



Asbestos Management Policy

2024-2027

Version Control

Version	Changes	Approval Stage	Date
1	Original Draft	Internal	19/06/2024
2		Tenants/Public Consultation	
3		Head of Service sign off	
4		Cabinet	

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Relevant Legislation	<ul style="list-style-type: none"> • Control of Asbestos Regulations 2012 - (Primary Legislation relating to management of asbestos) • The Health and Safety at Work Act 1974 • The Workplace (Health, Safety and Welfare) Regulations 1992 • Management of Health and Safety at Work Regulations, (Amendment) 1999 • The Control of Pollution Act 1974 • The Environmental Protection Act Amendment 1989 • The Hazardous Waste (England & Wales) Regulations 2005, Amended 2016 • The Special Waste Regulations 1996, as amended. • The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013 (RIDDOR) • Control of Substances Hazardous to Health Regulations, (Amendment) 2002 • Asbestos Products (Safety) Regulations 1985 • Asbestos Products (Safety), (Amendment) Regulations 1987. • Control of Asbestos Regulations 2006. • Personal Protective Equipment at Work Regulations 1992. • Control of Asbestos in the Air Regulations 1990 • Construction (Design and Management) Regulations 2015 • Disposal of Asbestos Waste • The Carriage of Dangerous Goods and Use of Transportable Pressure Equipment Regulations 2009 • Housing Act 2004 • Social Housing Act 2023 • Regulator of Social Housing - Consumer Standards April 2024
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1.0 Purpose of the Policy

1.1. This policy details the Council's commitment and approach to ensuring a safe working environment, not just for staff but also for all those who may be affected by our activities, including any contractors, suppliers, visitors, residents, tenants, the general public or any other person who may be visiting our properties.

1.2. The policy establishes the actions the Council will take to ensure in recognition of this commitment and approach, we acknowledge the serious health hazards associated with exposure to respirable asbestos fibres and accept our responsibility to protect our employees and any other persons who may be at risk from such exposure to asbestos which may be present in the Housing Revenue Account (HRA) land and buildings owned, leased and/or managed by the Council.

1.3. The Council aim to fulfil these duties by reducing, so far as is reasonably practicable, the risk of exposure to or the spread of respirable asbestos fibres. To this effect the Council will: -

- Identify and manage asbestos risks in accordance with current legislation and guidance;
- Act upon notification by residents of the suspected presence of asbestos in their homes, undertaking necessary inspections, reports and arrangements in accordance with current legislation and guidance.
- Where residents propose to undertake improvements, additions to their home, written consent from the Council must be sought and a conditional approval will only be granted based on criteria including the need to undertake and provide an asbestos survey to the satisfaction of the Council and be signed off prior to any works commencing.
- Put in place Asbestos Management Plans relevant to the needs of the Housing Service which meets best practice requirements;
- Provide information about the presence, location and condition of asbestos containing materials to employees, contractors and any other persons including residents who are liable to disturb these materials;
- Ensure that appropriate control measures are put in place before any works or activities are undertaken which might disturb asbestos containing materials. This includes residents not being present in the locations or vicinity where asbestos works and measure are being undertaken. The extent of the works will dictate the appropriate arrangements with residents and will form part of the Asbestos Management Plan.

2.0 Scope of Policy

This policy relates to all residential buildings and communal areas of residential and commercial properties that the Council hold as assets under the Housing Revenue Account and has a defined ownership, maintenance and repair responsibility for.

For clarity all properties include those held in the HRA now and in the future including residential dwellings, specialised housing such as Independent Living Schemes, offices, and shop premises.

The policy does not apply to any land, property, furniture or appliances outside the ownership of the Council, and which are owned by tenants

Where buildings and properties are managed by third parties or are let under leases (e.g., The Council office accommodation, commercial property including shops) The Council responsibilities will be detailed in the terms of the management and lease agreements. Generally, the responsibility to share known information as the existence of asbestos and the management responsibility of the same should be explicit and monitored between the Council and the Third Parties.

3.0 Definitions and Guidance

3.1. Asbestos is a general name for the fibrous form of several naturally occurring minerals. For many years, three of the six types of asbestos were commonly used as building/ construction materials: -

White Asbestos (Chrysotile)

- Mainly found in asbestos-cement products such as panels / boards, guttering and drainpipes, cold water storage tanks, roofing sheets/ slates and tiles, soffit boards, wall cladding, 'Artex' coatings, floor tiles/ sheet lino, gaskets and was a common filler or reinforcement in products such as mastics, adhesives and paints.

Brown Asbestos (Amosite)

- Mainly found in fire resistant insulation wall panels, ceiling tiles and boards, sprayed asbestos limpet coatings and pipe/ boiler insulation.

Blue Asbestos (Crocidolite)

- Mainly found in insulation mattresses and as reinforcement in asbestos cement (such as pipes, sheets, moulded products, etc.) and sprayed thermal and acoustic insulation.

3.2. Although the above mentions common places where asbestos can be found in buildings, due to its durability, flexibility in use, heat resistance, chemical resistance, water resistance and thermal properties it was used in many other situations. It is not easily identified from its appearance and hence, unless there is strong evidence that a material does not contain asbestos, it is safer to presume that asbestos is present.

3.3. Asbestos is only a risk to health if respirable asbestos fibres are released into the air and breathed in. As long as asbestos is in good condition and is not disturbed or damaged there is no risk to health. However, when asbestos is cut, ground, or when an item containing asbestos is damaged, fine fibres are released into the air. These fibres are invisible to the naked eye but, because of their size, they present a health hazard. Airborne fibres can then be inhaled and trapped in the lungs causing scarring and triggering a number of diseases including lung cancer, asbestosis and mesothelioma. The damaging effects of these types of cancer may not become apparent for many years.

3.4. Note: In 1999, Chrysotile was the last type of asbestos to be banned from import and use (apart from some exceptions in e.g. the chemical industry & MOD). Thus, any building constructed from 2000 onwards is unlikely to contain asbestos.

3.5. Key Regulations and their relevance

Regulation 4 of CAR 2012 places on organisations the duty to manage asbestos in all non-domestic premises. This requirement includes communal areas of flats and detached garages (where not an integral part of a dwelling);

Regulation 5 of CAR 2012 places on the organisation the duty to identify the presence of asbestos and its type and condition, before any work is carried out which is likely to disturb asbestos;

Regulation 10 of CAR 2012 places on the organisation the duty to provide training for anyone liable to disturb asbestos during work and any employees for them to carry out work safely without any risk to themselves and others;

Regulation 11 of CAR 2012 places on organisations the requirement to prevent or reduce exposure to asbestos fibres;

Regulation 15 of CAR 2012 places on the organisation the duty to prepare procedures in the event of an emergency and the steps taken when such an event occurs;

Regulation 16 of CAR 2012 places on organisations the duty to prevent or reduce the spread of asbestos.

3.6 The following Guidance should also be referenced: -

- HSG 210 Asbestos Essentials (A task manual for building, maintenance and allied trades of non-licensed asbestos work)
- HSG 227 Asbestos: A Comprehensive Guide to Managing Asbestos in Premises
- HSG 264 Asbestos: The Survey Guide
- INDG 223 (rev 5) 2012 Managing Asbestos in Buildings
- L143 (Second Edition) Managing and Working with Asbestos (CAR 2012)
- L153 Managing Health and Safety in Construction (CDM 2015)

The above lists are not exhaustive. Other guidance related to specific tasks is also available. The Health and Safety Executive (HSE) website also contains a lot of useful information. (<https://www.hse.gov.uk/asbestos/essentials/index.htm>)

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3.7 Abbreviations

ACM	Asbestos Containing Material
LARC	Licensed Asbestos Removal Contractor
CAR 2012	The Control of Asbestos Regulations 2012
CDM	Construction Design Management Regulations 2015
HASAWA	The Health and Safety at Work Act 1974
UKAS	United Kingdom Accreditation Service

3.8 Duty Holder – the owner, person and/or organisation that has responsibility for the building and water systems, with accountability for the safety of employees and staff.

4.0 Consultation

Consultation has taken place with the following and their feedback has been considered and the policy update:

- Resident Engagement Focus Group
- Compliance Officer - asbestos
- Tenancy Service Manager, Chief internal Auditor & Risk Manager, Housing Maintenance Manager
- Senior Leadership Team
- External Consultants

The Equality and Diversity Impact Assessment has been undertaken and shared as part of the consultation process.

5.0 Background and Context

There are 2 types of asbestos survey: -

- Management Survey
- Refurbishment or Demolition Survey

Management Surveys

For all non-domestic premises, a management survey should be prepared by a suitably qualified person.

Any asbestos identified will need to be risk assessed and a decision made as to whether the asbestos should be removed or managed.

An 'Asbestos Register' will be held and maintained by the Compliance Officer in Housing Property Services for any asbestos identified (or presumed present) in the HRA owned or managed stock and the condition of that asbestos monitored in accordance with the recommendations of the risk assessment.

Refurbishment or Demolition Surveys

Prior to undertaking any intrusive building works or demolition works a targeted refurbishment or demolition survey should be prepared by a suitably qualified person.

6.0 Policy Detail

Managing Asbestos

In accordance with the requirements of Regulation 4 of CAR 2012, any ACMs within non-domestic premises must be managed. Further details can be found in HRA Compliance Team Asbestos Management Plan for HRA property. If there are no records for some assets this will be collated and recorded over time and saved in the Asbestos Management Plan.

For each non-domestic premise: -

A responsible person will be appointed as the Dutyholder - the Dutyholder in relation to HRA property is the Chief Executive.

The responsibility for managing asbestos within a non-domestic premise fall to the Dutyholder. This is generally the person or persons with legal responsibility for the maintenance and repair of the building.

Commission an Asbestos Management Survey.

The purpose of the management survey is to locate any asbestos containing materials (ACMs) or locate any materials presumed to contain asbestos.

Document and maintain written records confirming the information.

This information is often referred to as an Asbestos Register.

Assess the risk.

This is the likelihood of exposure to asbestos fibres (see Appendix A for the risk assessment proforma detailed by the HSE in HSG227). Whilst a surveying company can assess the condition of the ACM, the Dutyholder will need to assess the likelihood of the ACM being disturbed.

Prepare an Asbestos Management Plan.

Depending on location and condition of the ACMs, the Asbestos Management Plan will identify whether the ACMs are to be removed, repaired, enclosed, encapsulated, labelled, isolated or just managed.

The condition of all ACM's should be regularly reviewed in accordance with the level of risk and timescales stated in the Asbestos Management Plan.

Notify any tenants or building users where any ACMs are located within the building they are using and what they should do if they want to undertake any building works or if the condition of any ACMs should deteriorate.

Domestic premises: -

Whilst there is no requirement under CAR 2012 Regulation 4 to manage asbestos within domestic premises, under CAR 2012 Regulations 11 & 16, the HASAWA and the CDM regulations the Council still has a responsibility to put appropriate processes and procedures in place to protect its employees and any contractors working within domestic premises who may disturb asbestos in the undertaking of their work.

It is also deemed good practice to advise its domestic tenants on the location of asbestos within their dwelling and the risks of disturbing that asbestos.

Undertaking Repairs, Refurbishment and/or Maintenance Works

In accordance with the requirements of Regulations 11 & 16 of CAR 2012, when undertaking any building repairs, refurbishment or maintenance works, these should be undertaken in such a manner as to prevent the exposure to or spread of asbestos fibres.

Prior to works commencing: -

Asbestos records should be included in the 'Pre Construction Information' as part of the procurement pack made available to tendering contractors.

The Asbestos Register should be checked, and a Targeted Refurbishment and Demolition Survey commissioned prior to commencing any construction works.

If there is any uncertainty, a material should be presumed to contain asbestos until confirmed otherwise.

In checking the Construction Phase Plan the Principal Designer must ensure the Principal Contractor has given sufficient consideration to managing the works on site to prevent any exposure to or spread of asbestos fibres.

Licensed works: -

Most work with asbestos requires a licence especially all work with loose packing, sprayed insulation, lagging and asbestos insulation board.

Licensed works should only be undertaken by a nominated Asbestos Contractor licenced by the HSE under the provisions of Regulation 8 of the Control of Asbestos Regulations

2012 and who is also a member of a valid trade association such as Asbestos Removal Contractors Association (ARCA).

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Non-Licensed works: -

Non-licensed works are those items of work which involve short, non-continuous maintenance activities and a risk assessment to confirm that: -

- The exposure of employees to asbestos is sporadic and of low intensity (i.e. the concentration of asbestos in air does not exceed 0.6 f/cm³ measured over a 10 minute period);
- The control limit is not exceeded (0.1 f/ml averaged over a 4 hour period).

Where non-licensed contractors are carrying out lower-risk tasks, they should undertake the works in conjunction with the guidance set out within Health & Safety Executive (HSE) guide HSG210 Asbestos Essentials and L143. All such contractors should hold appropriate insurance for working with ACMs.

Note: Even if the work is non-licensed, any ACMs to be disposed of will still require a contractor who is licensed to carry asbestos to undertake the removal of the materials from site.

Notifiable works: -

Where asbestos works are notifiable, there is an on-line form on the HSE website which should be completed.

Licensed works require a 14 day notice.

Non-licensed works only require the form to be completed prior to works commencing.

During the works: -

Any work on ACM's should only be undertaken by competent persons. Whether the work is licensed or non-licensed work, the persons undertaking the work need to have had appropriate training.

The asbestos removal contractor's licence, insurance, plan of works, operative medical certificates, PPE Face fit certificates, training certificates should all be checked prior to the commence of work.

For licensed asbestos removal, a 4-stage clearance including a clearance air test must be undertaken. Further 'Background', 'Leak', 'Reassurance' and 'Personal' air monitoring may also be undertaken before, during and after the works. For non-licensed asbestos removal, such as textured coating removal, the Council shall aim to undertake 'Reassurance' air monitoring to a minimum of 10% of all removal jobs of this kind. Any air monitoring shall be undertaken by an organisation independent to the asbestos removal contractor.

The removal and disposal of ACMs should be undertaken in accordance with CAR 2012, the Hazardous Waste Regulations 2005 (as amended), the Environmental Protection Act 1990, HSG264 and all other relevant HSE guidance. Consignment notes must be provided to confirm correct disposal.

If any materials are identified which are suspected to contain asbestos (and have not previously been tested): -

- Stop work in that area;
- Arrange for additional asbestos sampling to be undertaken;
- If necessary, revise the Construction Phase Plan, method statements and risk assessments;
- Only continue work in that area when it has been confirmed safe to do so.

PPE

Working with asbestos requires specialist PPE to ensure asbestos fibres aren't inhaled. This work should only be undertaken by specialist removal companies.

As a minimum, full disposable suits and full face protection FFP3 Respiratory Masks should be worn. All face masks should be correctly fitted and a regime in place to regularly check the fit. Any PPE or clothing contaminated with asbestos fibres should be disposed of as contaminated waste.

Emergency Action Plan Accidental Disturbance of Asbestos

In accordance with the requirements of Regulation 15 of CAR 2012, this Emergency Action Plan sets out the process to protect the health of employees, contractors, tenants, residents and the public from the uncontrolled release or exposure to asbestos fibres.

Uncontrolled / Accidental Release of Asbestos Fibres

Where there is an accidental uncontrolled release of asbestos fibres, the following emergency procedures must come into force in order to prevent or limit the exposure: -

- Stop work immediately (if applicable);
- Evacuate the area, close doors and put up signage to prevent further access;
- Leave all contaminated material in the area. Where persons are contaminated with a suspected asbestos material, they should be asked to carefully remove their outer garments, wash off any dust and be supplied with suitable overalls to maintain their modesty and prevent further spread. (the contaminated person/ people should not be allowed to wander too far as this will increase the potential spread of fibres and all areas will need to be decontaminated);
- Contact an asbestos consultant for advice on how to proceed;
- Notify both the Council's Assistant Manager Compliance, the Duty Holder and the Health and Safety Officer.

Where the disturbed material is tested and proven to contain asbestos, a licenced asbestos removal contractor will be required to visit site and undertake a controlled decontamination of the area and any persons contaminated will need to pass through the decontamination unit. All clothing, overalls, towels and other soft furnishings infected will be treated as contaminated waste, bagged and disposed of by the licenced contractor.

Any persons exposed to asbestos should be offered a medical examination to record their current health status. A copy of these records should be given to the person and a copy kept by the Council for 40 years after the last entry into the records (notify the Insurance Team).

Training, Awareness & Competence

Ensuring appropriate regular training for staff will be the responsibility of the head of Housing & Corporate Assets

All front line Housing staff that may potentially be exposed to asbestos containing materials during the course of their work will receive asbestos awareness training by a UKATA or IATP member, or equivalent. The purpose of this training will be to ensure that they are aware of the potential hazards in connection with their work. Refresher asbestos awareness training will be updated at least every 12 months or sooner if there has been significant change in legislation. New employees will receive the training within four months of their starting date.

All persons who manage or coordinate works, which could disturb asbestos, should as a minimum be trained to asbestos awareness standard as defined by Regulation 10 of CAR 2012. Refresher training will be updated at least every 12 months or sooner if there has been significant change in legislation.

All contractors employed by the Council to carry out general refurbishment, repairs or maintenance works on any properties must provide similar asbestos awareness training for their employees and subcontractors. To ensure reasonable levels of competency, they will be asked to demonstrate, prior to commencing any works that asbestos awareness training has been provided to all people likely to come into contact with asbestos containing materials.

Performance Management of Asbestos Consultants & Contractors

All appointed Asbestos Consultants or Surveyors must be able to demonstrate compliance and competence with the procedures for bulk sample analysis and air monitoring set by UKAS (United Kingdom accreditation Service).

All appointed Asbestos Consultants will be required to provide evidence of an annual external independent audit of working practices from UKAS. Any non-compliance recorded must be rectified and proof of action provided.

All appointed Asbestos Removal Contractors will be required to provide evidence of an annual external independent audit of working practices from the Asbestos Removal Contractors Association (ARCA). Any non-compliance recorded must be rectified and proof of action provided.

Monitoring, Review and Audit

The following monitoring arrangements will be put in place: -

- Monitoring of the Asbestos Register to demonstrate compliance;
- Routine summary reporting of compliance and performance including details of any non-conformities or incidents and remedial action taken to rectify;
- Regular reviews and updating of the Asbestos Management Plans including undertaking reinspection within stated timeframes and implementation of any recommendations for removal, encapsulation or repair.

This Policy will be reviewed after 24 months.

Each Asbestos Management Plan will be independently audited to review its effectiveness.

Each asbestos record will be kept for 40 years.

7.0 Responsibility under this Policy

The roles and responsibilities for key stakeholders across the Council are detailed below.

Note - these are the roles and responsibilities in specific relation to the delivery of this policy only. The asbestos management procedure will provide further details on the roles and responsibilities of all staff with day-to-day responsibility for asbestos management in its widest sense including the role of the Duty Holder and Responsible Person/s.

Any Person instructing or responsible for works is classed as a '**Responsible Person**' for the purposes of delivering Asbestos Management. All 'Responsible Persons' must have sufficient authority, competence and knowledge of legislation and regulation requirements for the instructions and or works instructed to ensure that all processes and procedures are carried out effectively and in a timely way.

- **Chief Executive** has overall responsibility as Duty Holder for ensuring the Council's Housing Stock is safely managed. They will have ultimate accountability for the proper implementation of this policy as 'Duty Holder' for the Asbestos Management Plan however may discharge their responsibilities for the delivery of services and Health and Safety Duties to the Deputy Chief Executive, Place and Head of Housing & Corporate Assets however the Chief Executive will retain an oversight on progress/performance.

- **Housing Board Members** will review reports and/or performance indicators that provide progress updates to the Council's Cabinet to ensure that the Council is meeting the requirements of its regulatory obligations and the policy measures. **Deputy Chief Executive, Place and Head of Housing & Corporate Assets** will be responsible and accountable for the overall implementation and regular reviews of this policy ensuring its objectives are achieved. They will ensure adherence to the management procedure ensuring timely action is taken to secure access to properties to undertake management surveys as required and approve requests to take action to remove, make safe /protect areas where asbestos is present. They will maintain an oversight of those properties where asbestos is known to be present through reports provide to them on a regular basis and seek assurances from the Assistant Manager Compliance that appropriate action is being taken to ensure safety of tenants, staff and those who may be affected by our activities, including any contractors, suppliers, visitors, residents, the general public or any other person who may visiting our properties.. They will ensure that any compliance and/or Health & Safety related issues are brought to the attention of the Council's Cabinet and provide regular updates on service delivery against budget to the Housing Board, and the Chief Executive.
- **Housing Property Services Manager** will work closely with the Assistant Manager Compliance to ensure that regulatory obligations and policy measures are being adhered to and services delivered in line with budget. They will carry out quarterly strategic performance reviews of contractors to ensure compliance with their contractual obligations.
- **Assistant Manager Compliance** will be responsible for delivering the overall implementation and undertaking regular review of this policy and ensuring its objectives are achieved. They are also responsible for compliance performance reporting to the Housing & Property Services Manager. They will manage the Compliance Officers and team members responsible for the day-to-day operational delivery of all asbestos related works and management.
- **Tenancy Service Manager** working with the Independent Living Manager and staff responsible for communal areas in residential accommodation, community buildings or other HRA property whether owned or leased which have or be suspected of having asbestos present will support the compliance team to deliver and adhere to the asbestos policy and procedures ensuring appropriate and timely action can be taken to undertake necessary works and inspection regimes as appropriate.
- **Compliance Officers as appropriately** will be responsible for the day-to-day operational delivery of the asbestos management, inspection regime, accurate recording, document retention and information management. They will effectively manage the performance of the service delivery contractors, including their ongoing competence, and proactively monitor service delivery against targets. They will be responsible for monitoring the quality of work undertaken by consultants and contractors and ensuring all servicing certification is received and verified. They will act as the organisations technical lead for asbestos management, ensuring that the Council continue to work in line with the most up to date regulations and industry guidance.

8.0 Risk Management

The risks of not following this policy are that the Council will not comply with industry guidance and will fail to appropriately manage Asbestos Containing Materials, leading to a potentially detrimental impact on the safety of residents and staff. This may result in:

- Prosecution by the Health and Safety Executive under Health and Safety at Work Act 1974.
- Prosecution under the Management of Health and Safety at Work regulations 1999
- Prosecution by the Local Authority under the Housing Act 2004.
- Prosecution under the Environmental Health Act 1090
- Prosecution under the Defective Premises Act 1972
- Reputational damage.
- Loss of confidence by stakeholders in the organisation.
- Regulator of Social Housing - acting in accordance with Consumer Standards April 2024 and Social Housing Act 2023

9.0 Performance and Management of this Policy

The undertaking of asbestos management in line with the policy will through the procedure document identify the KPI measures and reports required to be provided to the Head of Housing & Corporate Assets on a monthly basis.

Progress on updating the Asbestos Risk Register including the undertaking, recording and management of intrusive/management asbestos surveys, and all required actions will be monitored at Compliance Team level by the Assistant Manager Compliance. A monthly update is provided to the Housing Property Services Manager for upward reporting. The reports will include the percentage of surveys undertaken for HRA owned stock, assurance is given by third parties that they are complying with this policy when working in locations where asbestos is or suspected to be present.

A quarterly update is to be developed and provided to Head of Housing & Corporate Assets and Housing & Property Services Manager as part of the KPI performance information.

10.0 Approval

Strategic Lead:

Sign/Date

11.0 Contact

To find out more about this policy please contact:

Housing Property Services Team
Housing Services,
Cannock Chase Council
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Cannock,
Staffs,
WS11 1BG

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Appendices

Appendix A – Risk Assessment Matrix

Material Assessment	Score	Priority Assessment	Score
Product Type		Normal Occupant Activity	
Extent of Damage		Likelihood of Disturbance	
Surface Treatment		Human Exposure Potential	
Asbestos Type		Maintenance Activity	
Total		Total	
Combined Total Score			
Action(s)			

Combined Total Score	Potential to Release Asbestos Fibres
10+	High
7-9	Medium
5-6	Low
< 4	Very Low

Appendix A (cont'd)

From HSG 227: -

**Health and Safety
Executive**

Table 2 Material assessment algorithm

Sample variable	Score	Examples of scores
Product type (or debris from product)	1	Asbestos reinforced composites (plastics, resins, mastics, roofing felts, vinyl floor tiles, semi-rigid paints or decorative finishes, asbestos cement etc)
	2	Asbestos insulating board, mill boards, other low density insulation boards, asbestos textiles, gaskets, ropes and woven textiles, asbestos paper and felt
	3	Thermal insulation (eg pipe and boiler lagging), sprayed asbestos, loose asbestos, asbestos mattresses and packing
Extent of damage/deterioration	0	Good condition: no visible damage
	1	Low damage: a few scratches or surface marks; broken edges on boards, tiles etc
	2	Medium damage: significant breakage of materials or several small areas where material has been damaged revealing loose asbestos fibres
	3	High damage or delamination of materials, sprays and thermal insulation. Visible asbestos debris
Surface treatment	0	Composite materials containing asbestos: reinforced plastics, resins, vinyl tiles
	1	Enclosed sprays and lagging, asbestos insulating board (with exposed face painted or encapsulated), asbestos cement sheets etc
	2	Unsealed asbestos insulating board, or encapsulated lagging and sprays
	3	Unsealed laggings and sprays
Asbestos type	1	Chrysotile
	2	Amphibole asbestos excluding crocidolite
	3	Crocidolite
Total score		

Table 3 Priority assessment algorithm (read page 60, paragraph 7 on score averaging before using this algorithm)

Assessment factor	Score	Examples of score variables
Normal occupant activity Main type of activity in area Secondary activities for area	0 1 2 3 As above	Rare disturbance activity (eg little used store room) Low disturbance activities (eg office type activity) Periodic disturbance (eg industrial or vehicular activity which may contact ACMs) High levels of disturbance, (eg fire door with asbestos insulating board sheet in constant use) As above
Likelihood of disturbance Location Accessibility Extent/amount	0 1 2 3 0 1 2 3 0 1 2 3	Outdoors Large rooms or well-ventilated areas Rooms up to 100 m ² Confined spaces Usually inaccessible or unlikely to be disturbed Occasionally likely to be disturbed Easily disturbed Routinely disturbed Small amounts or items (eg strings, gaskets) 10 m ² oΔ 10 m pipe run. >10 m ² to ≤50 m ² or >10 m to ≤50 m pipe run >50 m ² or >50 m pipe run
Human exposure potential Number of occupants Frequency of use of area Average time area is in use	0 1 2 3 0 1 2 3 0 1 2 3	None 1 to 3 4 to 10 >10 Infrequent Monthly Weekly Daily <1 hour >1 to <3 hours >3 to <6 hours >6 hours
Maintenance activity Type of maintenance activity Frequency of maintenance activity	0 1 2 3 0 1 2 3	Minor disturbance (eg possibility of contact when gaining access) Low disturbance (eg changing light bulbs in asbestos insulating board ceiling) Medium disturbance (eg lifting one or two asbestos insulating board ceiling tiles to access a valve) High levels of disturbance (eg removing a number of asbestos insulating board ceiling tiles to replace a valve or for recabbling) ACM unlikely to be disturbed for maintenance 1 per year >1 per year >1 per month