



UK ASBESTOS TRAINING ASSOCIATION

GUIDANCE

MINIMUM STANDARDS FOR TRAINING CENTRES

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MINIMUM STANDARDS FOR TRAINING CENTRES **GUIDANCE**

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DEFINITIONS

In this Guidance, unless the context otherwise requires:

Approved Training means the delivery of training by a Tutor who has met the required standards for training;

Association means UK Asbestos Training Association Limited;

Asbestos Awareness Training means training for those persons who are liable to disturb asbestos whilst carrying out their normal everyday work, or who may influence how work is carried out, or other such similar wording that has the same meaning under current UK legislation;

Dedicated Training Centre means the premises owned or leased by a Member to deliver Non-Licensable and/or Licensable training;

Guidance means codes of practice or other recommendation made by the Association which are supplemental to the Rules, but in the event of any conflict between the Guidance and the Rules, the Rules take precedence;

Licensable Member means a Member approved by UKATA to deliver training for Licensable Work with Asbestos and may also deliver training for Non-Licensable Work with Asbestos and Asbestos Awareness training.

Licensable Training means training for those working with asbestos which is Licensable, such as removing asbestos insulation or insulating board, or other such similar wording that has the same meaning under current UK legislation;

Member means an organisation, company, individual who has satisfied the criteria of membership;

Non-Licensable Member means a Member approved by UKATA to deliver training for Non-Licensable Work with Asbestos and may also deliver Asbestos Awareness training, but not training for Licensable Work with Asbestos;

Non-Licensable Training means training for those who undertake planned work with asbestos which is not Licensable, such as refurbishment or demolition work involving Non-Licensable asbestos containing materials or analytical staff and asbestos surveyors, or other such similar wording that has the same meaning under current UK legislation;

UKATA means UK Asbestos Training Association Limited;

INTRODUCTION

1. All UKATA Approved Training must be conducted in a suitable centre that meets the Minimum Standards for Training Centres.
2. Licensable Members and Non-Licensable Members must be able to demonstrate that they have their own Dedicated Training Centre to be able to offer this level of training, specifically for practical work.
3. Sections 6 – 10 apply to training centre minimum standards for delivering Asbestos Awareness training.
4. Sections 6 – 14 apply to training centre minimum standards for delivering Non-Licensable training and Licensable training.
5. Members who do not own a Dedicated Training Centre will be required to complete a third-party premises agreement which will be sent by UKATA.

DELEGATE MINIMUM STANDARDS

6. Physical layout must be comfortable for delegates undertaking training.
7. Presentation equipment include as a minimum expectation:
 - a) Digital projector;
 - b) Screen/integrated systems;
 - c) Flip chart;
 - d) Video delivery media unit (if required).
8. Training facility must comply with all relevant Health and Safety Regulations:
 - a) Building risk assessment;
 - b) Induction material for delegates to include fire evacuation procedures and emergency planning;
 - c) First aid facilities;
 - d) Electrical PAT testing;
 - e) Annual gas installation testing.
9. To provide satisfactory welfare provision that meets legal requirements:
 - a) WC and hand washing facilities;
 - b) Place to consume refreshments;
 - c) Drinking water readily available;
 - d) Adequate heating and ventilation.
10. Training facility to have relevant reference materials, including but not limited to:
 - a) Health and Safety at Work Act 1974 etc;
 - b) Management of Health and Safety Regulations 1999;
 - c) The Control of Asbestos Regulations 2012;
 - d) The Asbestos Licensed Contractors Guide HSG247;

- e) L143 (second edition);
- f) All other asbestos guidance notes (contained in the HSE reading list);
- g) Hazardous Waste Regulations 2005.

PRACTICAL TRAINING AREA

LICENSABLE & NON-LICENSABLE TRAINING ONLY

11. The practical training area must be of a suitable size to allow:

- a) Construction of enclosures;
- b) Construction of air locks;
- c) Construction of bagging locks;
- d) All associated plant and equipment as necessary;
- e) Connection of the hygiene unit onto enclosure or transit route detailed (LW);
- f) Fully operational hygiene units which comply with HSG247 (chapter 8) preferably with viewing panels (LW).

12. Risk assessment for training areas

EQUIPMENT & REQUIRED STANDARDS

13. Equipment required:

- a) Wetting unit with a variety of needles suitable for unit(s) or scope from TNA (LW);
- b) Spraying (unit) with associated attachments;
- c) Wetting agents;
- d) Absorbent and non-absorbent materials;
- e) Negative pressure units standard with all associated attachments e.g. roving heads, pre-fillers (DOP);
- f) A minimum of 2 x H type vacuums (DOP);
- g) Smoke machine;
- h) Materials to construct enclosures, airlocks and bag locks in accordance with HSG247;
- i) Polythene sheeting, adhesive tape, spray adhesive (after risk assessment), viewing windows.

14. Full range of tools to:

- a) Construct an enclosure, airlocks and bag locks;
- b) Facilitate removal of absorbent and non-absorbent materials;
- c) Enable cleaning down process of enclosure, air locks and bag locks;
- d) Disposable working coveralls – range of sizes and colours (requirement to be Cat 5) BS EN 13189-1;
- e) Primary decontamination equipment – buckets for water, sponges, brushes, rags or wipes;
- f) Decontamination equipment within hygiene unit, including shower gel, shampoo, nail brushes and towels (LW);
- g) Red, clear labelled asbestos waste bags;
- h) Electrical supply, cables etc;
- i) Suitable number of full face respirators (LW), with fully charged batteries, half masks and disposable masks.