

Licensed Asbestos New Operative

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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



Recognition and Grants



This UKATA syllabus has been mapped against the CITB standard and is available for grant payments to levy registered employers.

Training Type	Grant Tier	Grant Rate	Grant Code
Initial	2	Up to 50% of training cost	GET2821
Refresher	2	Up to 50% of training cost	GET2822



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.

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1. Course Title

Licensed Asbestos New Operative

2. Introduction

This syllabus sets out the guidance issued by UKATA for the provision of licensed asbestos new operative training for employees whose work will knowingly disturb asbestos-containing materials (ACMs) in a capacity that requires a license, as defined under 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 learners with both theoretical knowledge and practical skills necessary for safely working with licensed asbestos-containing materials (ACMs). This training is designed to deepen understanding of the hazards and risks posed by ACMs, enhance proficiency in advanced removal and containment techniques, and ensure compliance with rigorous health and safety legislation applicable to licensed asbestos removal.

4. Occupational Relevance

This training is exclusively intended for licensed asbestos new operatives who are employed by organisations holding an HSE asbestos removal license. It is tailored for those directly involved in the removal of high-risk asbestos-containing materials (ACMs) under the stringent regulations outlined in CAR 2012, Reg 3(2). The course is designed for operatives who engage in the handling and removal of asbestos in settings that require a licensed contractor due to the friability and hazardous nature of the materials involved, such as thermal insulation, asbestos insulating board, and sprayed coatings found in various industrial, commercial, and residential buildings.

5. Duration

Minimum of 18 learning hours.

(This includes a minimum of 6 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:	1:12 (theory) 1:6 (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 operatives, 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 must be determined by a training needs analysis (TNA) conducted by the training provider and must be a minimum of 4 learning hours.

Learners should provide evidence of previous UKATA Licensed Asbestos Operative (or refresher) training completed within the last 12 months. Where a learner is unable to provide evidence of recent certification, the training provider may, in exceptional circumstances, determine suitability for refresher training through a documented TNA. This should be supported by evidence of the learner's knowledge, skills, and experience (e.g. CV, work history, or employer confirmation).

Where sufficient prior competence cannot be evidenced, the learner must complete the full initial training course.

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 the types of asbestos work classified as licensed, including the specific conditions under which licensing is required.
- ✓ Distinguish between licensed and non-licensed work with ACMs, using detailed criteria from the Health and Safety Executive (HSE) and understanding the implications of licensure.
- ✓ Explain the rigorous control measures required for licensed asbestos removal, including detailed site setup, maintenance, and dismantling protocols to ensure fibre containment and minimise exposure.
- ✓ Implement advanced strategies and techniques for exposure control, emphasising the importance of enclosure integrity, air management systems, and proper use of negative pressure units.
- ✓ Perform precise asbestos removal tasks following the stringent guidelines set for licensed operations, including controlled stripping techniques, use of specialised plant and equipment, and adherence to specific procedural standards.
- ✓ Master the use of equipment and systems such as class-H vacuums, injection systems, and customised respiratory protective equipment (RPE) necessary for licensed work.
- ✓ Gain a thorough understanding of the legislation specific to licensed asbestos work, including the duties and responsibilities under the Control of Asbestos Regulations 2012, Environmental Protection Act, and Waste Regulations.
- ✓ Ensure compliance with all health and safety regulations, focusing on detailed aspects of the ACOP, associated guidance, and environmental considerations specific to licensed asbestos removal.
- ✓ Develop and execute detailed risk assessments and plans of work tailored to licensed asbestos operations, ensuring that all aspects of the work area, potential hazards, and worker safety are considered.
- ✓ Prepare for and effectively manage emergency situations specific to licensed asbestos work, including potential breaches in containment, equipment failures, and health emergencies among workers.
- ✓ Apply rigorous decontamination procedures for personnel, equipment, and work areas, adhering to best practices for preventing cross-contamination and ensuring thorough cleaning protocols.
- ✓ Manage asbestos waste in strict compliance with legal and safety standards, from containment and transport through to disposal, ensuring all processes mitigate environmental impact.
- ✓ Understand and execute the roles and responsibilities defined for licensed asbestos removal operatives, maintaining high standards of work, safety, and regulatory compliance.
- ✓ Participate in continuous training and development activities to stay informed of the latest practices, technology, and regulatory changes affecting licensed asbestos removal.

17. Required Course Content – Theory



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).
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.
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.
MODULE 4	Site set up, maintenance and dismantling Set up: Need for pre-clean; vacuum cleaners; site layout, including siting of hygiene unit as close to enclosure as possible; optimal positioning of air/baglocks and NPU's; explanation of how NPU's work and the significance of the voltmeter and pressure gauges and what changes in the gauge readings mean; when pre-filters should be changed; connection and testing of hygiene unit; construction of enclosures, air/baglocks including possible weather protection; positioning of clear viewing panels; positioning and wording for warning notices and barriers; how to delineate work areas and transit routes; smoke testing and need for witnessing. Maintenance: Daily inspections of enclosure (start, middle and end of shift) and immediate rectification of defects; strategy for NPU's to be kept running after stripping finishes for the day. Dismantling: Once clearance achieved, spray enclosure with sealant, bag and seal vacuum cleaners, bag other equipment, dismantle polythene and dispose of as asbestos waste; final inspection of area once enclosure and all associated equipment have been removed. Where construction of enclosures on scaffold or where scaffold is used inside an enclosure, the boards, tubes, clips, tube ends will need protecting.
MODULE 5	Plant and equipment (using demonstration of equipment) Equipment components: equipment use and maintenance including: NPU's, class-H vacuums and injection equipment (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.
MODULE 8	Controlled stripping techniques The principles of fibre suppression and control of exposure; equipment – use of, maintenance and cleaning; wet injection and spraying techniques; wrap-and cut; direct vacuuming; LEV (shadow vacuuming); vacuum transfer; air management; preparation time and testing of controls before removal; wetting agent selection, preparation and use; COSHH requirements; anticipated and desired fibre levels and comparison with RPE maximum exposure levels; personal assessment monitoring (principles); access to personal assessment information.
MODULE 9	Respiratory protective equipment The circumstances when RPE must be worn which may include inspection of work area, building and dismantling enclosures, working in enclosure, taking bags to skip; 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.
MODULE 11	Waste management and disposal Bagging, sealing, and cleaning; transportation through baglock and airlock; storage of asbestos waste; correct loading of skip/van.
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.
MODULE 13	Transit procedures and decontamination Personal decontamination procedures for directly connected and remote (transit) DCUs and airlocks including: PPE changing and disposal, showering, colour coding of coveralls, 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.

MODULE 14	Fault-finding
	How to spot problems with wetting of ACMs, RPE, airlocks, enclosures, and hygiene unit.
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.
MODULE 16	Emergency procedures
	What to do in the event of major and minor injuries or illnesses occurring inside 'live' enclosures; 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.
MODULE 17	Management systems and monitoring
	Maintenance and monitoring of control measures; controlling exposure to asbestos; ensuring that equipment functions correctly; pre-start setting-up; barriers and signs; construction and testing of enclosures and airlocks; site monitoring; use/testing of negative pressure equipment and ventilation and air management systems; correct maintenance of all site equipment - following manufacturers' operating instructions, including the correct maintenance and monitoring of the following control measures: enclosures, external services, NPUs, wet strip units, mobile generators, water supply, heating appliances, PPE, RPE, any dust suppression equipment, tools and DCUs.
MODULE 18	Roles and responsibilities
	To adhere to the principles of their training; to work to the RA and POW; when work should be halted because it does not match the POW; to work safely and not to put others at risk from their acts or omissions; to wear PPE and RPE correctly and to report any defects; to understand why they should not take short cuts.
MODULE 19	Information, instruction and training
	N/A

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.
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 Construction of an enclosure on a pre-erected 50 mm x 50 mm timber framework using 1000 gauge polythene sheeting, adhesive tape and staples; construction of a three-stage airlock system on a pre-erected 50 mm x 50 mm timber framework using 1000 gauge polythene sheeting and adhesive tape; construction of a three-stage airlock system using metal and/or plastic framework; construction of a proprietary airlock system, e.g. a 'transient'; the use and location of viewing panels; the use and location of warning signs; smoke testing to determine integrity; the construction and location of baglocks show how getting materials into an enclosure (chaining).
MODULE 23	Use of controlled stripping techniques The connection and use of an injection kit to wet pipe insulation, including the demonstration and use of an effective needle system eg BS8520 equipment – they should be able to determine that needles are the only effective way to wet insulation as a result of this session and the importance of adjustable liquid flow rates; shadow or trace vacuuming – practice the removal of a tile or duct panel using this technique.