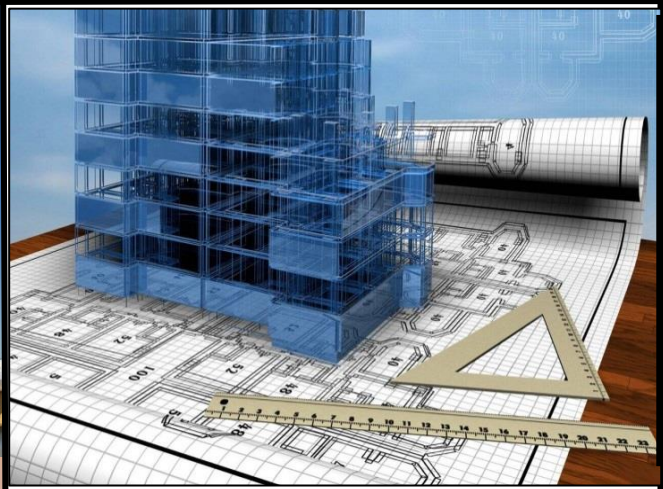


Strategic



**TWC
CONSULTING**

Balance®



- ✓ Project Management
- ✓ Employer's Agent
- ✓ BREEAM Assessments
- ✓ SAP, SBEM & EPCs
- ✓ Green Deal Assessments
- ✓ Thermal Modelling
- ✓ Dynamic Simulation

TWC Consulting (Property Services) Limited Asbestos Awareness Policy



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It is the responsibility of all surveyors to ensure all practicable measures have been taken in to account to prevent themselves and members of the public from being exposed to the harmful effects of asbestos fibres during their survey works. The surveyor is responsible for requesting information on the whereabouts of asbestos in premises prior to works commencing in particular if opening up works are required. The asbestos register for the premises needs to be referenced and available for at all times prior to works beginning.

2.0 Health Hazards

TWC Consulting acknowledges the health hazards arising from exposure to Asbestos and will protect employees and other persons potentially exposed as far as is reasonably practicable. This will be achieved by minimising exposure through the management of asbestos-containing materials in the workplace premises and within our survey sites. Everyone who needs to know about the presence of asbestos will be alerted. No one will be allowed to start work that could disturb asbestos unless the correct procedures are to be employed. This policy requires the full co-operation of management, staff and contractors at all levels. It is the responsibility and duty of the owner of the premises to have had an asbestos survey done and that the findings are kept on file (an asbestos register). The information of where asbestos is known to be present should be passed onto contractors before works commence and in turn the contractor passes on the information to his workforce.

3.0 Records & Asbestos Register

Where a register is unavailable or the information given is unclear, if asbestos containing material is thought to be on present, a survey of the premises should be undertaken by an approved asbestos company. Records of the survey are to be kept on site and its findings acted upon. Information on the whereabouts of asbestos on site should be passed onto all personnel who visit site. All persons should be encouraged to report any suspicious materials, these suspicions should be acted upon by Site Management. Where it is deemed necessary training will be organised.

If a survey has begun and subsequently a material thought to contain asbestos is found all works on or around the material will cease immediately. The area should be cordoned off and warning signs put in place. A sample of the material should be sent to an asbestos analysis company. No works are to re-start until the appropriate action has been taken from the findings. Only surveys and analysis will determine whether there is asbestos material on site or not.

Under no circumstances should assumptions be made that materials are safe. Under no circumstances should verbal assurances be accepted that materials are safe. Documentational proof should be sought at all times. Analysis will determine the type of asbestos (if any) present and the percentage of fibres it contains. Cement board and sheeting containing asbestos can be removed without a specialist asbestos licence and without 14-day notification to the HSE but a specialist asbestos removal company will be used at all times. Checks should be made with the Survey Company and or Analysis Company on how the asbestos should be removed and whether it is notifiable to the HSE. Advice on how to proceed can be obtained from the local HSE office or from the Asbestos Removal Contractors Association (arca) telephone 01283 531126, fax 01283 568228, website www.arca.org.uk, e-mail info@arca.org.uk.

4.0 Method Statements

Checks are to be made that the works have been reported to the HSE (if necessary) by the specialist contractor. A Site Specific Method Statement needs to be on site before works begin, stamp checked and initialled by all involved and regular checks are to be made by Site Management that the safe system of work detailed in the Method Statement is being followed. Air clearance certificates and copies of waste transfer notes which should detail where the asbestos has been taken to are to be kept on site.

An emergency contingency plan needs to be in place should asbestos be disturbed inadvertently. A Site Specific Method Statement will detail the plan, and include the clean-up procedure and individuals responsibilities. The asbestos log form A111 LOG should be completed, kept on site until the finish of the project.

Where an employee or other person is likely to have been exposed to asbestos fibres due to any work undertaken by the Practice they should be informed in writing and the HSE guidance should be followed.

Asbestos was used extensively in buildings up to the early 1980's; it may have been used in buildings up to as late as 1999. The material cannot be easily identified by appearance only and is often concealed by other materials or coatings. Asbestos-containing materials that are sealed and in good condition do not pose a significant risk to health. The risk to health arises when the asbestos-containing material is disturbed such that it gives off fibres that can be inhaled.



5.0 Types of Asbestos and Common Uses

'White' - Chrysotile

Cement sheets, boards, flues, guttering and pipes. Floor tiles. Gaskets. Soffitts. Window panels.

'Brown' – Amosite

Insulation board. Pipe lagging. Gaskets and rope seals. Spray coatings on steel frames.

'Blue' - Crocidolite

Pipe and wall lagging and insulation. Insulation board. Sprayed coatings on steel frames.

Asbestos can be found anywhere, never assume that a material does not contain asbestos products

IF IN DOUBT GET A SAMPLE ANALYSED

Company Director

Thomas Claffey BSc (Hons) MSc MRICS



On behalf of TWC Consulting (Property Services) Ltd

Dated: 01-09-2021