

Asbestos Surveying and Sampling Refresher

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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



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



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1. Course Title

Asbestos Surveying and Sampling Refresher

2. Introduction

This syllabus sets out the guidance issued by UKATA for the provision of asbestos refresher training for those undertaking asbestos surveying and sampling in buildings and surrounding areas, as defined within the Control of Asbestos Regulations 2012 (CAR 2012), Asbestos: The Survey Guide (HSG264) and Asbestos – The Analysts’ Guide (HSG248 Second Edition).

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.

This refresher training can be given to employees whose work involves asbestos surveying and sampling.

3. Purpose/Scope

To refresh learners on the theoretical and practical skills required to undertake asbestos surveys within buildings and any other premises as defined by the Health and Safety Executive (HSE).

The *Health and Safety at Work etc. Act 1974* requires employers conduct their work so that employees are not exposed to H&S risks and to provide information to others which might affect their H&S. It also places duties on employers and self-employed people not in their employment, and general duties for anyone who has control of any workplace.

The *Management of Health and Safety at Work Regulations (MHSWR) 1999* requires employers to put in place arrangements to control health and safety risks including assessments of the risks to employees, contractors, customers, partners, and any other people who could be affected by workplace activities. It also requires the provision to employees with information about the risks in the workplace and how they are protected, and consulting with employees about their risks at work and current preventive and protective measures.

The *Construction Design and Management (CDM) Regulations 2015* requires construction works to be planned so the risks involved are managed from start to finish. CDM also requires the cooperation and coordination of the work with others and to have the right information about any risks that may be present.

The *Control of Asbestos Regulations 2012, Regulation 4* covers the duty to manage asbestos in non-domestic premises. It requires duty holders to identify the location and condition of asbestos in non-domestic premises and to manage the risk to prevent harm to anyone who works on the building or to building occupants.

The *Control of Asbestos Regulations 2012, Regulation 5* requires employers to identify the presence of asbestos and its type and condition before any building, maintenance, demolition, or other work, liable to disturb asbestos, begins. It also sets out the requirement to arrange a survey if existing information on the presence of asbestos in the premises is incomplete or appears unreliable.

Persons as defined under CAR 2012, Regulation 10, ACoP L143, Paragraph 238 will require information, instruction, and training to ensure they undertake their responsibilities to ensure compliance with CAR 2012.

To achieve a satisfactory outcome a learner must be able to:

- Be familiar with types, uses and likely occurrences of asbestos in buildings and other premises, where appropriate;
- Be familiar with the requirements as set out in CAR 2012 and HSG264 with regard to responsibilities;
- Understand the requirements for asbestos surveyors and the level of intrusion when undertaking specific asbestos surveys;
- Be familiar with the collation of an asbestos survey, how to present the information contained within the asbestos survey report and bulk sample analysis;
- Understand the risk assessment process of asbestos containing materials, including material assessments and priority assessments;
- Be able to prioritise and advise on remedial actions;
- Understand which work on ACMs is required to be carried out by a licensed asbestos contractor, which work is non-licensed and which activities are notifiable non-licensed work.

4. Occupational Relevance

Any persons who undertake asbestos surveying and sampling exercises to any premises or site to determine the presence of asbestos, as laid down in CAR 2012, Regulation 10, paragraphs 238. This would normally include, but not limited to building surveyors, analysts, consultants, asbestos surveyors, or any other persons wishing to gain the knowledge of undertaking asbestos surveys.

All learners sitting this course must have previously been trained to undertake asbestos surveying and sampling. The minimum qualifications to attend this training will need to be verified by the tutor and will include BOHS P402, RSPH Level 3 Award and holders of the Certificate of Competence (Asbestos) (CoCA) or CCP or equivalent course as defined by UKAS document RG8.

5. Duration

Minimum of 6 learning hours.

(This includes the time allocated for the final exam)

6. Learner Pre-requisite

BOHS P402 Surveying and Sampling Strategies for Asbestos in Buildings or RSPH Level 3 Award in Asbestos Surveying.

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, all UKATA tutors must meet the following criteria for delivering the UKATA Asbestos Surveying and Sampling Refresher training:

- Be an existing approved tutor for the delivery of Non-Licensable Training;
- Must be able to demonstrate a comprehensive practical working knowledge, within the asbestos industry, including its legislative requirements. The tutor must be, or have previously been, an asbestos surveyor, as laid out in HSG 264 covering both commercial and domestic surveys;
- A good understanding of HSE Guidance: HSG 264, HSG 227;
- Pass the UKATA Surveying and Sampling Asbestos 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)

10. Assessment

Attainment of the learning outcomes will be assessed by a multiple-choice exam consisting of at least 60 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 48 out of 60 (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 80 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.

It is recommended that renewal/refresher training is carried out annually.

Learners must provide evidence of their previous UKATA Asbestos Surveying and Sampling 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 six months 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 L143.
View	Asbestos: The survey guide (HSG264)
View	Asbestos: The Analysts' Guide (HSG248)
View	A comprehensive guide to managing asbestos in premises (HSG227)
View	The Construction (Design and Management) Regulations 2015 (CDM 2015)
View	UKAS RG8 - Accreditation of Bodies Surveying for Asbestos in Premises

16. Learning Outcomes

- ✓ Identify the types, uses, and likely occurrences of asbestos in buildings and other premises.
- ✓ Evaluate the health effects associated with asbestos exposure and apply dynamic risk assessment principles.
- ✓ Summarise relevant legislation, including the Control of Asbestos Regulations 2012 (CAR 2012), the Construction (Design and Management) Regulations 2015, and guidance from HSG264 and HSG248.
- ✓ Understand the principles and processes involved in asbestos management and asbestos surveying, including survey planning and execution.
- ✓ Analyse the components of an asbestos survey report, including the collation and presentation of bulk sample analysis results.
- ✓ Explain the requirements for sampling strategies within premises, including techniques for taking bulk samples safely and effectively.
- ✓ Differentiate between licensed, non-licensed, and notifiable non-licensed asbestos work, and identify appropriate work methods and risk controls for each.
- ✓ Prioritise and recommend remedial actions for managing asbestos-containing materials (ACMs) based on material risk and priority assessments.
- ✓ Demonstrate the correct use of PPE and RPE, including decontamination procedures, during asbestos surveying and sampling activities.
- ✓ Apply practical skills to complete material risk assessments, priority risk assessments, and bulk sampling tasks in compliance with legislative and safety requirements.

17. Required Course Content – Theory

The course content will be set by way of undertaking a training needs analysis (TNA) before the course commences and the findings of the TNA will dictate and determine specific modules that need to be covered.

The TNA development will be generated by the member and should include, but not limited to, the following subject matters to suitably assess the learners existing knowledge and skills when undertaking asbestos surveying and sampling.

The TNA developed should consist of 4 theory modules:

MODULES 1-4	DURATION: APPROXIMATELY 140 MINUTES
	Module 1: Asbestos types and uses, health effects, legislation including management regs and dynamic risk assessment.
	Module 2: Asbestos management and asbestos surveying inc. survey reporting.
	Module 3: Asbestos sampling within premises including sampling strategies.
	Module 4: Licensed works vs Non-Licensed works and providing recommendations where work is required.

18. Required Course Content - Practical

The course should also assess the learners' practical skills when undertaking surveying, sampling and use of PPE.

MODULE 5	DURATION: APPROXIMATELY 140 MINUTES	
	Practical Assessment	
	Surveyors need to be able to implement the knowledge and skills gained from undertaking training and there should be a certain element of practical assessment when undertaking a refresher course, in the form of practical tasks and written scenarios. UKATA require members to develop a series of practical assessments that learners undertaking refresher training should complete as part of their refresher training. Below is a guide of typical practical assessments that should be considered by the member when delivering this refresher training. The course should assess practical skills when undertaking surveying, sampling, and use of PPE: • Material risk assessment; • Priority risk assessment; • Remedial options and recommendations; • Undertaking bulk sampling; • Practical use of PPE and RPE including decontamination.	