

HSE Asbestos Update: Key Developments in Policy, Research and Compliance

UKATA webinar 19th November 2024

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A look back over the last 50 years.....

**PROTECTING PEOPLE
AND PLACES FOR** **50** YEARS  **HSE**

ASBESTOS ALERT

for
GARAGE WORKERS



THE DANGER

Some vehicle parts contain asbestos. Working with them can create dust. Breathing this dust over a period of time can be harmful. Cases of asbestos - related cancer have been reported in garage workers.

Jobs that need special care are:

- cleaning brake assemblies
- cleaning clutch housings
- grinding brake linings
- drilling brake linings
- cleaning up after work.

Brake and clutch linings and disc pads may contain asbestos. If in doubt assume that they do.

WHO IS AT RISK?

Anyone in the garage could be at risk. The problem is that when airborne, asbestos dust particles are too small to be seen by the naked eye, and the diseases they cause can take years to develop. The more dust you breathe the greater the chance of lung damage.

TAKE CARE OF YOUR HEALTH

- Avoid breathing asbestos dust
- Prevent dust getting into the air

**FOLLOW THE GARAGE
WORKERS' ASBESTOS CODE**

Garage workers' asbestos code

- 1 DON'T blow dust out of brake drums or clutch housings with an air line.
- 2 DO use properly designed drum cleaning equipment which prevents dust escaping, or
- 3 DO use clean wet rags to clean out drums or housings. Put used rags in a plastic waste bag while still wet.
- 4 DON'T grind or drill linings unless the machine has exhaust ventilation or there is a ventilated booth to do the work in.
- 5 DON'T use equipment if it is not properly maintained and checked. Ask to see the test reports for ventilation systems.
- 6 DON'T use brushes to sweep up dust, or an ordinary domestic vacuum cleaner.
- 7 DO use a special (Type H) vacuum cleaner. This is the only vacuum cleaner suitable for asbestos dust, or
- 8 DO wet dust thoroughly and wipe it up and dispose of it as in 3 above if you haven't got a type H vacuum cleaner.
- 9 DO wear the protective clothing, such as overalls, provided by your employer.
- 10 DON'T take protective clothing home. It should be cleaned by your employer.

Ask your employer or safety representative for more information or advice.

REMEMBER

- It is your employer's responsibility to ensure that you are able to work safely.
- It is your responsibility to ensure that you use safe working procedures.

FOLLOW THE GARAGE WORKERS' ASBESTOS CODE

HSE or local authority inspectors will give help and advice (look in the phone book under Health and Safety Executive or the Environmental Health Department of the local authority).

FURTHER INFORMATION

HSE free leaflet *Asbestos and you* (IND(G)107L) (revised) tells you more about the dangers of exposure to asbestos and how to protect yourself. Enquiries about this, or any other HSE publication, should be addressed to: HSE Information Centre, Broad Lane, Sheffield S3 7HQ, Tel: 0742 892345, Fax: 0742 892333 Free leaflet line: 0742 892346

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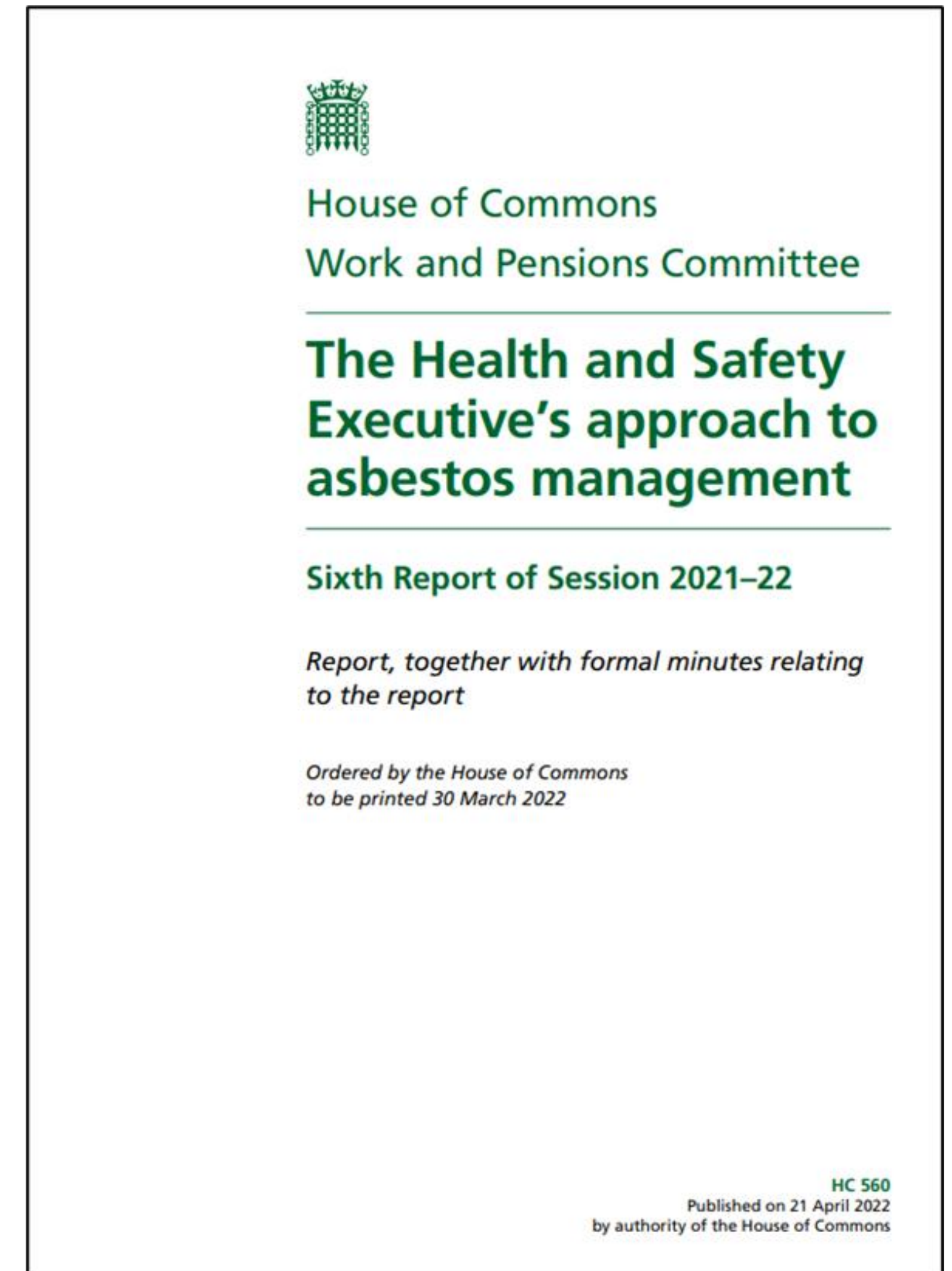
Policy Update

Work and Pensions Committee Report Recommendations

In April 2022, the WPSC published a report into HSE's approach to asbestos management.

The Government response to the report was published in July 2022 and it agreed to take forward work on 13 of the 16 recommendations made by the Committee.

New Government and new Minister for HSE is Sir Stephen Timms – former Chair of the WPS committee



HSE Insight Research to obtain views from Asbestos Industry Service Providers and Users

- Questionnaires sent out to 4 groups:
 1. 'Duty to manage' duty holders/clients
 2. Asbestos Analyst Organisations undertaking 4SC
 3. Asbestos Surveyors
 4. Licensed Asbestos Removal Contractors
- Intention was to help HSE understand more about what the industry thinks and to inform policy development in response to the recommendations of the WPC.
- **Over the coming months HSE will be seeking opportunities to discuss the results with industry.**

Asbestos GB Control Limit Working Group

- Multi-disciplinary Internal HSE Working Group set up last year to look at the lowering of the Control Limit in the EU
- **Over the coming months HSE will be seeking opportunities to engage with industry stakeholders on this matter.**



Science and Research Update



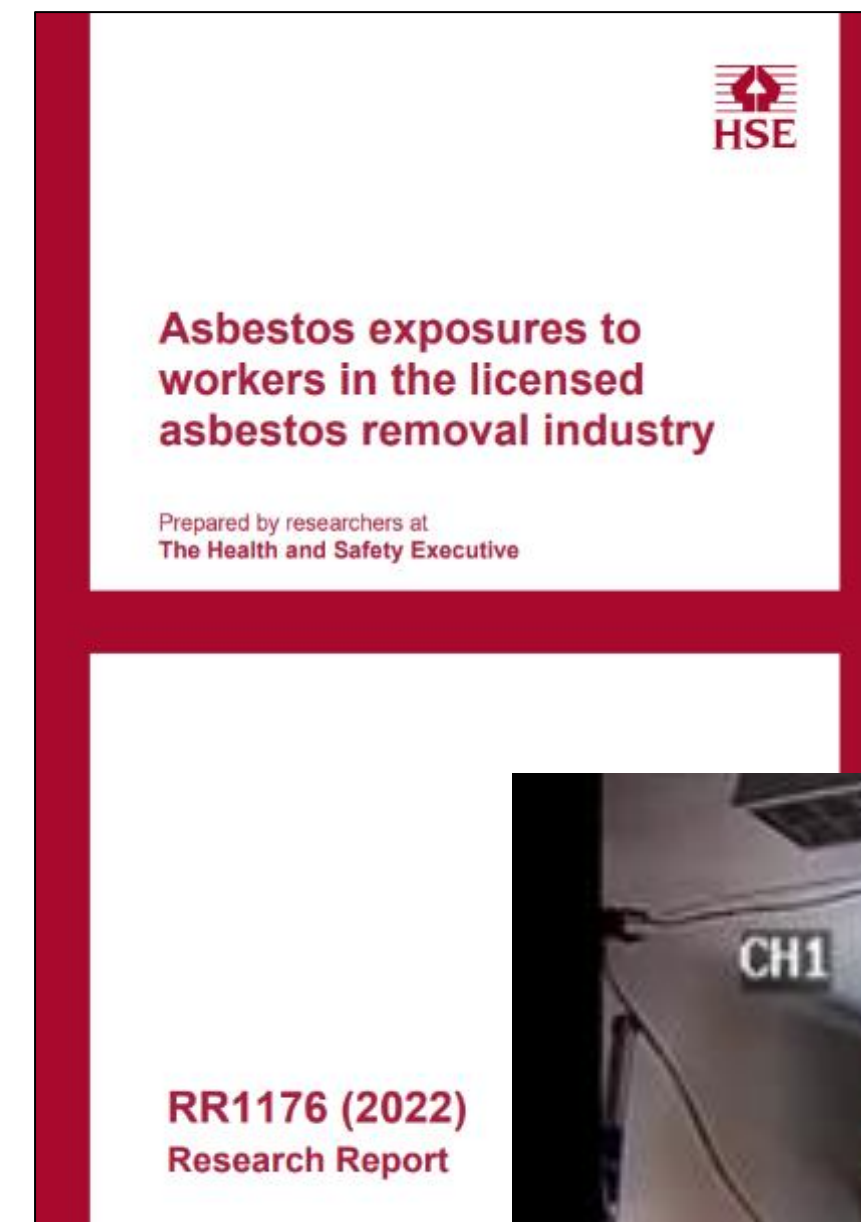
HSE Research to assess compliance during licensed asbestos removal work in GB

Asbestos exposures to workers in the licensed asbestos removal industry

COMING SOON

The use of control measures during licensed asbestos removal

The effectiveness of 4-stage clearance (4SC) procedures



Data Gathering Exercise: Accuracy of asbestos surveys that are being supplied to duty holders

**PROTECTING PEOPLE
AND PLACES FOR**



- Asbestos survey reports from UKAS and non-UKAS accredited organisations have been reviewed against HSG264 criteria

AND

- Site visits to look at the survey report against the realities of site to assess more comprehensively if the survey has identified the ACMs and areas of no or limited access.

Will add to the evidence base HSE has when considering making accreditation mandatory for asbestos surveying organisations.

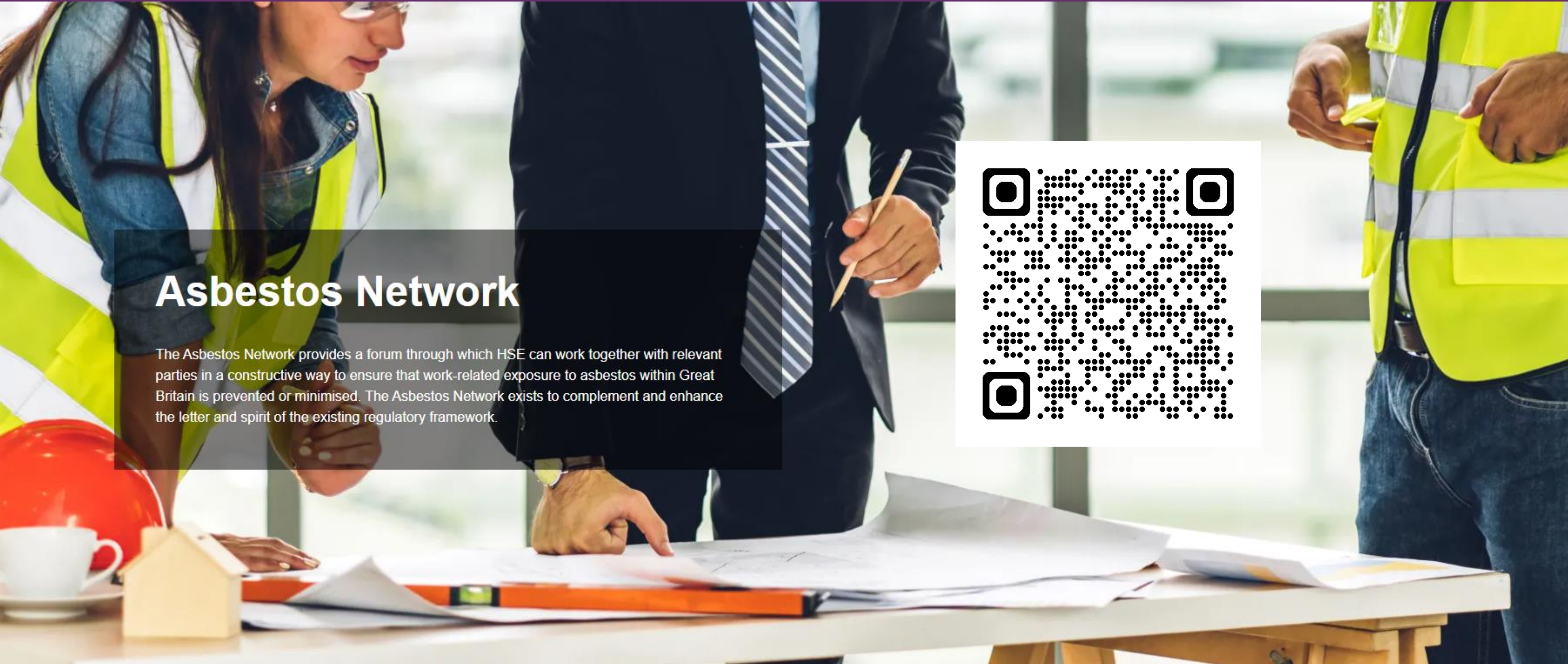
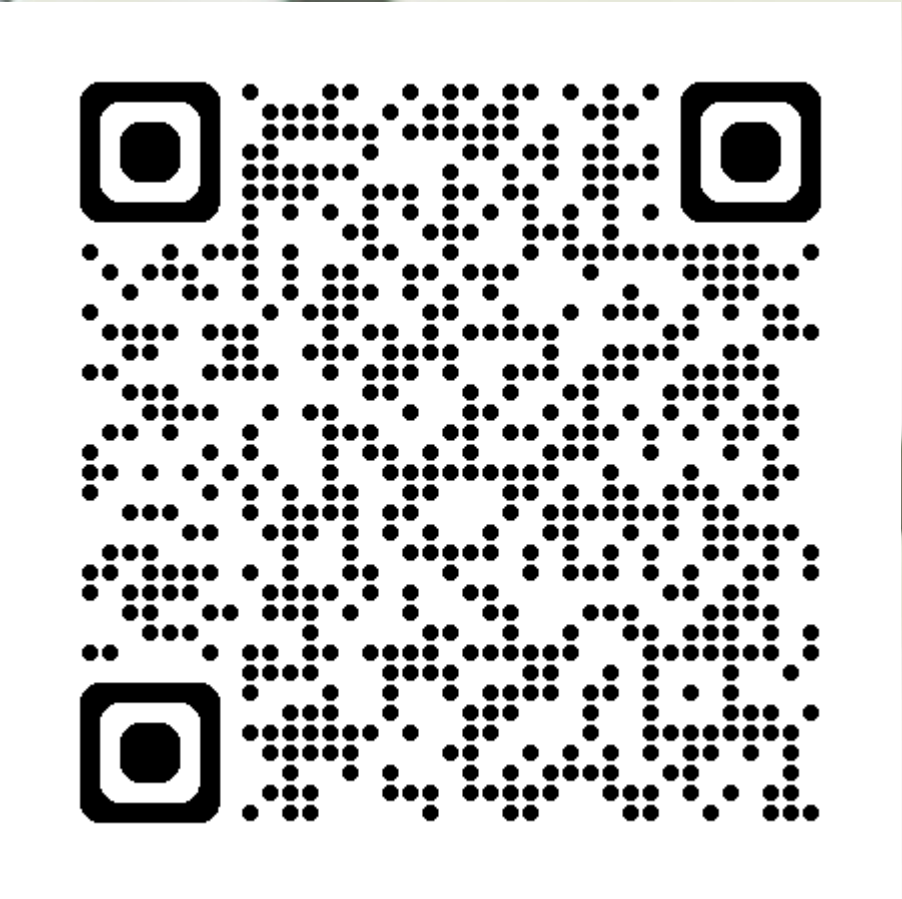


Asbestos Network Technical Working Group Update



Asbestos Network

The Asbestos Network provides a forum through which HSE can work together with relevant parties in a constructive way to ensure that work-related exposure to asbestos within Great Britain is prevented or minimised. The Asbestos Network exists to complement and enhance the letter and spirit of the existing regulatory framework.



Asbestos Network Technical Working Group

Purpose of the group is to consider technical and control issues which arise from asbestos work and management and, where appropriate, to provide clarification on these matters

Member organisations



The Chartered
Society for Worker
Health Protection



APPENDICES & ALG MEMOS

Date Posted: 3 September 2024

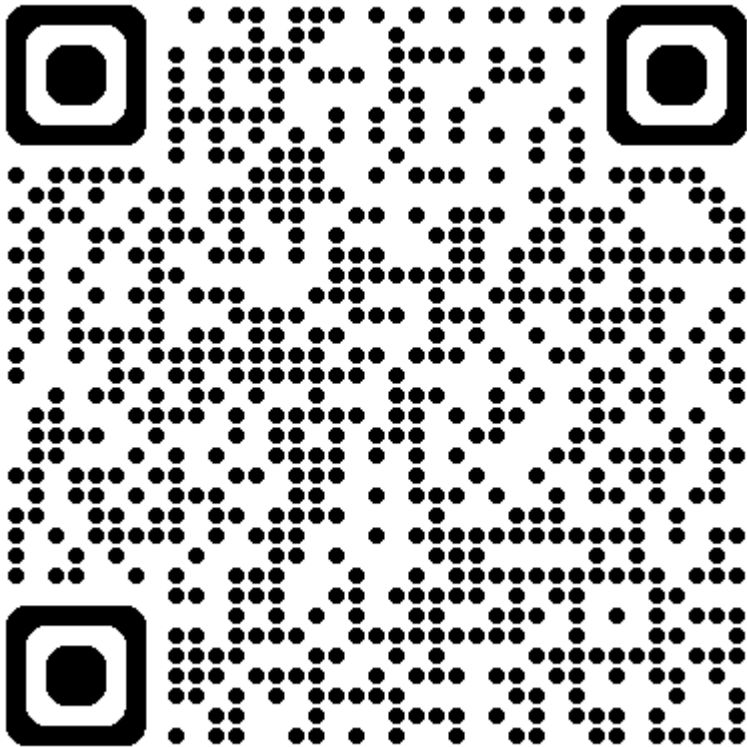
Appendices and ALG memos are attached to Asbestos Network Working Group minutes when the nature of discussions (or the complexity of the subject) warrants further explanation and clarification. This guidance is aimed at licensed asbestos removal contractors (LARCs); however, it applies equally to others involved in asbestos work. The guidance summarises conclusions on the topics and should be read in conjunction with L143, HS247 and HSG248.

Appendix 02 24	Asbestos Skips, Van Waste Compartments, Waste Storage and Movement on Site
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Asbestos
Network

APPENDICES & ALG MEMOS

Appendices and ALG Memos are attached to Asbestos Network Working Group minutes when the nature and extent of discussions (or the complexity of the subject) warrants further explanation and clarification. This guidance is aimed at licensed asbestos removal contractors (LARCs); however, it applies equally to others involved in asbestos work. The guidance summarises conclusions on the topics and should be read in conjunction with L143, HSG247 and HSG248.



Minutes of the 40th meeting of the Asbestos Network Technical Working Group (ANTWG), 7th August 2023
Composition of TWG = ACAD, ARCA, BOHS-FAAM, HSE, NORAC, UKATA, Independent Industry Representative

Personal Sampling, Employee Health and Exposure Records

Appendices are attached to Technical Working Group minutes when the nature and extent of discussions (or the complexity of the subject) warrants further explanation and clarification. This guidance is primarily aimed at Licensed Asbestos Removal Contractors (LARCs). However, it may also be useful for others who are involved in personal sampling for asbestos exposure and the compilation of employee health records to comply with the Control of Asbestos Regulations 2012 (CAR 2012). The following is a summary of the discussions and conclusions on the above topic.

Purpose
LARCs are aware of the need to undertake personal sampling to maintain exposure records. However, Licence renewals have identified that some LARCs do not fully understand what information is required, how it should be recorded and used, and how the ‘summary of air monitoring’ links into the health record. HSE expects a more detailed and structured approach to personal sampling that drives a need for more accurate and useful records. This document explains the minimum level of detail expected from a LARC, it is also applicable to those undertaking Notifiable Non-Licensed Work (NNLW).

Employers may record information however they like, but must include the minimum information required by the respective Approved Code of Practice to Regulations 19 (Air Monitoring) and 22 (Health Records and Medical Surveillance) of CAR 2012.

- Personal Monitoring Policy and Strategy**
HSE publication Asbestos: The Analysts’ Guide HSG248 (2021) describes four types of personal sampling:
1. 4-hour Control Limit
 2. Specific Short-Duration Activity (SSDA)
 3. 10-minute Short-Term Exposure Limit (STEL)
 4. Assessment of suitability of Respiratory Protective Equipment (RPE)

ANNEX 2 Completed Example of Personal Air Monitoring Template (from HSG248)

Type of Personal Monitoring	4-hour Control Limit	
Person’s name	A N Example	
Job Title	Licensed Asbestos Removal Operative	
LARC	A Company Name	
Sampling start/finish time	Start: 08:00	Finish: 12:00
Sampling flow rate (l/min)	2.0 l/min	
Types of work carried out by individual during sampling period including duration of each type of work activity	Initial lifting out of first ceiling tiles to expose void and bagging (15 mins) Spraying of unsealed side of tiles from above followed by lifting out and bagging (3 hours) Start of the fine cleaning of support frame (30 mins)	
Type of asbestos product being removed	Asbestos insulating board suspended ceiling tiles painted in a loose frame	
Asbestos removal method (e.g. unscrewing, lift off, scrape)	Cutting paint seal and lifting from support frame	
Controls used (e.g. wet spraying)	Wet spraying, careful removal and shadow vacuuming	
Type of RPE worn	Scott Vision 2 mask with P3 filters	
Other factors which may affect the result (e.g. confined location, external, nailed AIB, significant visible debris, rubble)	Another operative performing the same task at the other end of the enclosure. Most tiles were easily lifted from frame, paint had slightly sealed but didn’t result in significant breakage of tile but those along one side of wall were slightly awkward to get to.	

Photos of work area (through viewing panel) Attach photos with date, time and caption



ANNEX 3 Control Limit 4-hour Compliance Sampling

To check compliance with the Control Limit of 0.1 f/ml, measure personal exposure over a continuous 4-hour period.

An asbestos removal job is made up of different tasks and activities. Each present different exposure conditions at different times. **Figure 1** illustrates how levels could vary during a shift.

The LARC should anticipate the 4-hour period of the shift where fibre levels are likely to be highest. Ideally a personal sampler should be worn by the worker for a continuous 4-hour period, but there might be reasons why this is not possible: the work simply does not last this long, or a dusty work-area makes filters too dirty to count.

- Options to ensure that the criteria are met:
- Select jobs large enough to ensure a minimum sampling period of at least 2 hours.
 - Undertake sequential sampling of several activities over a continuous 4-hour period.
 - Where airborne dust is the problem, a series of sequential samples may be taken for shorter times, and/or lower flow rates used to ensure countable samples.
 - If further sampling is not possible, a realistic assumption about the likely exposure for the remaining time may be made. (e.g., that no further exposure took place after the shift ended)

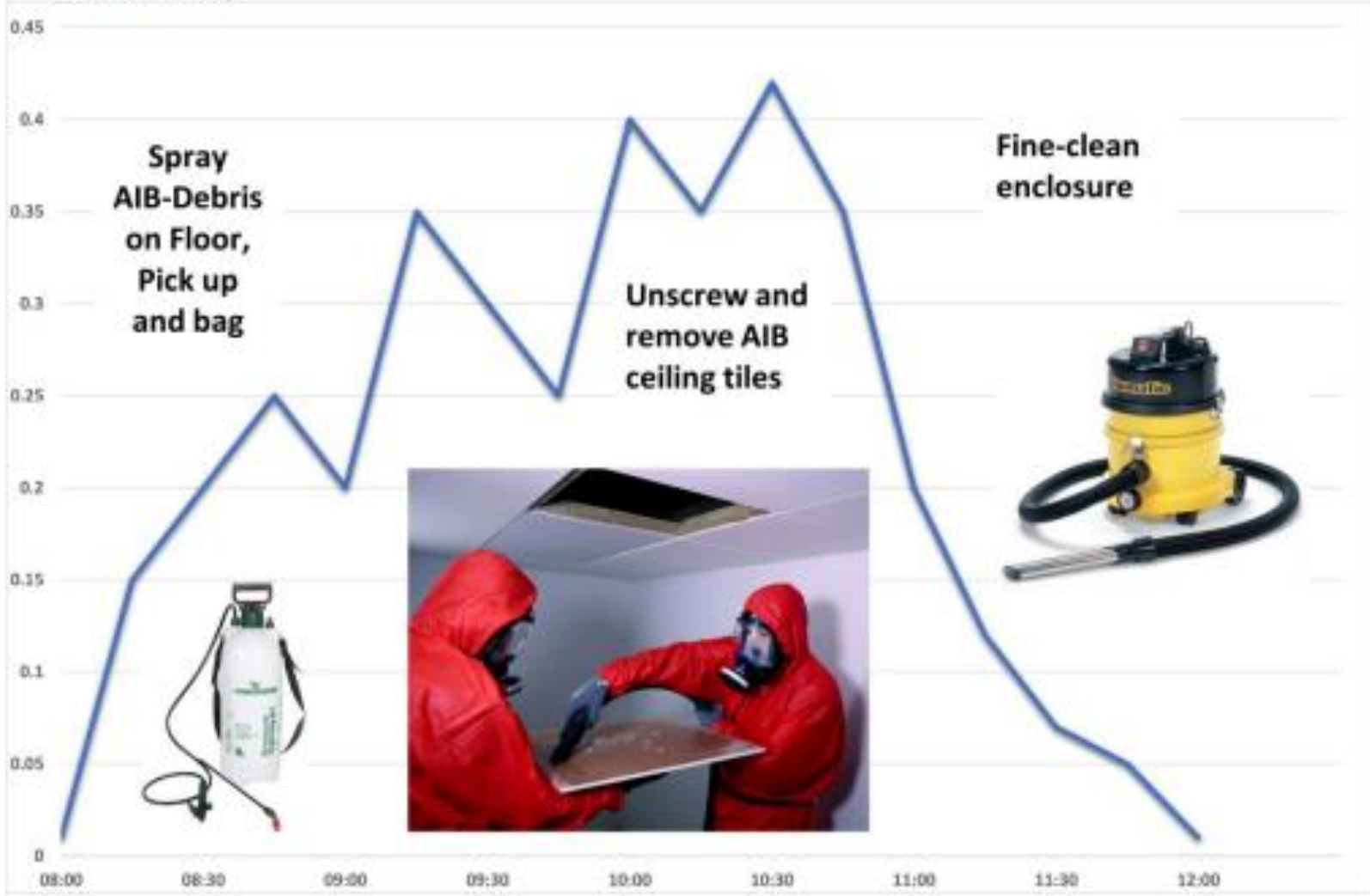


Figure 1. Illustration of an exposure pattern for a working shift.

Appendix 01/24

Minutes of the 44th meeting of the Asbestos Network Technical Working Group (ANTWG), XX XXX 2024

Composition of TWG = ACAD, ASES, ARCA, BOHS-FAAM, HSE, IATP, Independent Industry Representative, NORAC and UKATA

Handover of Enclosures to Analysts for 4SC (Site Supervisor Visual Inspection and Handover Form)

Appendices are attached to Technical Working Group minutes when the nature and extent of discussions (or the complexity of the subject) warrant further explanation and clarification. This guidance is primarily aimed at Licensed Asbestos Removal Contractors (LARC)s however it is also relevant to Clients and Analysts. The following is a summary of the discussions and conclusions on the above topic and should be read in conjunction with HSG248 and L143.

Purpose

HSE publication HSG247 Asbestos: The Licensed Contractors Guide (2006) does not provide guidance regarding the thorough visual inspection that is required by the LARC supervisor prior to a 4-stage clearance (4SC) by an independent analyst. The 2021 revision of HSG248 Asbestos: The Analysts' Guide included new guidance for analysts on the planning of the 4SC, estimating the duration of visual inspections, and a template handover form.

This technical appendix is therefore intended to:

- 1. Provide practical guidance in the form of a Standard Operating Procedure (SOP) for the Licensed Contractor Site Supervisor's Visual Inspection and Handover.
- 2. Highlight the areas of new guidance in HSG248 relating to the 4SC procedure which are also relevant to Licenced Asbestos Removal Contractors.

The contents of this technical appendix and SOP should be used to inform initial and refresher training in this area.

Introduction and Regulatory Requirements

There is a legal requirement for the premises (or parts of premises) to be thoroughly cleaned after asbestos removal work (Control of Asbestos Regulations 2012 Regulation 17). This

Annex 3 Standard Operating Procedure for Asbestos Removal Supervisor's Visual Inspection and Handover

1. Introduction

- 1.1. The removal process will have caused spread of asbestos dust and debris inside the enclosure, allowing possible deposits on any surfaces. Residual dust may remain on any unprotected or inadequately cleaned or hard-to-access places.
- 1.2. The thorough visual inspection conducted by the Licensed Asbestos Removal Contractor's (LARC) supervisor is a critical step in ensuring that the work area is clean and free of visible asbestos debris and dust before handover to an independent analyst for the 4-stage clearance procedure. This Standard Operating Procedure (SOP) provides detailed guidance on the responsibilities of the supervisor, the essential equipment needed, and the systematic approach to be followed when conducting the visual inspection. By adhering to this SOP, the LARC supervisor can ensure that the work area meets the required cleanliness standards and is ready for the independent 4-stage clearance procedure.

2. Supervisor's Responsibilities

- 2.1. The LARC supervisor plays a crucial role in the asbestos removal process and has the following responsibilities:
 - i. Ensure that all asbestos-containing materials (ACMs) have been removed as detailed in the Plan of Work (POW). This includes checking that the removal work has been carried out in accordance with the agreed methods and that all identified ACMs have been safely removed. Any ACM intended to remain is in good condition.
 - ii. Confirm that all dust and debris have been removed from the enclosure. This involves thorough cleaning of the work area, including the removal of any visible dust and debris from all surfaces, equipment, and waste routes.
 - iii. Conduct a thorough visual inspection of the work area to verify cleanliness. The supervisor must systematically inspect all surfaces and areas within the enclosure, paying particular attention to difficult-to-reach areas and potential dust traps.
 - iv. Complete and sign the handover document, confirming the satisfactory completion of the cleaning process. The handover document serves as a formal record of the supervisor's visual inspection and declaration that the work area is clean and ready for the 4-stage clearance procedure.

Annex 4 HSG248 Guidance relating to 4SC relevant to LARC's

Common Problems at Visual Inspection

There are numerous factors which can disrupt or impede successful clearance, HSG248 paras A5.68 – A5.81 provides guidance on the following:

- Wet enclosures
- Sprayed sealant
- Enclosures with loose rubble or soil flooring
- Clearance with fixed scaffolding or access equipment in place
- Asbestos intended to remain
- Asbestos waste remaining in the enclosure
- Inaccessible or impossible to remove asbestos
- Use of encapsulant and sealant
- Wet blasting removal

The LARC should identify factors which will inhibit or impede clearance e.g., voids in ceilings that contain mineral wool, congested plant rooms that contain multiple pipes or equipment. These issues can normally be eliminated or resolved more easily before the work starts. A failed 4SC can have significant implications in time, costs and reputations, particularly where jobs are over-running or high-profile. Difficulties in completion of the 4SC can be eliminated or reduced by identification and remedy of potential issues in the scoping and planning.

4SC Failures

HSG248 advises:

- If one of the stages has failed, the reason(s) should be entered into the CfR, and the remaining stages struck through. An acknowledgement of the failure should be obtained from the licensed contractor's site supervisor (e.g., signed hard copies or name entered into electronic version).
- If the failure occurs at either stage 1 or 2 of the process, the inspections (both stage 1 and stage 2) will need to be repeated. Photographs should illustrate why the 4-stage clearance has failed. The photographs should be included in the CfR.
- If a new/ different analyst carries out the work, the whole procedure should start again. If the site fails at stage 3 or 4, it is necessary to repeat these stages only until both have passed. The analyst will then need to cross-refer to and append the certificate where stages 1 and 2 were passed.
- The LARC should acknowledge the outcome on the certificate issued (including a failed certificate) as this provides confirmation that the result has been passed on. The acknowledgement can be electronic or written.

Contamination of other equipment

The analyst should consult with the LARC about the potential for contamination of other equipment inside the enclosure (e.g., there may be fuse boxes or switches that may have

Appendix 02/24
Minutes of the 44th meeting of the Asbestos Network Technical Working
Group (ANTWG), 21st August 2024
*Composition of TWG = ACAD, ARCA, ASES, BOHS-FAAM, HSE, IATP, Independent Industry
Representative, NORAC and UKATA*

Asbestos Skips, Van Waste Compartments, Waste Storage and Movement on Site

Appendices are attached to Technical Working Group minutes when the nature and
extent of discussions (or the complexity of the subject) warrants further
explanation and clarification. The following is a summary of the discussions and
conclusions on the above topic and should be read in conjunction with HSG247
and L143.

Purpose
Concerns have been raised through industry stakeholders, HSE licence renewal and
HSE site inspections and industry audits. This document seeks to provide clarity of
requirements to ensure skips and van waste compartments are fit for purpose.
Clarification is also provided on temporary waste storage areas, movement of waste on
site and temporary storage in vans.

Rear End Loaders
One skip design, known as a (closed) Rear End Loader, is causing particular concern. It
is designed for use with rear-end loading vehicles, but waste can be placed at either
end (as shown in photos below).



Annex 1 Asbestos waste carriage in vans – examples of acceptable design options



1. An 'off the shelf' waste box



2. Entire van compartment sealed
and segregated from top to bottom,
rounded wheel arch edges to
minimise risk of bag puncture [Not
shown but there should be a
secondary door to protect the door
furniture, rear electrical lights and
prevent waste falling out on opening]



3. Side access compartment fitted with a secondary door which is signed and
lockable

Annex 2 Asbestos waste carriage in vans - Examples of unacceptable designs and how to fix them.



Why? Vulnerable to falling over during
transit and wheelie bin lids not secure

How to fix: Secure lid (use a lockable
design type) and wheelie bin (straps)
and lock wheels (if an option)



Why? The entire van appears to be
dedicated to waste but there are other
non-waste items carried in the same
space which could fall onto the waste
bags and split them open. If not
stacked correctly bags could fall out on
opening, or on closing, be damaged by
entrapment in van door.

How to fix: Fit a 'bulkhead' to extend up
to the roof. Fit secondary door.

Current Draft Appendix: 'The Importance and Requirements of Leak Testing During Licensed Asbestos Work'

- Why and when leak testing is required
- Clarification on monitoring types and terminology
- How leak testing should be carried out
- Importance of smoke testing

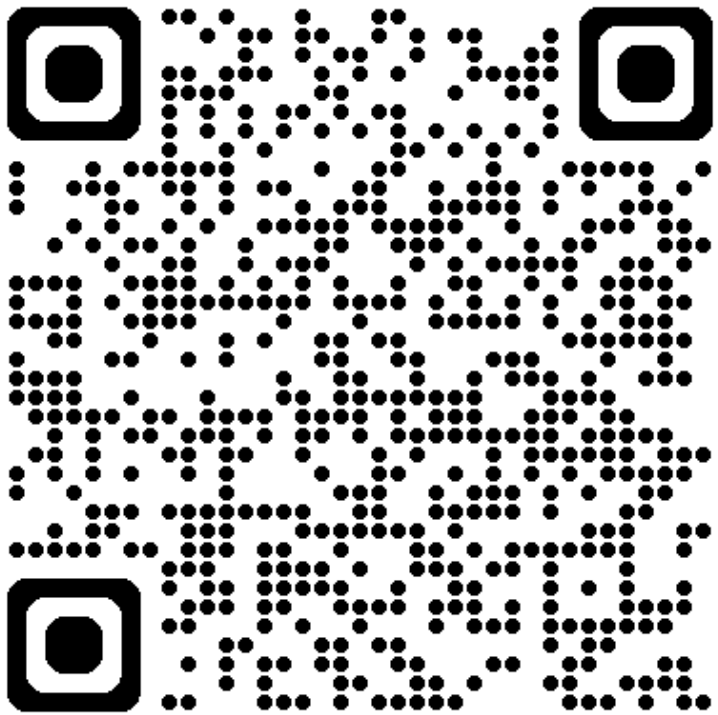
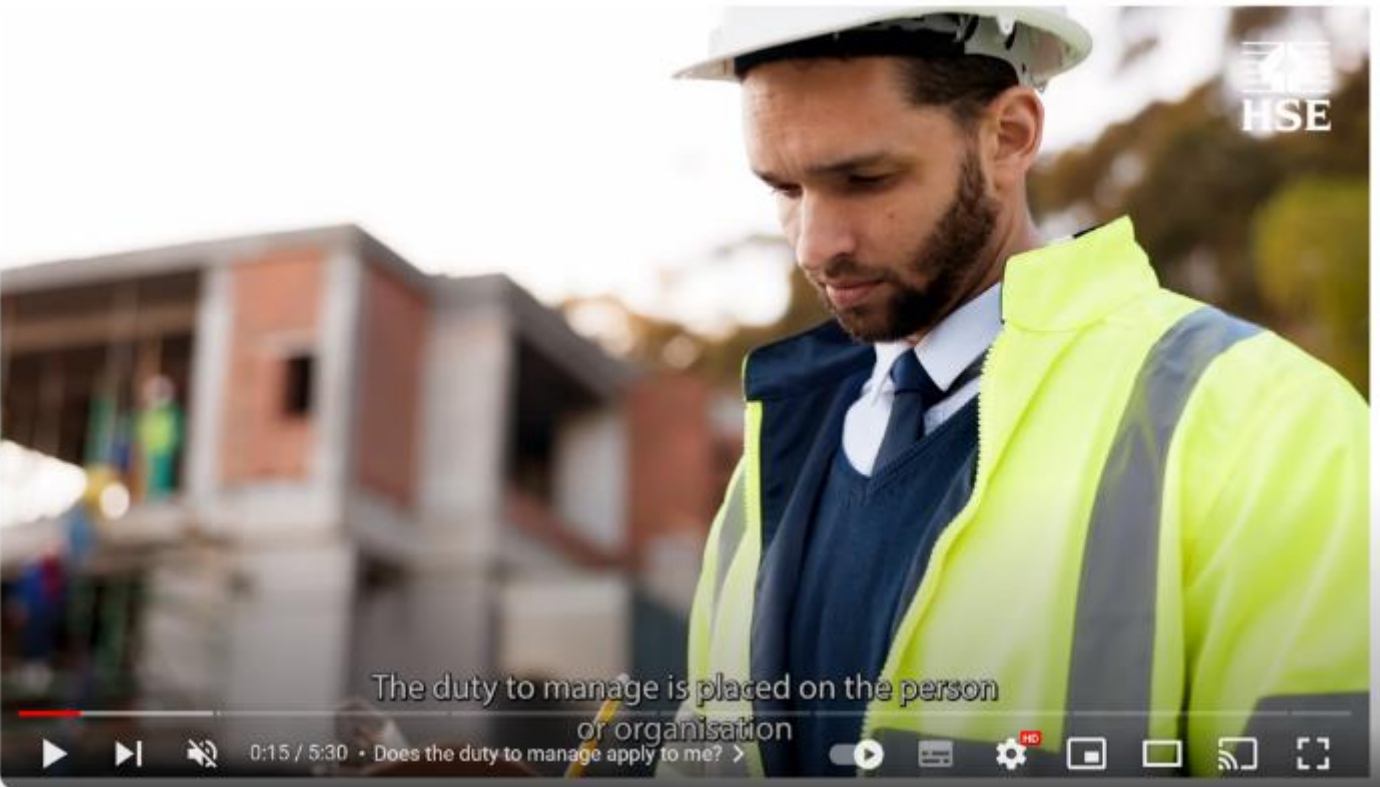


HSE Guidance Update

New DTM web pages

These include guidance on:

- What the legal duty is, and the steps required to comply with the law
- New blank and example templates
- 2 new videos for duty holders
- Examples of how asbestos can be managed



Help us to improve the website - [give your feedback](#).

[Home](#) > [Topics](#) > [Asbestos](#)

The duty to manage asbestos in buildings

1. Overview
2. [Check if you have the duty to manage asbestos](#)
3. [Find out if asbestos could be present in your building](#)
4. [Arrange an asbestos survey](#)
5. [Make a register and assess the risk](#)
6. [Write your asbestos management plan and monitor it](#)
7. [Put your plan into action](#)
8. [Provide information to anyone who might disturb asbestos](#)
9. [Examples of how asbestos risks can be managed](#)

Example asbestos register and site plan

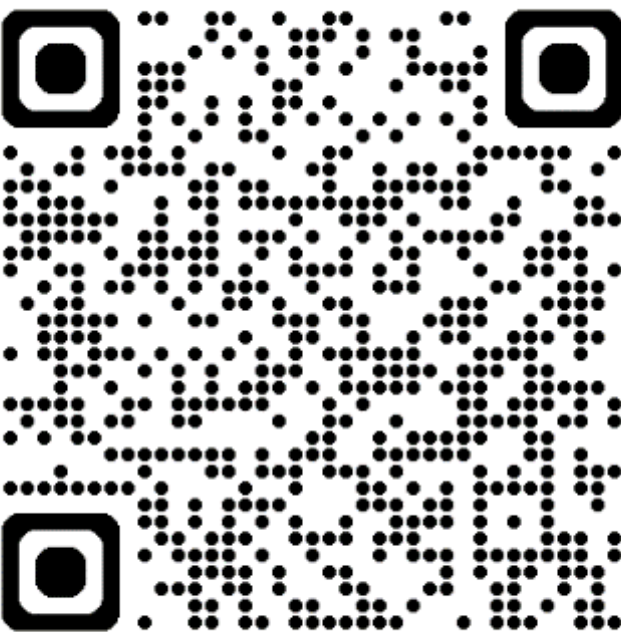
The engineering company owns a 2-story building built in the 1960s. An asbestos management survey has been completed and the information including no access areas incorporated into an asbestos register and site plan. In using this example, it is important that you follow the guidance at www.hse.gov.uk/asbestos/duty/register-and-assess-risk.htm.

The HSE website has a template to help you produce your own register or review an existing one.

Location	Product and asbestos type	Extent	Condition	Surface treatment	Sampled/ Presumed/ Strongly presumed	Potential to release fibres – material assessment score	Potential for disturbance – priority assessment score	Risk assessment – total score	Action and due date	Action comment and completion date	Other management actions
Store Room 2 BC408 Ceiling	AIB/ amosite	Whole ceiling 21m ²	Good	Painted only on side facing room	Sampled Ref. 1/000	5	4	9	Check every July	Checked – no change 13/7/23	If accessing the ceiling void or disturbing ceiling tiles, assess the risk, produce a plan of work and use suitably trained workers Removal must be by an HSE licensed contractor



Example template



Blank template

Asbestos management plan – a template

Your asbestos management plan will depend on the complexity of your organisation but there are some details that should be included in line with the Control of Asbestos Regulations.

This template includes instructions that will help you create your own asbestos management plan.

The information from any asbestos survey reports should be used to form your asbestos register, which is a key part of your asbestos management plan.

You can add relevant documents, including the asbestos register and site plans, at the end of the management plan.

In using the template, it is important that you follow the guidance at:
www.hse.gov.uk/asbestos/duty/asbestos-management-plan.htm

The HSE guidance also includes:

- an example asbestos management plan
- an example register and site plan
- an asbestos register template

Asbestos management plan for [name of business/organisation]	
<div>Overview</div> <p>This section can be used to:</p> <ul style="list-style-type: none">● set out the purpose and scope of the document● signpost to any other policy and procedure documents <p>It can also be helpful to include important information regarding incidents and contact details</p>	
Name and details of site	

Roles and responsibilities	
Role	Name and contact details
Dutyholder The person or organisation with the main responsibility for maintenance or repair	
Appointed person and deputy The person with the resources, skills, training and authority to ensure that ACMs are managed effectively	
Responsibility (as appropriate)	Designated role or name of person and contact details
Asbestos register and site plans <ul style="list-style-type: none">● Preparation● Review and update	
Condition monitoring of ACMs	
Asbestos management plan <ul style="list-style-type: none">● Preparation● Review and update	
Surveys and specialist asbestos advice For example, air monitoring, bulk sampling	
Management of service providers Asbestos surveys and re-inspections, including competency checks, contractual and reporting arrangements and quality checks	
Delivery of 'site asbestos information briefing' to site staff <ul style="list-style-type: none">● Detail the location of ACMs in specific areas they work● Include an instruction not to disturb ACMs● Explain what must be done if ACMs become damaged	
Organising staff training For example, duty to manage, asbestos awareness and non-licensed work	
Pre-site arrival checks of contractors Check those doing asbestos work have: <ul style="list-style-type: none">● had appropriate asbestos training● seen a risk assessment and plan of work detailing suitable control equipment and procedures	
Providing asbestos information At planning stage for any refurbishment, installation, demolition work	



Example template



Blank template



HSE Inspection Update

HSE Inspection Activity 24/25

- ✓ DTM Asbestos Local Authority Head Office visits Oct 24 – March 25
- ✓ Asbestos DTM included as part of 4 mandatory health topics covered at every site inspection April 24 – March 25
- ✓ Licensed Asbestos Inspection Programme April 24 – March 25



HSE's Inspection Programme of Licensed Removal Industry 23-24

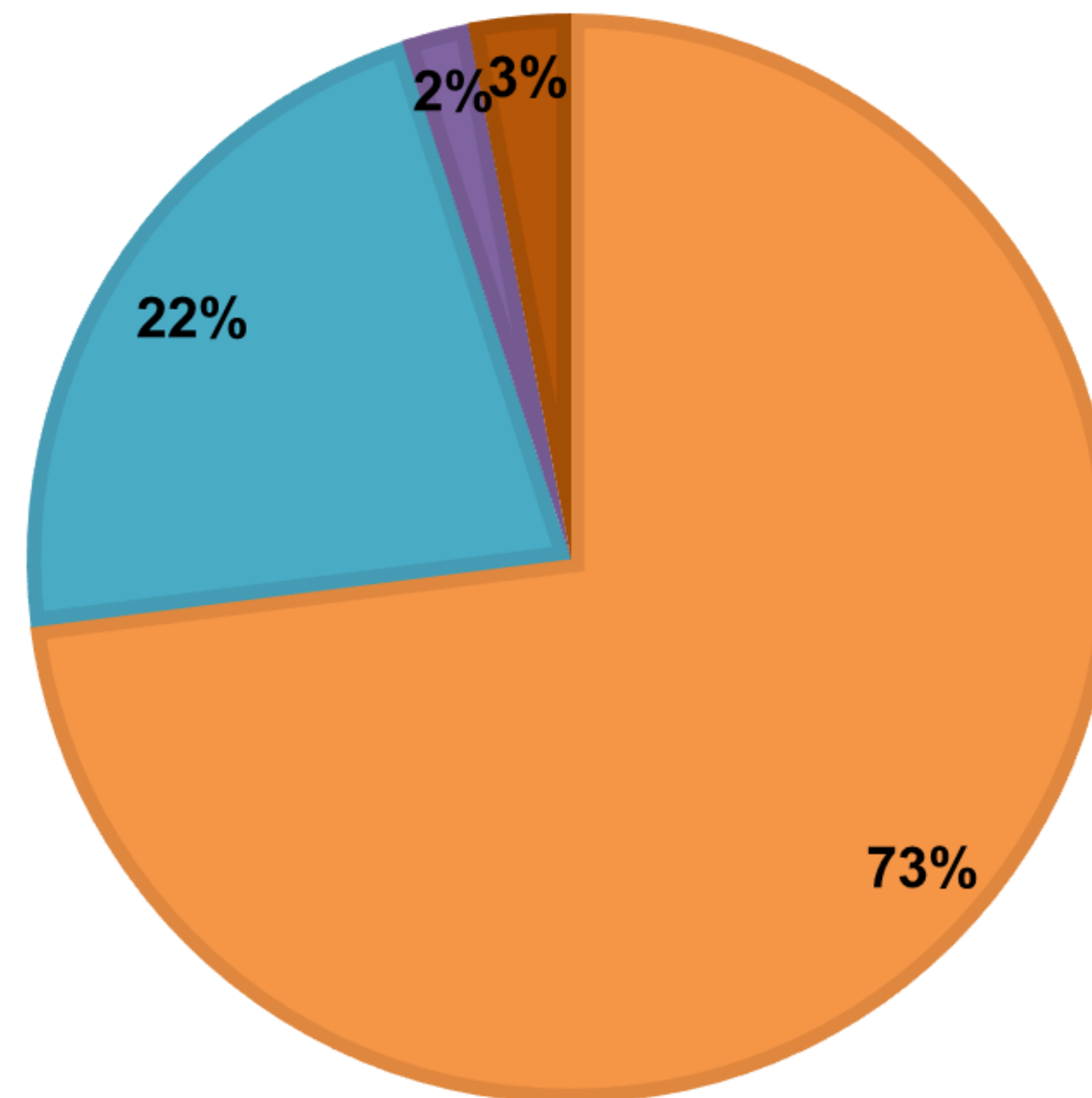
- 359 licence holders 23-24
- 342 licence holders 22-23
- 802 inspection 23-24
- 806 inspections 22-23
- Assessments – all completed to time
8 refusals 23-24
- Inspectors and assessors checking face fits
and medicals closely



Licensed Removal Notifications 23/24

- ~ 22,300 notifications (LA and HSE)

■ AIB ■ Asbestos insulation ■ Asbestos coating ■ Other

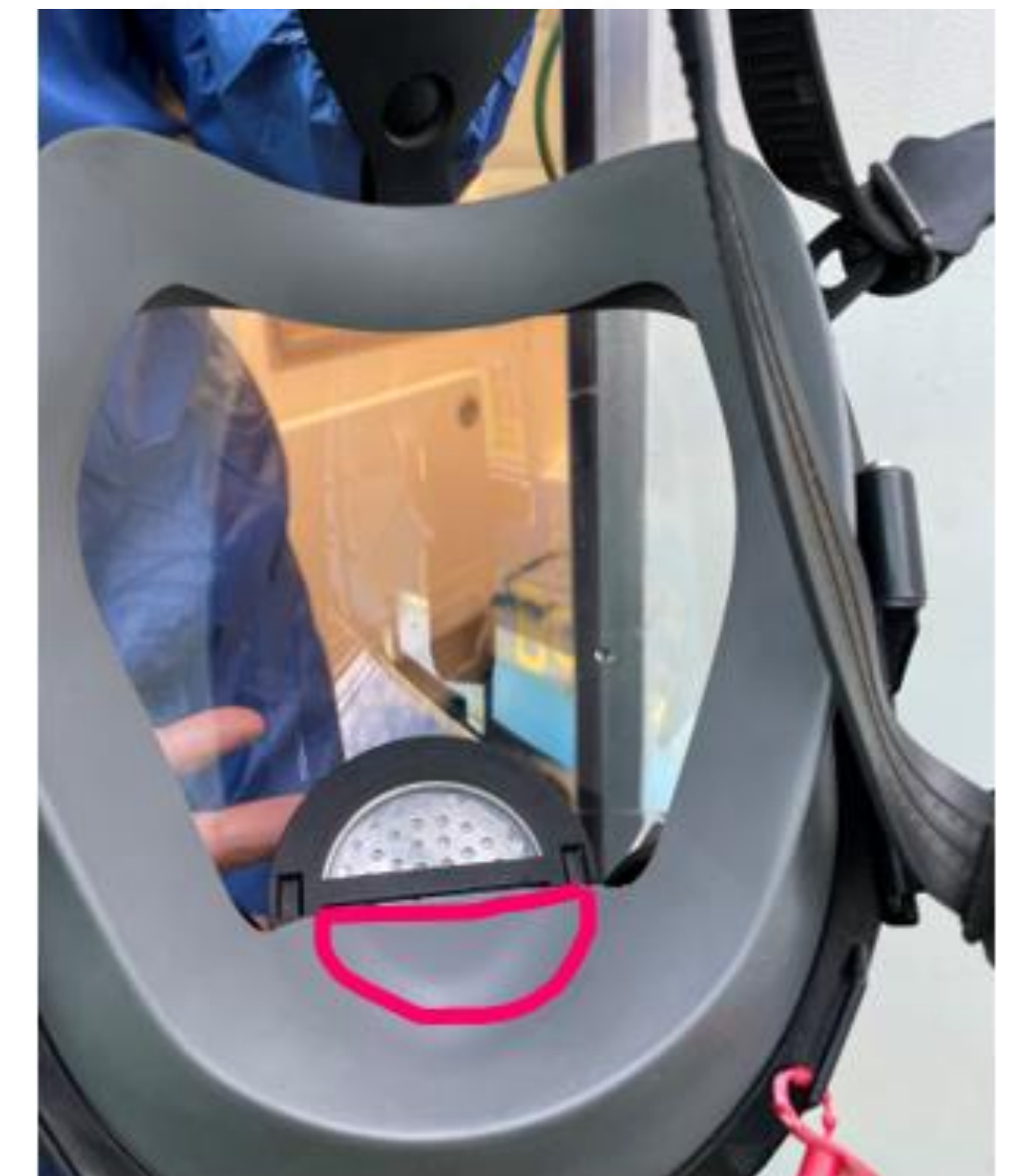


Face Fit Testing – Goatees and 3M™ Powered Air Respirator System PV-300 (formerly known as the Scott™ Phantom Vision)

‘All parts of the faceseal (including the chin cup area) are considered to be the sealing area and the wearer needs to be clean-shaven around all parts of the face seal’,

Each wearer will have a different shaped chin and so it is impossible to state that certain areas of the chin cup area are not included in the sealing surface, as this will be different for each wearer.

The amount the chin cup seals with the wearer’s chin also depends on how tight the wearer has the bottom straps, so this can also vary on the same wearer with a different donning.



Campaigns Update

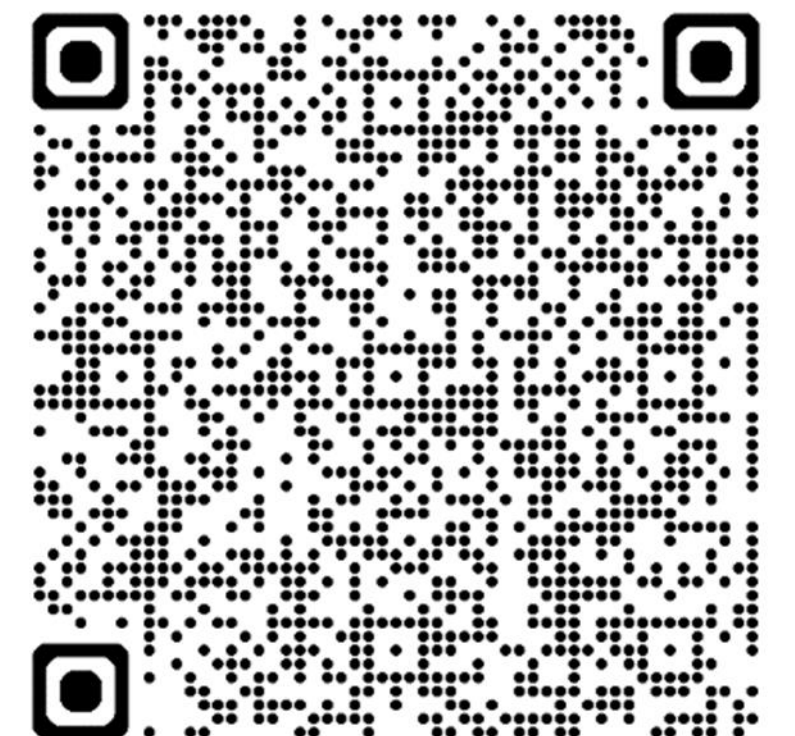
HSE is currently running two asbestos campaigns



‘Asbestos – Your Duty’ raises awareness of the legal duty to manage asbestos in buildings



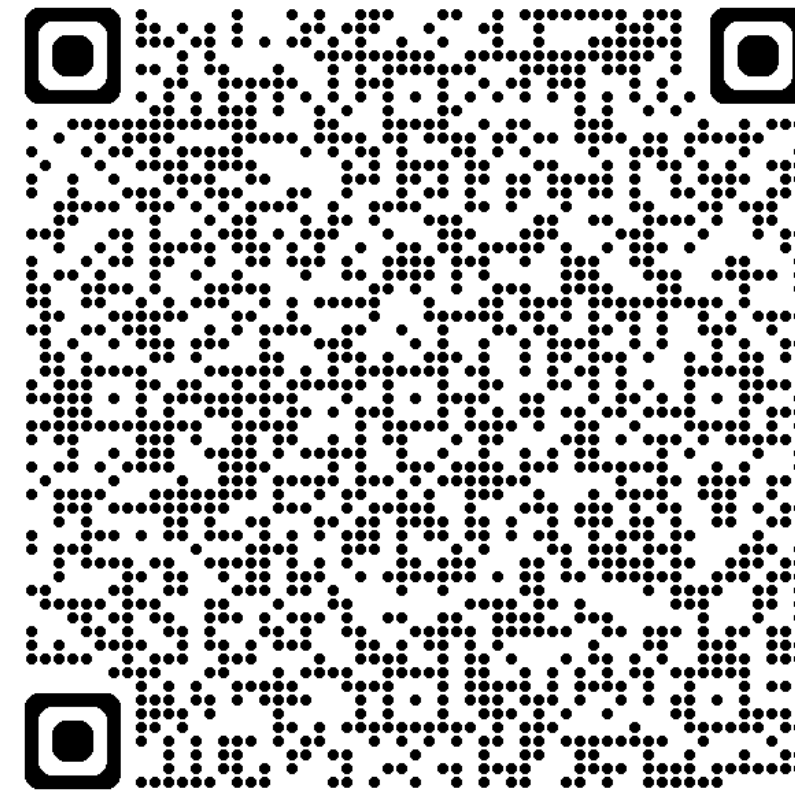
‘Asbestos and You’ highlights the risk of asbestos to tradespeople



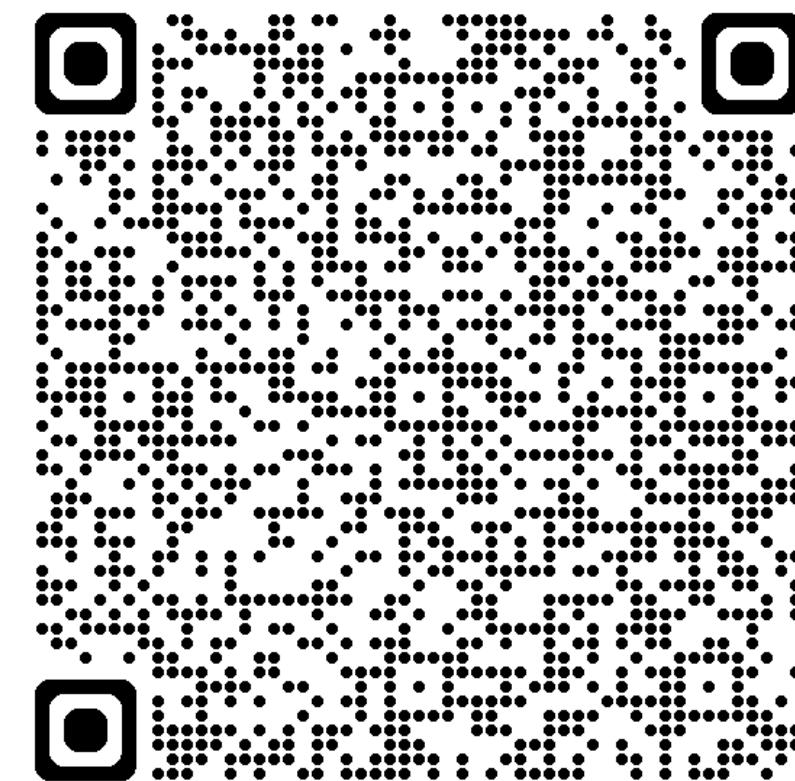
‘Asbestos - Your Duty’ Resources

A [digital one pager](#) with all our duty to manage asbestos resources at the click of a button:


- Webpages
- Register template
- Management plan template
- Examples



[Video](#) explaining the steps to the duty to manage asbestos in buildings













**ASBESTOS
YOUR DUTY**



The duty to manage asbestos is a legal requirement. Dutyholders must protect people from the risks of exposure to asbestos, including people who work in/on or visit their buildings.

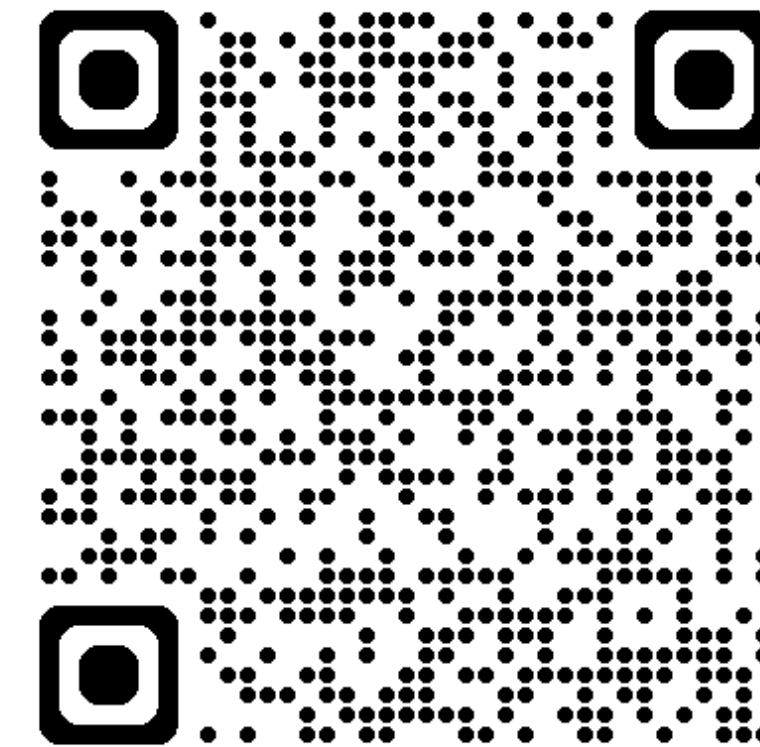
Use the links below to find out more about the duty to manage:

-  **[Duty to manage asbestos in buildings](#)** 
What the dutyholder must do, including identifying asbestos, assessing risk and making a plan.
-  **[Asbestos register template](#)** 
Template of an asbestos register – a live document which must always contain current information on the presence and condition of asbestos-containing materials, known as ACMs, in your building.
-  **[Asbestos management plan template](#)** 
Template of an asbestos management plan which sets out the procedures and arrangements to manage the risk from asbestos-containing materials in your buildings.
-  **[Examples of how asbestos risks can be managed](#)** 
Examples of asbestos management in practice.
-  **[HSE Asbestos newsletter](#)** 
Sign up to the HSE asbestos newsletter for free health and safety news and updates on this topic.

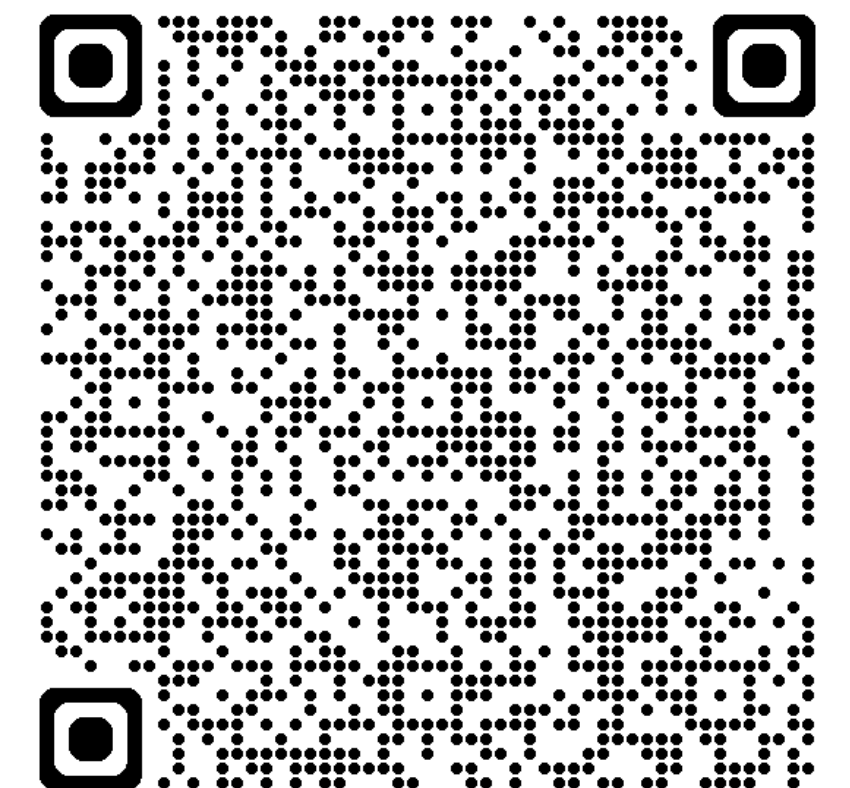
Asbestos DTM Webinar and Podcast

HSE's webinar and podcast are the latest campaign resources to help support those with a legal duty to manage asbestos in their buildings.

- [Watch the free recording of the webinar](#)



- [Listen to the podcast on the duty to manage asbestos in buildings with guest Marks and Spencer](#)



Response so far....

- ✓ The combined reach of the campaigns is over 25 million
- ✓ More than 241,000 page views and 90,000 downloads
- ✓ Over 7,000 registrations for the DTM webinar with many more since watching the recording on demand



How you can support

As we continue both asbestos campaigns into 2024/25, here's how you can support them:

➤ **Share** our social posts:

[Facebook](#)

[X / Twitter](#)

[LinkedIn](#)

➤ **Download** and share the resources in this presentation



Top 5 topic areas which questions were asked by attendees at HSE's DTM Webinar in May 2024

Top 5 Qs raised in HSE's DTM Webinar

- #1** Asbestos Registers
- #2** Identifying the Dutyholder
- #3** Frequency of Management Surveys
- #4** Condition Monitoring
- #5** Checks for Service Provider Competency



#1. Asbestos Registers / Using the Management Survey as a Register

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- Asbestos register and survey are often mistakenly confused
- Often the register in the survey hasn't been extracted into a live document

Asbestos Survey
(a snapshot in time)



- ✓ Identifies ACMs
- ✓ Condition and quantity
- ✓ Management Survey – accessible areas
- ✓ Refurbishment Survey – areas only accessible by breaking into building fabric

Asbestos Register
(always in use
and under review)



- ✓ Updatable list of ACMs
- ✓ Corresponding site plan and photos
- ✓ Easy to understand
- ✓ Risk Assessment
- ✓ Actions

Asbestos Management Plan
(always in use and under review)



- ✓ Responsibilities
- ✓ Regular condition checks
- ✓ Work on asbestos
- ✓ Contractors
- ✓ Incident Procedure
- ✓ Communication

#1. Asbestos Registers / Using the Management Survey as a Register

What to include in your register

Your register should include, as a minimum:


- all known and presumed ACMs in your buildings
- [the type of ACM](#)
- how much asbestos there is and its condition, including dates of the original and last inspection
- the potential of each ACM to release fibres (a material assessment) and likelihood of disturbance (a priority assessment) during the day-to-day running of the building
- where asbestos is presumed to be located if the surveyor has been unable to access areas (these locations should be kept to a minimum)

Including the following for each ACM would further help you to effectively manage asbestos risk:

- photographs to confirm location and for routine condition monitoring
- actions and due dates
- evidence of actions being completed
- condition assessment due date

You should update your register at least once a year as part of your asbestos management review or before if anything changes the risk from an ACM.

The register can be a paper or electronic record.



Health and Safety
Executive

Example asbestos register and site plan

The engineering company owns a 2-story building built in the 1960s. An asbestos management survey has been completed and the information including no access areas incorporated into an asbestos register and site plan. In using this example, it is important that you follow the guidance at www.hse.gov.uk/asbestos/duty/register-and-assess-risk.htm.

The HSE website has a template to help you produce your own register or review an existing one.

Location	Product and asbestos type	Extent	Condition	Surface treatment	Sampled/ Presumed/ Strongly presumed	Potential to release fibres – material assessment score	Potential for disturbance – priority assessment score	Risk assessment – total score	Action and due date	Action comment and completion date	Other management actions
Store Room 2 BC408 Ceiling	AIB/ amosite	Whole ceiling 21m ²	Good	Painted only on side facing room	Sampled Ref. 1/000	5	4	9	Check every July	Checked – no change 13/7/23	If accessing the ceiling void or disturbing ceiling tiles, assess the risk, produce a plan of work and use suitably trained workers Removal must be by an HSE licensed contractor

#2. Identifying the Dutyholder

Identifying dutyholders

93 The duty to manage is placed on the person or organisation that has the main responsibility for maintenance or repair of non-domestic premises and common parts of domestic premises. The dutyholder may be the owner or, where there is an explicit agreement, such as a tenancy agreement or contract, the dutyholder may be the occupier or the landlord, sub-lessor or managing agent. It may also be the tenant. Where there is a tenancy agreement or contract, the extent of the duty will depend on the nature of that agreement. In some circumstances, the duty to manage may be shared. If so, the dutyholders should co-operate to make sure that the risk from asbestos is managed appropriately.

94 The extent of the duty will, in most cases, be determined by the degree of responsibility over matters concerning the fabric of the building and the maintenance activities carried out there. For example, the owner may rent out or lease workplace premises under agreements where the tenants are responsible for all alterations, maintenance and repairs in the premises. In such situations, the tenants will be the dutyholder.

95 There may be no tenancy agreement or contract or, if there is, it may not specify who has responsibility for the maintenance or repair of non-domestic premises. In these cases, or where the premises are unoccupied, the duty is placed on whoever has ultimate control of the premises, or part of the premises, eg the owner.

Table 6 Identity of dutyholders

Responsibility for premises	Who has the duty to manage under regulation 4?
The owner has sole responsibility for the premises or has sole responsibility for the common parts of multi-occupied buildings	The owner
Under a tenancy agreement or contract, tenants (including employers or occupiers) are responsible for alterations, repairs and maintenance	The tenant, or tenants, in multi-occupancy premises
Under a tenancy agreement or contract, the owner keeps responsibility for maintenance and repairs, and the owner has control of access by maintenance workers into the building	The owner
Under a tenancy agreement or contract, responsibility is shared between several people, eg owners, sub-lessors, occupiers and employers	Each party – for those parts of the premises for which they have maintenance responsibilities Note that employers occupying the premises also have a general duty of co-operation to comply with the requirement of any health and safety regulations under regulation 11 of the Management of Health and Safety at Work Regulations 1999 ⁷
If an owner/leaseholder uses a managing agent	The owner The managing agent would act on behalf of the owner but does not assume the owner's duties in law. The ultimate responsibility remains with the owner
There is no tenancy agreement or contract	The person in control of the premises
The premises are unoccupied	The person in control of the premises

#3. Frequency / Validity of Management Surveys

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- How often do I need a survey completed?
- My survey is old, is it still valid?
- Do I need a new survey every year?

Box 1: The purpose of an asbestos survey

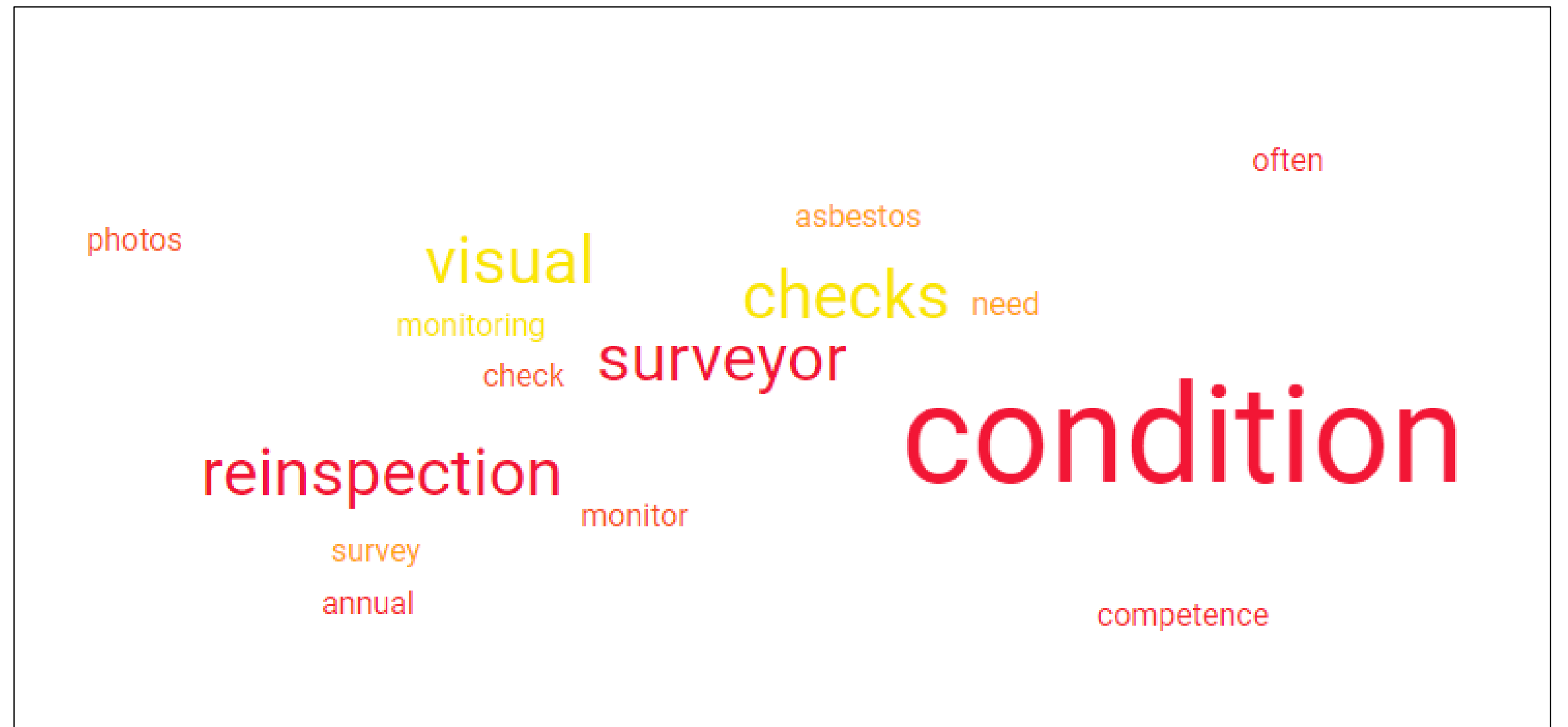
- To help manage asbestos in your premises.
- To provide accurate information on the location, amount and condition of asbestos-containing materials (ACMs).
- To assess the level of damage or deterioration in the ACMs and whether remedial action is required.
- To use the survey information to prepare a record of the location of any asbestos, commonly called an asbestos register,* and an asbestos plan of the building(s).
- To help identify all the ACMs to be removed before refurbishment work or demolition.

*Note: the information in the register should be used to inform the risk assessment (eg consider who could disturb asbestos on your premises), and to establish the management plan to prevent such a disturbance.



#4. Condition Monitoring Arrangements

- How often?
- Who?
- Do I need a surveyor?
- Does it need to be recorded?
- Competence?



144 Any identified or suspected ACM must be inspected and its condition assessed periodically, to check that it has not deteriorated or been damaged. The frequency of inspection will depend on the location of the ACMs and other factors which could affect their condition, eg the activities in the building, non-occupancy etc. There will also be events or changes, eg maintenance work, new tenants or employees, that should also trigger a review of the plan.

#5. Checks for Service Provider Competency

HSE strongly recommends the use of accredited or certificated surveyors for asbestos surveys.

The dutyholder should not appoint or instruct an independent surveyor to carry out a survey unless the surveyor is competent.

In GB the only accreditation recognised by the HSE is that provided by the United Kingdom Accreditation Service (UKAS). Organisations accredited by UKAS for asbestos surveying will display the following logo.



UKAS accredited survey providers are listed as [Inspection Bodies on its website](#).

The P402 qualification on its own does not demonstrate competency. Individuals must have at least six months' full-time, relevant, practical field experience on asbestos surveys under the supervision of experienced and suitably qualified personnel.

Box 3: What the client/dutyholder should do to check the competency of the surveyor

The dutyholder should be satisfied that the surveyor is competent to carry out the work required.

This means that the dutyholder should make reasonable enquiries as to whether the organisation or individual is technically competent to carry out the survey adequately and safely, and can allocate adequate resources to it. The competency enquiry should be carried out as a two-stage process:

- **Stage 1:** An assessment of the individual's or company's survey expertise and also, their knowledge of health and safety, to determine whether these are sufficient to enable them to carry out the survey competently, safely and without risk to health.
- **Stage 2:** An assessment of the individual's or company's experience and track record to establish if it is capable of doing the work and that it recognises its limitations.

Stage 1: Establish the accreditation or certification status of the surveyor and any relevant asbestos survey qualifications (see paragraphs 23–28). Obtain a written declaration which states that the surveyor can operate with independence, impartiality and integrity and that personnel carrying out the work are adequately trained for all aspects of the work taking place. In addition, obtain copies of the current insurance certificates for employer's liability, public liability and professional indemnity cover and check them to see that they cover the proposed work.

Stage 2: Obtain information on the surveyor's past experience on the type of survey planned and their capability to do the work. References or evidence of recent similar work should be requested.

If a company or surveyor cannot demonstrate competence through current accreditation or personnel certification, the dutyholder will need to conduct a more detailed assessment of their competence to do the work. This will include requesting: details of their qualifications, copies of their written procedures (including quality control policies) and references to other evidence of recent similar work.

Common Issues

Issue	Cause	Solution and Sign-post
Incorrect identification of ‘duty holder’	Confusion due to lack of understanding about roles and responsibilities	Clarify through reference to HSE guidance on this L143 paras 93 – 96.
Asbestos Management software ‘solutions’ not being solutions	Not customer focused design – off the shelf - additional functionality or bespoke comes at additional cost Only providing a QR code to access existing information	Need to identify where and why systems are failing Is the information e.g. asbestos register actually clear and easy to use by those who need it – test the AR and the AMP – HSE webinar Top Tips
No site-specific Asbestos Management Plans	Mis-conception that generic asbestos policies and procedures are all that is required for a site AMP	The AMP is the ‘how’ – this will refer to generic procedures but must also contain site specific information so that it functions as an operational plan
Not sharing information with building users	Unaware of need to, not wanting to - ‘fear’	Clarify what information needs to be communicated and why – HSE website

Thank You for Listening
Happy to Answer any Questions