

Audit Report Form

Works requiring a licence (Category 1)

N.B. The results and findings of this Audit must not be relayed or discussed with the Training provider or course presenter without prior authorisation from U.K.A.T.A.

Date:		Training provider:			
Course Presenter:					
Auditor:					
Location:					
Course title <small>delete as appropriate</small>	Operative	Supervisor	Manager	Scaffolder	SLH
Type of course <small>delete as appropriate</small>	New/Initial	Refresher	No. of Candidates		
Training Needs Analysis (TNA) <small>Details of TNA carried out and results</small>					

Minimum Standard Requirements (As detailed on UKATA form A0021)	Comments
1.1 Physical layout of training area	
1.2 Presentation equipment	
1.3 Training facilities	
1.4 Welfare provision	
1.5 Reference materials	
2.1 Suitability of practical training area	
2.2 Training Area Risk Assessment	
3 Equipment	

Course Information		Audit date		
Audit duration <small>(Minimum 6 hours)</small>	Start:	Finish:	Total:	
Course Start time		Course Finish time		
Overall control of session		Duration of course		
Percentage of course <small>Approximate figure witnessed during audit</small>	Theory		%	Practical
				%

Information delivery	The training delivered should cover the following list of Modules in order to comply with Chapter 4 of HSG247. Please indicate what information was delivered during the Audit.
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Module	title	comments
1	Type uses and risks of ACMs	
2	Health hazards of asbestos	
3	Legislation	
4	Site set up, maintenance and dismantling	
5	Controlled stripping techniques	
6	Respiratory protective equipment	
7	Personal protective equipment and clothing	
8	Transit procedures and decontamination	
9	Cleaning and clearance air testing	
10	Plant and equipment (using demonstration of equipment)	
11	Waste management and disposal	
12	Emergency procedures	
13	Non-asbestos hazards	
14	Fault finding	
15	Roles and responsibilities	
16	Site inspections and record keeping	
17	Management systems and monitoring	
18	RAs and POWs	
19	Information, instruction and training	
20	Scaffolders: health risks and avoidance of exposure	
21	Scaffolders: use of RPE, PPE and emergency decontamination procedures	
22	Scaffolders: roles and responsibilities	
23	Scaffolders: management systems	
24	Decontamination and transit procedures	
25	Use and maintenance of RPE	
26	Construction of enclosures and airlocks	
27	Use of controlled stripping techniques	



Comments/recommendations

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Auditor		Date	
Signed Please ensure this for is signed prior to release to UKATA			