UKATA Syllabus

LW06

Licensed Asbestos New Scaffolding Supervisor (Ancillary Work)

Issue Date: 10/03/2025 | Version: 1

- AA: Asbestos Awareness
- NL: Non-Licensed
- ✓ **LW: Licensed Work**
- DTM: Duty to Manage
- AM: Asbestos Management
- AS: Analyst/Surveyor
- RP: RPE/PPE
- SMG: Soil & Made Ground
- OH: Occupational Hazards

UKATA is a leading non-profit association dedicated to improving the quality and standards of asbestos, silica and dust control training.

Recognition and Grants

UKATA is an approved CITB 3rd Party Awarding Organisation for the Construction Training Register and Construction Training Directory. While there is currently no CITB standard specifically for this course, UKATA is actively collaborating with CITB to establish one. Once approved, this syllabus will be eligible for automated grant payments to levy registered employers.

UKATA is a Member of The CPD Certification Service providing recognised independent CPD accreditation compatible with global CPD principles.

This UKATA syllabus has been reviewed and independently certified as being suitable for CPD purposes by The CPD Certification Service.

UKATA holds ISO 9001 certification and continues to maintain the quality standard through annual auditing. ISO 9001 is a global standard for quality management systems (QMS), requiring organisations to demonstrate that their internal procedures meet rigorous guidelines, ensuring consistent delivery of quality products and services to customers and stakeholders.

Contents

1. Course Title

Licensed Asbestos New Scaffolding Supervisor

2. Introduction

This syllabus sets out the guidance issued by UKATA for the provision of licensed asbestos new scaffolding supervisor training for employees whose supervisor roles involve overseeing scaffolding operations where asbestos containing materials (ACMs) may be present. This training ensures adherence to the strict standards set by the Control of Asbestos Regulations 2012. **While this type of work has historically been guided by HSG247 – Asbestos: The Licensed Contractors' Guide, it is now also encompassed within UKATA LTG23: The Licensed Training Guide, which updates and replaces Chapter 4 of HSG247 to ensure the training is fit for purpose.**

This document provides the syllabus for the training along with guidance on the minimum content of all courses. Tutors can offer bespoke or tailored training for the remainder of any training session, but the core content must be adhered to.

3. Purpose/Scope

The purpose of this training is to equip scaffolding supervisors with both theoretical knowledge and practical skills necessary for safely conducting scaffolding operations near asbestos-containing materials (ACMs). This training aims to deepen the understanding of the hazards and risks posed by ACMs within the scaffolding industry, enhance proficiency in implementing safety protocols for scaffolding in contaminated environments, and ensure compliance with the stringent health and safety legislation applicable to asbestos management in construction settings.

4. Occupational Relevance

This training is exclusively intended for scaffolding supervisors employed by organisations that hold an HSE ancillary scaffold licence. It is tailored for supervisors who oversee scaffolding operations in environments where high-risk asbestos-containing materials (ACMs) are present. These settings often require a licensed contractor due to the potential disturbance of ACMs during tasks such as the erection, alteration, or dismantling of scaffolding structures.

5. Duration

Minimum of 6 learning hours.
(This includes a minimum of 2 learning hours of practical training and the time allocated for the final exam)

6. Learner Pre-requisite

There are no learner pre-requisites as part of this syllabus.

7. Individual Learning Needs

The tutor must assess each learner’s individual needs before the course begins and adapt the training accordingly.

8. Instruction/Supervision

As a minimum, tutors must meet the following criteria:

- Tutors must have a minimum of at least three years' experience (within the past five years) in the asbestos industry. This will be taken to include, surveying, analytical, removal, consultancy, training, management etc. and must be able to demonstrate a comprehensive practical working knowledge, within the asbestos industry, including its legislative requirements;
- A good understanding of HSE Guidance: HSG247;
- Be able to demonstrate experience of delivering Licensable Training;
- Hold a suitable asbestos qualification recognised by the asbestos industry, which may include: asbestos surveying, asbestos management or asbestos removal, or other such qualifications that UKATA deems to be acceptable;
- Hold a recognised trainer qualification, i.e., Level 3 Award in Education and Training, or you must achieve this qualification within 12 months of registration with UKATA;
- A successful UKATA Audit, or an internal Audit undertaken by the Member company they are working for at the highest category of training the Tutor will deliver on behalf of the Member;
- After meeting the above criteria, the Tutor is required to pass the UKATA Licensable Tutor Knowledge Test.

9. Delivery

Training must be delivered in a suitable environment and in accordance with the UKATA Training Centre & Equipment Minimum Standards. All equipment must be of a suitable quality and quantity for learners to achieve learning outcomes and must comply with relevant legislation.

The class size and tutor to learner ratio must allow training to be delivered in a safe manner and enable learners to achieve learning outcomes. The approved training delivery methods for this training along with the maximum tutor to learner ratios are:

Classroom: 1:10 (theory & practical)
Virtual Classroom: 1:6 (theory) (refresher training only)

10. Assessment

Attainment of the learning outcomes will be assessed by a multiple-choice exam consisting of at least 45 questions taken from the UKATA question bank and sat under exam conditions. At the discretion of the tutor, learners shall be permitted to refer to any notes they make during the training session, or the training manual/notes provided by the tutor.

Learners will be required to achieve a score of at least 36 out of 45 (80%) in the exam. Failure to achieve this will result in the learner requiring to re-sit the exam under exam conditions. If a learner fails the second attempt, they will be required to re-sit the course in its entirety.

The exam should have a completion time of approximately 60 minutes, though this is intended as a guideline. Tutors should accommodate the diverse needs of learners, which may include reading the questions aloud when necessary. However, no assistance may be provided in answering the questions.

11. Quality Assurance

Quality assurance against this syllabus requires verification and approval of the presentation materials, exam papers, course handouts and tutor narrative. Independent audits are carried out to demonstrate conformity with the training standards set by UKATA and each tutor maintains a CPD record that aligns with the UKATA Tutor Competency Framework.

UKATA prides itself on numerous accreditations and certifications that reflect our commitment to the highest standards of service and quality. A detailed list of these can be accessed at: UKATA Accreditations.

12. Renewal/Refresher

Certification for this training course will be valid for one year.

Annual refresher training is required for licensed asbestos scaffolding supervisor, and more frequent refreshers may be necessary if there are changes in work methods, equipment, or significant alterations in the type of work. Refresher courses are also recommended if any gaps in competency are identified.

The duration of refresher training is determined by a training needs analysis (TNA) conducted by the training provider and should be a minimum of 3 learning hours.

Learners must provide evidence of their previous UKATA Licensed Asbestos Scaffolding Supervisor (or refresher) training, completed within the last 12 months. If unable to verify recent certification, learners will need to undergo the full training course again.

Following the certification expiration date, a grace period of one month is permitted for refresher training to be delivered. The employer should, in this case, carry out a TNA and discuss the training requirements with the training provider.

13. Approved Date

01/02/2025

14. Review Cycle

Either on request or within 3 years from approval date.

15. Additional Resources

View	Managing and working with asbestos - Control of Asbestos Regulations 2012(CAR 2012) - Approved Code of Practice and guidance.
View	HSG247 Asbestos: The licensed contractors' guide.
View	Licensable work with asbestos – HSE.
View	LTG23 Asbestos: The licensed training guide.

16. Learning Outcomes

- ✓ Identify situations during scaffolding operations that may involve asbestos-containing materials (ACMs) and understand the types of ACMs that might be encountered.
- ✓ Distinguish between scaffolding tasks that require asbestos licensing and those that do not, using criteria from the Health and Safety Executive (HSE).
- ✓ Develop expertise in implementing control measures for safely conducting scaffolding operations in the vicinity of ACMs, focusing on the correct application of personal protective equipment and effective containment strategies.
- ✓ Formulate procedural adjustments when existing structures containing ACMs are altered or dismantled to prevent asbestos exposure.
- ✓ Execute and supervise scaffolding tasks involving ACMs, using methods that minimise asbestos disturbance and exposure.
- ✓ Utilise and oversee the use of specialised tools and safety equipment, ensuring all operations comply with safety regulations and standards.
- ✓ Gain comprehensive knowledge of legal responsibilities specific to scaffolding and asbestos under the Control of Asbestos Regulations 2012, including the implications for scaffolding operations.
- ✓ Ensure all scaffolding activities are compliant with environmental protection and waste management laws, especially in handling asbestos waste.
- ✓ Lead the development and implementation of thorough risk assessments for scaffolding activities that might affect or be affected by asbestos.
- ✓ Prepare and manage emergency responses tailored to the unique challenges of asbestos incidents in scaffolding contexts.
- ✓ Implement stringent decontamination protocols for personnel and equipment involved in scaffolding operations near ACMs, adhering to legal and health safety standards.
- ✓ Oversee the management and disposal of asbestos waste, ensuring all processes are compliant with environmental and safety regulations.
- ✓ Uphold high standards of operational conduct and safety compliance in scaffolding operations involving asbestos.
- ✓ Engage in continuous professional development to stay updated with the latest safety practices, regulations, and technological advancements in scaffolding and asbestos management.

17. Required Course Content – Theory

MODULE 1	**Types, uses and risks of ACMs**
	Types of asbestos fibres – characteristics, uses, identification methods (introduction), nature and levels of risk for different groups of ACMs; history of import, manufacture, and installation of different ACMs; types of products that may contain asbestos; likely locations; previous treatment methods covering old asbestos applications; ACMs' friability/conditions when they will release fibres; recognition and need for control; emergency and remedial work, surveys (overview). Plus, know how the presence of asbestos can be confirmed (bulk sampling and analysis).

MODULE 2	**Health hazards of asbestos**
	How fibres cause disease; types of asbestos-related diseases and how related to exposure; medicals under CAR; need for dust/fibre suppression to control exposure; need for correct use/ maintenance of RPE; health effects of smoking and risks of taking home asbestos-contaminated equipment/clothing etc. Plus, outline of legal responsibilities (CAR); civil vs criminal law.

MODULE 3	**Legislation**
	Duties of the individual; key duties of the employer; overview of the licensing framework; control of exposure- as low as reasonably practicable; overview of CAR; requirements of the ACOP and associated guidance; overview of waste regulations and Environmental Protection Act and overview of REACH 2009. With emphasis on management responsibilities; knowledge of which work requires a licence, the types of insurance cover required and sourcing of information on ACMs.

MODULE 4	**Site set up, maintenance and dismantling**
	What to do if a major or minor disturbance or discovery of ACMs occurs whilst scaffold is being erection or dismantled. Procedures for reporting potential ACMs disturbed or discovered, decontamination procedures for those within potential contaminated area. Plus, inspection of work during erection and dismantling of scaffold. Procedure for containment of area if ACMs are disturbed or discovered. Reporting procedures.

MODULE 5	**Plant and equipment (using demonstration of equipment)**
	Outline of components, use and maintenance of class-H vacuums for decontamination; siting and daily maintenance of hygiene unit; record-keeping (RPE covered separately).

MODULE 6	**Non-asbestos hazards**
	Site safety procedures; permit-to-work systems; entry and exit in case of fire; location of possible site hazards; emergency procedures in case of fire, electric shock, burns, hazardous substances, solvents etc; care of injured casualty; manual handling, noise, vibration and falling object protection, slips, trips and falls, eg working from scaffolding.

MODULE 7	**RAs and POWs**
	Introduction to RAs (know what they are for) – understanding the main points, right to see significant findings; requirements to follow RAs and risks/penalties if not followed; the meaning of the control limits and action levels. Plus, carrying out RAs and developing a POW (instruction and exercise); changes and amendments to RA/POW; seeking advice and informing of changes; notification to HSE when change is significant and what is a significant change.

MODULE 8	**Controlled stripping techniques**
	N/A

MODULE 9	**Respiratory protective equipment**
	The circumstances when RPE must be worn which may include inspection of work area, building and dismantling of scaffold for enclosures; how to inspect, test and wear respirator; need for quantitative face-fit test, a good face seal and the need to be clean shaven; correct storage, battery charging and keeping clean; strategy for changing pre-filters and main filters.

MODULE 10	**Personal protective equipment and clothing**
	The use of the appropriate PPE including overalls, headgear, footwear, and gloves; employer requirements to provide appropriate PPE and employees' obligations to use it; care, wearing, cleaning, decontamination and/or disposal of PPE; not taking contaminated PPE out of designated areas; transit overalls; when and where PPE should be worn; ensure correct use and maintenance of PPE. Plus, PPE use during transit procedures; contaminated clothing and waste; keeping of relevant records.

MODULE 11	**Waste management and disposal**
	N/A

MODULE 12	**Cleaning and clearance air testing**
	Cleaning and clearance requirements, including the need for the four-stage clearance process and associated certificate of reoccupation; visual cleanliness and air testing requirements; methods of cleaning for enclosures, hygiene facilities and equipment; re-cleaning in event of air test failure; cleaning after enclosure dismantling; cleaning in the event of an emergency or enclosure/equipment damage. Plus, the requirements of analysts before clearance inspection and sampling (including completion of supervisor handover certificate).

MODULE 13	**Transit procedures and decontamination**
	Personal decontamination procedures for DCUs including PPE changing and disposal, showering, RPE decontamination, cleaning, charging and storage; use of towels; changing and disposal of pre and main RPE filters; decontamination procedures where no enclosure or DCU is required (open sites); common problems with decontamination; cleaning of airlocks and DCUs; emergency decontamination in case of evacuation or accident; what should be in the DCU, i.e. mirror, soap/ shower gel. Scaffolders should be instructed on the four different decontamination process. • While wearing RPE and with a DCU for the inadvertent disturbance DCU, no disturbance has occurred and the DCU NOT used. • While wearing RPE and with a DCU for the inadvertent disturbance, where disturbance has occurred and the DCU WILL be required. • Entering and exiting an enclosure using the transit method. • Entering and exiting the enclosure with direct connection.

MODULE 14	**Fault-finding**
	How to spot problems with RPE, enclosures and hygiene unit. Plus, method statements; RAs; signs; record-keeping and fault reporting procedures.

MODULE 15	**Site inspection and record-keeping**
	Purpose of site inspections, site auditing and record keeping; role of inspector/auditor; responsibilities of operatives; reporting faults and other problems. Plus, criteria, for site inspections; actions in event of faults; record-keeping; scope and nature of records, use of typical record and reporting systems (including electronic devices eg tablets).

MODULE 16	**Emergency procedures**
	What to do in the event of major and minor disturbance of ACMs; what to do in the event of fire, or some other hazardous release such as toxic gas or radioactive dust occurring inside or outside enclosure; what to do if a leak of asbestos is found outside the enclosure; what to do if power on power-assisted respirator fails while inside 'live' enclosure; what to do if the NPUs stop working; what to do if there is complete loss of electrical power; what to do if loss of water supply to hygiene unit. Understanding the setting up of emergency decontamination.

MODULE 17	**Management systems and monitoring**
	Site monitoring; correct maintenance of all site equipment - following manufacturers' operating instructions, including the correct maintenance, and monitoring of the following control measures: external services, mobile generators, water supply, heating appliances, PPE, RPE, any, tools and DCUs. Plus, site supervision and record-keeping of work in progress; method statements; POWs; monitoring and auditing work in progress; understand the CORO and when to strike the scaffold, and also understand the phased CORO ie strike before stage 4.

MODULE 18	**Roles and responsibilities**
	To ensure everyone complies with regulations, ACOPs, guidance and follows the RA and POW. If the work method has to change - work is stopped and reassessed. The RA and POW are amended, and personnel informed of the changes in writing; to ensure all personnel are instructed, face-fitted and have received a medical; all equipment is inspected and tested; all daily inspections are carried out; all documentation is available and up to date; the importance of being on site for key stages of the work and their crucial role in directing the work and monitoring standards of work.

MODULE 19	**Information, instruction and training**
	How to implement and monitor on-job training (consolidation); how to assess the competence of employees; the types of training available and how to choose the right course; TNA in practice; recognising the need for additional training when new equipment or work methods are introduced.

18. Required Course Content - Practical

MODULE 20	**Decontamination and transit procedures**
	The design, connection and siting of a DCU; explanation of preliminary and full decontamination procedures and use of RPE and PPE; practicing use of decontamination and transit procedures in a hygiene unit that is plumbed in and fully operational and mock airlock/enclosure. Including the various scenarios where decontamination will be used, eg erecting access where no damage has occurred, where damage has occurred and the use of the DCU and emergency transit kit, transiting and direct connection and the use of Class H Vacuum during emergency procedures.

MODULE 21	**Use and maintenance of RPE**
	How to ensure the RPE is suitable for the user; how to fit RPE on site; how to check faulty RPE and what to do if a fault is found; the components of each type of RPE; certification and documentation; suitable storage; requirements of daily and monthly inspections.

MODULE 22	**Construction of enclosures and airlocks**
	N/A

MODULE 23	**Use of controlled stripping techniques**
	N/A