. Full recording and implementation of the findings of the risk assessment are also required.

It should also be noted that any work involving air monitoring or collecting of samples for the purposes of identifying asbestos does not require a licence. But air monitoring can only be carried out either by an organisation accredited by the United Kingdom Accreditation Service as complying with International Standard ISO 17025 or a person working on their own premises meeting that standard.

The Regulations outline requirements for the provision of information and training, the implementation of control measures to reduce exposure to asbestos and the provision of protective equipment. Of course, not all the requirement of the Regulations will apply in all circumstances. However, a full risk assessment will need to be completed to ascertain appropriate action. If you are considering carrying out work with asbestos it is strongly advised that you obtain a copy of the Health and Safety Executive's Asbestos Essentials Task Manual HSG210 which gives details on safe working practices. A hard copy is available at £12.95 from HSE Books (ISBN 0 7176 1887 0). Other information that may be of assistance is listed towards the end of this document.

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In the majority of cases it will be more appropriate to solicit help from a licensed contractor. However, a risk assessment may conclude that some small jobs on the nursery only pose a minimal risk to yourself or your employees and could therefore be done by nursery staff; some of these tasks could include:

- The maintenance of existing buildings containing asbestos cement sheets, including the removal of cladding or broken sheets and replacement of them with sheets that do not contain asbestos. Remember that broken sheets must be disposed of correctly;
- Maintenance work on roof lights and extractor fans fitted into asbestos cement sheets;
- The removal and re-fitting of unbroken sheets, during building maintenance, where access is needed behind asbestos sheeting.

Even for these small tasks the *Control of Asbestos Regulations 2006* need to be complied with. Precautions for the prevention of exposure or, where this is not reasonably practicable, for controlling exposure to asbestos need to be taken. Ways in which you can minimise exposure and control the spread of asbestos fibres include the following:

- restrict access to the work area to people that need to be there;
- avoid breaking any asbestos product;
- keep the material wet when working on it;
- lower the asbestos material onto a swept, clean, hard surface;
- wear the correct respiratory mask and other protective clothing;
- bag and remove waste from the site as soon as possible to prevent the further spread of fibres and it being crushed, underfoot or by moving vehicles;
- do not push materials containing asbestos into piles;
- remove the asbestos cement before the rest of a structure is demolished;
- do not dry sweep asbestos debris;

TREATING, CLEANING OR PAINTING ASBESTOS

If asbestos sheets are covered with algae, moss or lichen then it is possible to clean them provided appropriate precautions are taken. You will need to risk assess the release of asbestos fibres and comply with the provisions of the *Control of Asbestos Regulations 2006*. Do not use high pressure cleaning equipment as it can disturb the material and release asbestos fibres.

A good risk reduction strategy with asbestos cement products is to coat them with paint to contain any stray fibres.

The coating should adhere firmly to the surface of the asbestos material. Where the surface of the asbestos material is dusty and may not permit a good coating, it can be prepared by cleaning with a suitable vacuum cleaner Type H (BS5415) or wiping with a damp cloth, which should then be disposed of as asbestos waste. You can use an alkaline resistant primer (asbestos cement is alkaline) or other suitable material, to prime the surfaces for sealing before applying the topcoat.

BRAKE AND CLUTCH LININGS ON NURSERY VEHICLES

Since 24 November 1999, the supply or fitting of brake and clutch linings containing asbestos was banned. With only a minor number of exceptions, the ban affects all vehicles put into service after 31 December 1972. If you have such a vehicle you should contact your local dealer for further advice.

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The practical effect of this legislation falls on both growers using machinery containing asbestos-based linings and on the manufacturers and suppliers of such equipment. It is imperative that you check with your local dealer well in advance if you require replacement parts. Some machines will not only require the brake linings but also modifications to the braking system to cope with non-asbestos products, due to the generally lower braking efficiency of non-asbestos linings. Remember that replaced or spare asbestos brake linings must be disposed of as asbestos waste.

ASBESTOS DISPOSAL

Currently, horticultural and agricultural waste falls outside the scope of waste management controls. If asbestos originates from horticulture, it is deemed agricultural waste and it is currently legal to dispose of it by burying it on the site from which it arose. Any asbestos buried on the nursery should be placed in double-bagged plastic sacks and appropriately sealed before disposal. However, before you decide to bury asbestos you should be aware of a few important points:

Part IIA of the *Environmental Protection Act 1990*, introduced in April 2000, requires all local authorities to identify contaminated land in their area. If a local authority determines that a site is contaminated land it has a duty to ensure that the land is remediated. Despite the fact that asbestos can currently be disposed of on the nursery, growers could fall foul of the Contaminated Land legislation. Local authorities may class land that has had asbestos buried on it as 'contaminated'. Costs involved in remediation or clear up can be expensive. As a consequence, asbestos burial could have an affect on the value of your land in the future.

In the past, the UK has faced EU proceedings for failure to comply with waste management requirements under the EU Waste Framework Directive. This included failure to control wastes arising from agriculture and proposals were put forward to extend the scope of the current waste management controls. These proposals now include agricultural wastes and this means that the disposal of asbestos on nurseries will become illegal.

Do not ignore the Regulations regarding disposal of asbestos on the nursery or you will find that severe and costly procedures involved in monitoring and clear-up requirements will be forced on you. If you are at all in doubt of the timing of the new Regulations please ask first. Ideally, growers should arrange for asbestos to be disposed of at a landfill site that has been licensed to take hazardous waste such as asbestos. Your local Environment Agency office should be able to help you with a list of locally registered waste carriers that can collect and transport your waste asbestos.

As agricultural waste is currently not subject to waste management controls (and subsequently hazardous waste controls), growers do not need to pre-notify the Environment Agency of the movement of asbestos from the nursery. However, on collection of your asbestos, the waste carrier will be required to fill out a consignment note. This note details information such as the type and quantity of waste. A copy will be left with you for your records. On delivery to the landfill site the waste carrier will also leave a copy with the landfill site operator for his records.

As well as amendments to waste management regulations to control asbestos disposal on the nursery, amendments to hazardous waste controls have also taken affect. Go to www.netregs.gov.uk for an update.

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Costs of collection, transport and disposal of asbestos can vary from £110-£220 per tonne, depending on your region and is quite expensive. Asbestos sheeting weighs around 16kgs/mt², so on a building roof 12 mts x 30 mts you could have 6 tonnes of asbestos to dispose of. However, you must bear in mind that costs associated with clear up or remediation of areas of the nursery where asbestos is buried may prove to be time consuming and much more expensive than disposal through a properly licensed landfill site.

MANAGEMENT OF ASBESTOS

Regulation 4 of the *Control of Asbestos Regulations 2006* introduces a duty to manage asbestos in the workplace. The aim of the Regulation is to protect people who may disturb asbestos products or become exposed to asbestos fibres as part of their work activities, specifically, people in the construction industry who regularly carry out work or maintenance in buildings that contain asbestos and, because they are unaware of the presence of asbestos, are regularly exposed to the fibres. This aim should be borne in mind when developing your management plan.

An example of an asbestos management plan can be found at the end of this information sheet. The rest of this section details the requirements of Regulation 4 to help you put together a simple asbestos management plan.

Duty Holder – Agricultural Tenancies

The duty to manage asbestos in the workplace falls on the person or organisation that is responsible for the repair or maintenance of the premises. It does not include the houses or any tied houses, as they are domestic premises. This means that if you are an owner-occupier of a nursery you are responsible for the management of the asbestos in the buildings on the site. However, if you are a tenant this will be more complicated as the duty to manage the asbestos will fall on the person who is responsible for repair and maintenance of nursery buildings. Tenants need to check their tenancy agreement to identify if the liability falls on the landlord or the tenant to execute repairs and replacements on nursery buildings; this will allow the parties to ascertain who the correct duty holder is for each nursery building. Tenants should also think about tenant improvements and fixtures.

The Regulations also state that there must be co-operation between landlords and tenants to ensure that asbestos is managed correctly. This could include giving access to the premises for surveying to take place or sharing information, such as invoices and delivery notes, to help identify asbestos in buildings.

Tenants should also be aware that any asbestos that does not form part of a nursery building is the responsibility of the tenant. For example, spare asbestos cement roof sheeting that is not in use will need to be disposed of as waste by the tenant; this is because its use is prohibited and it does not form part of the nursery buildings.

Identifying Asbestos – Asbestos Survey

The first thing you must do in order to comply with the Regulations is to carry out an asbestos survey of the nursery. Most growers will be able to do this survey themselves; it is a simple visual inspection. You will need to identify where asbestos is located on the nursery and make an assessment of the condition that it is in. You only need to inspect parts of the premises that are reasonably accessible. For example, you shouldn't remove wall cladding to see what is behind it.

Some materials will be easy to rule out such as bricks, wood and glass. However, for other materials this may not be so easy (for example roof sheeting). There are a couple of simple methods that you can use to determine quickly whether something is or is not asbestos. The first is the date that it was purchased - any new materials bought after 1999 should not contain asbestos. Secondly,

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you should look at building plans or invoices from when the building was constructed; these can indicate the materials that were used or any materials that may be hidden from view. If you have used either of these methods you should keep a copy of the evidence that you used; you may be asked to produce it by the HSE.

With the materials that you have left, which cannot be easily identified by the naked eye, by date or by searching through nursery records, you have two options. The easiest and cheapest option is to assume that the materials do contain asbestos. For the purposes of asbestos management these materials should be treated as if they contain asbestos fibres. Alternatively, you can have the materials sampled and analysed to ascertain whether or not they contain asbestos.

Once you have identified where the materials are you will also need to assess the condition they are in. This can be as simple as, for example, it is in good condition, or, it has minor damage but can be repaired/sealed or that it is in poor condition and needs to be removed. If you have noted in your survey that asbestos materials are in poor condition or have minor damage you will also need to note what action you took to reduce or eradicate the risk of exposure to asbestos and on what date the work was completed. One of the ways of doing this is a simple repair, such as replacing a single broken roof sheet or sealing or enclosing it - remember all waste asbestos needs to be disposed of correctly.

If there is a risk of exposure to asbestos fibres to those who are working in a building but not actually on the building itself, it may be necessary to do a full risk assessment on the workplace with respect to the asbestos. If asbestos is in good condition or has been sealed or enclosed this will not normally be necessary.

The condition of asbestos on the nursery will not remain constant so you need to keep your asbestos management plan up to date. You will need to regularly inspect the asbestos you have noted on your survey and update your asbestos policy as necessary. The frequency of your inspections will depend on the amount of asbestos on the nursery and its condition, but it should be at least every twelve months. You should keep a record of the inspections in your asbestos policy. You can use your original asbestos survey for your continual inspections. Appendix 3 gives an example of a nursery plan and Appendix 1 shows a simple Asbestos Survey.

Surveying, Sampling and Analysis by Third Parties

If you have decided to have your asbestos survey done by a contractor or, after completion of your asbestos survey you need to have some materials sampled and analysed to ascertain if they contain asbestos, you will need to ensure that the people you consult are qualified or accredited. Identification of white or blue asbestos cement can be particularly difficult as the asbestos is contained within the sheet and it impossible to identify with the naked eye.

For asbestos surveying you will need to check that the person you are dealing with has experience and training, will be carrying out the survey in accordance with HSE guidance HSG264: *Managing Asbestos in Premises* and that they have appropriate liability insurance. One way of checking if someone is competent is if their organisation has been accredited by the United Kingdom Accreditation Service (UKAS) for asbestos surveys.

If you are only having samples taken for analysis you should check that the company you are dealing with is accredited to do this type of work. UKAS has an established scheme for companies undertaking sampling and analysis; you should ask the company if they are accredited under this scheme. Similarly, if you are looking for an accredited company you can contact UKAS; their details are included at the end of this document.

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Asbestos Management Policy

Once you have completed your asbestos survey and dealt with asbestos on the nursery that is in poor condition or any asbestos waste on the site you will need to produce an asbestos policy. The policy should simply outline the risks posed by asbestos in your workplace and the procedures that you have implemented to control them. Remember that it is to protect people who may disturb asbestos as part of their work activities. You should therefore put in a system that will alert these people to the location of asbestos before any work is carried out on the building so they can avoid it or take the proper action to protect themselves.

You should also consider who might be affected; this may include nursery workers or any contractors used to carry out work on the site. You will need to have a system that informs all people who may be at risk from the release of asbestos fibres. You will also need to have procedures in place for review and updating of your asbestos survey and policy. The policy should outline how the asbestos management plan will be updated. You should record at what intervals you will inspect asbestos on the nursery and keep a record of when the inspections are carried out. Appendix 2 provides an example of a simple Asbestos Policy Statement.

Managing Asbestos in Place – Asbestos Register

If asbestos is in good condition in most cases it will be easy to manage it in place. Removal and replacement of asbestos in good condition is not necessary, as it does not pose a risk unless being worked upon. The only time this material will pose a risk is if it is broken or disturbed.

There are a number of ways that you can alert people to the presence of asbestos in order to eradicate the risk of exposure. They include signing any asbestos materials, stickers, preventing or limiting access to buildings or holding and displaying an asbestos register. An asbestos register should clearly show where asbestos is located on the nursery. Of course holding a register alone will not alert those at risk to the location of asbestos. A copy of the asbestos register should be given to all those who need to know where asbestos is located and a copy should be displayed in the workplace. Appendix 3 provides an example of an Asbestos Register for guidance.

Control of Asbestos Regulations 2012 (came into effect 6th April 2012)

What has stayed the same?

- If existing asbestos containing materials are in good condition and are not likely to be damaged, they may be left in place; their condition monitored and managed to ensure they are not disturbed.
- If you're responsible for maintenance of non-domestic premises, you have a 'duty to manage' the asbestos in them, to protect anyone using or working in the premises from the risks to health that exposure to asbestos causes.
- If you want to do any building or maintenance work in premises, or on plant or equipment that might contain asbestos, you need to identify where it is and its type and condition; assess the risks, and manage and control these risks.
- The requirements for licensed work remain the same: in the majority of cases, work with asbestos needs to be done by a licensed contractor. This work includes most asbestos removal, all work with sprayed asbestos coatings and asbestos lagging and most work with asbestos insulation and asbestos insulating board (AIB).
- If you are carrying out non-licensed asbestos work, this still requires effective controls.
- The control limit for asbestos is 0.1 asbestos fibres per cubic centimetre of air (0.1 f/cm³). The control limit is not a 'safe' level and exposure from work activities involving asbestos must be reduced to as far below the control limit as possible.

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- Training is mandatory for anyone liable to be exposed to asbestos fibres at work. This includes maintenance workers and others who may come into contact with or disturb asbestos (e.g. cable installers), as well as those involved in asbestos removal work.

What has changed?

- From 6 April 2012, some non-licensed work needs to be notified to the relevant enforcing authority.
- From 6 April 2012, brief written records should be kept of non-licensed work, which has to be notified e.g. copy of the notification with a list of workers on the job, plus the level of likely exposure of those workers to asbestos. This does not require air monitoring on every job, if an estimate of degree of exposure can be made based on experience of similar past tasks or published guidance.
- By April 2015, all workers/self employed doing notifiable non-licensed work with asbestos must be under health surveillance by a Doctor. Workers who are already under health surveillance for licensed work need not have another medical examination for non-licensed work. BUT medicals for notifiable non-licensed work are not acceptable for those doing licensed work.
- Some modernisation of language and changes to reflect other legislation, e.g. the prohibition section has been removed, as the prohibition of supply and use of asbestos is now covered by REACH (Registration, Evaluation, Authorisation and Restriction of Chemicals Regulations 2006).

FURTHER GUIDANCE

The following documents offer extensive advice on working with asbestos cement, controlling risks in the workplace and managing asbestos on premises. If you are planning on carrying out work with asbestos it is recommended that you obtain the HSE guidance. All of the following publications are available from HSE Books or online. Further guidance on Regulation 4 dealing with the management of asbestos in workplace premises is also available from the HSE.

Notifiable non-licensed work information from the HSE website at
<http://www.hse.gov.uk/asbestos/licensing/notifiable-non-licensed-work.htm>

Asbestos: The Survey Guide HSG 264

ISBN 978 0 7176 6385 9

Download free or hard copy from HSE Books for £10.95

The management of asbestos in non-domestic premises

Regulation 4 of the Control of Asbestos Regulations 2006 Approved Code of Practice and guidance

ISBN 978 0 7176 6209 8

Download free or hard copy from HSE Books for £9.50

Asbestos Essentials Task Manual HSG 210

ISBN 0 7176 1887 0

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Introduction to Asbestos Essentials HSG213

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HSE Books

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Asbestos Testing and Consulting 237 Branston Road, Burton upon Trent, Staffordshire DE14 3BT

Tel: 01283 531126 Fax: 01283 568228 E mail: info@arca.org.uk Web: www.atac.org.uk

The Royal Institution of Chartered Surveyors Parliament Square, London SW1P 3AD

Fax: 020 7334 3811 E mail: asbestos@rics.org.uk Web : rics.org.uk

UKAS www.ukas.com

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**APPENDIX 1
EXAMPLE NURSERY ASBESTOS SURVEY**

No	Building	Occupancy	Location of asbestos	Condition	Actions required	Date action due for completion	Action done
1	Office	Average 8hrs per day	Untested floor tiling. Asbestos cement roof sheets.	Broken tile in corridor. Good	Check in 6 months time. None	dd-mm-yyyy	
2	Chemical Store	Infrequent	Asbestos cement roof sheets. Asbestos guttering. Asbestos down pipes. Interior doors – old hollow fire doors could contain asbestos filling.	Good. Good. Good. Good.	None. None. None. No action as access is limited on secure store.		
3	Potting Shed	Daily	Wall mounted insulation board assumed to contain asbestos. Asbestos cement roof sheets.	Three cracked sheets. Deteriorating, to be replaced if significant.	Paint exposed edges of broken material with bitumen paint. None until significant structural repair is required.	dd-mm-yyyy	
4	Workshop	Weekly average of 4hr per day.	Asbestos cement roof sheets. Asbestos guttering. Asbestos down pipes. Interior doors – doors could contain asbestos filling.	Good. Good. Good. Good.	None. None. None. None		
5	Compost Store	Daily, less than 1hr	Asbestos cement roof sheets.	Good.	None.		
6	Old barn	Infrequent.	Asbestos cement roof sheets.	Deteriorated to a state where structural repair is needed – broken sheets on floor.	Doorway to be blocked to prevent access (when demolished, asbestos sheet to be removed and disposed of by licensed contractor).	dd-mm-yyyy	
7	Glasshouse	Daily	Asbestos cement sheets on bench tops	Good - covered with plastic sheeting.	Advise maintenance department when repairing beds		
8	Despatch shed	Daily	Asbestos cement roof and wall sheets.	Good, except for 1 broken sheet at south-west end.	Nothing immediate, but will replace single sheet with non-asbestos alternative when repairs or other similar work is being done on the nursery.		
9	Pump house	Infrequent	Asbestos cement roof sheets	Good.	None		
10	Container beds	Daily	Some asbestos cement bed edges	Some cracked and damaged	Replace sheets in the winter with non-asbestos alternative.	dd-mm-yyyy	

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APPENDIX 2

EXAMPLE ASBESTOS POLICY STATEMENT

General

A risk to the health of employees of XXXX Nursery and contractors operating on the premises exists from asbestos fibres if asbestos materials are disturbed. The following policy is to ensure that those working on the premises are aware of the location of asbestos materials on the nursery and of the risks to their health if the materials are disturbed.

Risks

Employees or contractors exposed to asbestos fibres are at risk of long-term health problems from exposure to asbestos fibres. Exposure should be prevented or reduced as far as is reasonably practicable at all times.

While the Asbestos Register is provided to those who may be at risk from asbestos, there may also be hidden asbestos on the nursery that is not included on the register. If work is to be carried out which involves exposing wall cavities or inside roof spaces, further instructions should be sought from the Manager.

A risk also exists to those working in buildings that contain asbestos even if work is not being carried out on the building itself. This risk is only present if the asbestos is in poor condition, for example broken sheets or exposed asbestos insulation. Any person finding asbestos in such a state should inform the Manager immediately.

Policy

No work is to be carried out on nursery buildings before the Manager has been informed and given permission for work to proceed.

All employees will be informed of the risks from exposure to asbestos and be made aware of the location of asbestos on the nursery. A copy of this Asbestos Policy Statement and the Asbestos Register will be given to all employees and displayed on the staff notice board. All new employees will receive copies of these documents on commencement of their employment. Employees will also receive new copies of the Asbestos Register whenever it is updated.

All contractors working on or maintaining nursery buildings will be made aware of the risks from exposure to asbestos fibres and the location of asbestos on the nursery. A copy of this Asbestos Policy Statement and a copy of the Asbestos Register will be given to all such contractors by the Manager before work commences.

Any employee or contractor who discovers asbestos in a broken or poor condition should inform the Manager immediately.

Asbestos Inspections

An inspection of asbestos contained in nursery buildings will take place on a yearly basis. The Asbestos Register will be updated following these inspections. Following inspections the updated copy of the Asbestos Register will be given to employees and displayed on the staff notice board.

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ASBESTOS INSPECTION REGISTER

Date	Inspection By	Signed	Asbestos Register Updated	Asbestos Register Displayed
dd-mm-yyyy			dd-mm-yyyy	dd-mm-yyyy

Policy Dated dd/mm/yyyy

Signed

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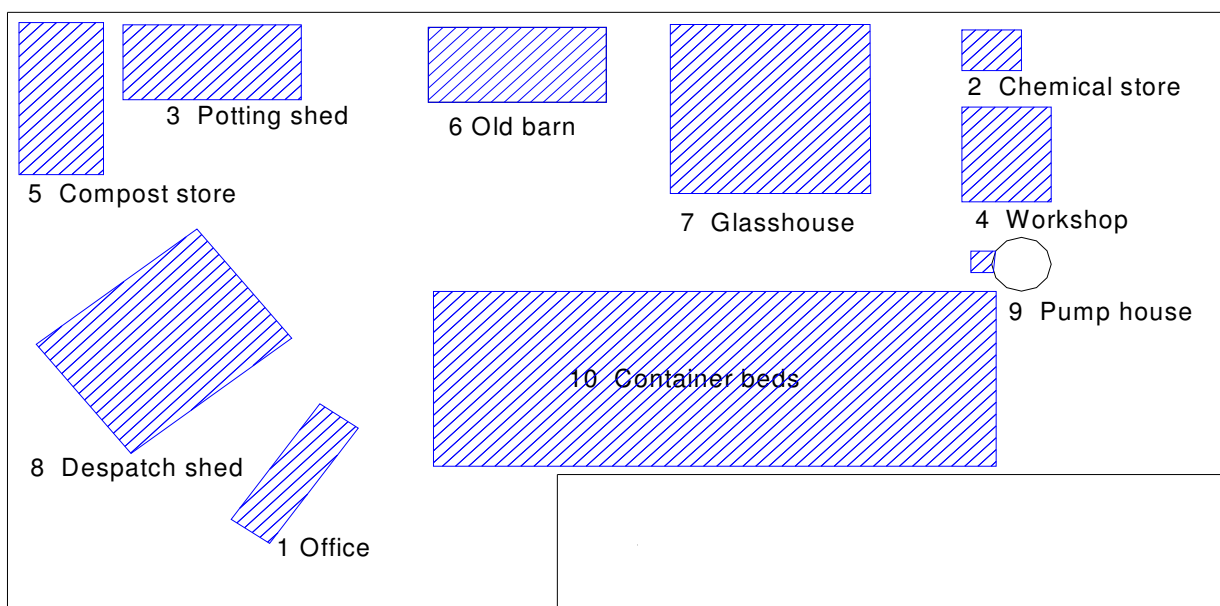
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APPENDIX 3

ASBESTOS REGISTER

Number	Building	Location of Asbestos
1	Office	Untested floor tiling. Asbestos cement roof sheets.
2	Chemical Store	Asbestos cement roof sheets. Asbestos guttering. Asbestos down pipes. Interior doors – old hollow fire doors could contain asbestos filling.
3	Potting Shed	Wall mounted insulation board assumed to contain asbestos. Asbestos cement roof sheets.
4	Workshop	Asbestos cement roof sheets. Asbestos guttering. Asbestos down pipes. Interior doors – old hollow fire doors could contain asbestos filling.
5	Compost Store	Asbestos cement roof sheets.
6	Old barn	Asbestos cement roof sheets.
7	Glasshouse	Asbestos bench sheets.
8	Despatch shed	Asbestos cement roof and wall sheets.
9	Pump House	Asbestos cement roof sheets.
10	Container beds	Asbestos bed edges.

Nursery plan



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