

Asbestos Management Plan



Asbestos Management Plan

2021-2022

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Authorised by:	Reviewed date: 10/12/2021

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DOCUMENT CONTROL

Version Details	Date	Responsible officer
Version 1.0		
Version 2.0		
Version 3.0		
Scheduled review date		
Actual review date		

Asbestos Management Plan

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1. Foreword

This plan has been developed to assist the Shire comply with legislative requirements in the management of asbestos containing materials (ACM) in Shire owned or controlled buildings and workplaces. The ultimate goal is for all Shire owned or controlled buildings and workplaces to be free of ACM. Accordingly, consideration should be given to the removal of ACM during renovation, refurbishment and/or maintenance processes in preference to other control measures such as encapsulation, enclosure or sealing.

Reasonable steps have been taken to identify all ACM within all Shire owned or controlled buildings or workplaces. In some instances inaccessible areas have not been subject to inspection, as detailed in the ACM register, and in these instances such areas must be presumed to contain ACM unless a competent person inspects and subsequently declares them as free of ACM.

The NOHSC Documents – National Code of Practice for the Safe Removal of Asbestos (2nd Edition) [NOHSC:2002(2005)] and National Code of Practice for the Management and Control of Asbestos in Workplaces [NOHSC:2018(2005)] are collectively referred to as “The National Codes of Practice” in this management plan.

This asbestos management plan must be reviewed whenever the register of ACM is reviewed. The review process should critically assess all asbestos management processes and their effectiveness in;

- Preventing exposure to airborne asbestos fibres
- Controlling maintenance workers and contractors
- Highlighting the need for action to remove or maintain ACM
- Raising awareness amongst all workers; and,
- Maintaining the accuracy of the ACM register

2. Legislative Duty

The Shire, as an employer, has a legislative duty to provide and maintain a working environment in which the employees of the employer are not exposed to hazards. This duty further extends to any other person who may be affected wholly or in part as a result of the work done or caused to be done by the Shire or the Shires employees. The legislative framework which must be complied with includes the provisions of:

- The Occupational Safety and Health Act 1984 (WA)
- The Occupational Safety and Health Regulations 1996 (WA) and, as invoked by the Regulations;
 - The Guidance Note on the Membrane Filter Method for Estimating Airborne Asbestos Fibres (2nd Edition) [NOHSC:3003 (2005)]
 - National Code of Practice for the Safe Removal of Asbestos(2nd Edition) [NOHSC:2002(2005)]
 - National Code of Practice for the Management and Control of Asbestos in Workplaces [NOHSC:2018(2005)]

3. Government Policy

The long-term aim is for all buildings occupied or controlled by government agencies to be free of ACM. Whilst working towards this goal, agencies also have an obligation to identify and manage ACM in their facilities in order to comply with legislative requirements.

ACM in sound condition, left undisturbed, presents negligible risk to employees, building occupants and the general community. Therefore removal of asbestos may not be immediately necessary but should take into consideration immediate health risks and be completed prior to demolition, partial demolition, renovation or refurbishment if these works are likely to disturb ACM.

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Remaining ACM should be regularly inspected and actions taken to minimise health risk, as far as is reasonably practical.

All work conducted on ACM must only be undertaken in accordance with legislative requirements and as detailed in:

- [National Code of Practice for the Safe Removal of Asbestos\(2nd Edition\) \[NOHSC:2002\(2005\)\]](#)
- [National Code of Practice for the Management and Control of Asbestos in Workplaces \[NOHSC:2018\(2005\)\]](#)

4. Shire Policy

Shire of Trayning is committed to ensuring a safe place of work for all persons who attend our workplaces which includes the elimination so far as reasonably practical the risk of exposure of Workers and Non-Workers to airborne asbestos fibres. This extends to also managing any adverse impact to the environment from the uncontrolled release of asbestos containing material.

In undertaking its project activities, Shire of Trayning will:

1. Comply with applicable Commonwealth, State/Territory Health and Safety legislation, Codes of Practice and Australian Standards relevant to the management and control of asbestos;
2. Provide the required regulatory notifications prior to asbestos removal and where an emergency, which includes an actual or potential exposure to airborne asbestos, has occurred;
3. Not allow the commencement of any work, at a site, without the management controls necessary to minimise the risk of exposure of asbestos being in place for buildings:
 - constructed prior to 31 December 2003; and
 - constructed after 1 January 2004, where asbestos is likely to be present;
4. Obtain and review the facilities Asbestos Register, and distribute copies to all contractors and other stakeholders before they attend the site;
5. Where the Asbestos Register is not available, out of date or inadequate for the scope of work, engage a competent person as defined in the compliance code, to inspect locations affected by our scope of work and provide an Asbestos Assessment Report;
6. Include, where there is a known asbestos risk, the defined asbestos management protocols within the site specific Assessment Report;
7. Where there is a defined asbestos risk, ensure site specific asbestos management details are included in the safe systems of work provided by all subcontractors;
8. Ensure that all workers engaged to remove asbestos containing material are trained and possess the relevant regulatory approved licence;
9. When transporting and disposing of asbestos waste, comply with regulatory requirements;
10. Include in the Site Specific Induction the nominated asbestos management procedures;
11. Ensure workers are informed of and have available approved health monitoring where work with or near asbestos containing material is carried out;
12. Respond effectively to any incident involving, actual or potential, uncontrolled exposure to asbestos containing material;
13. When asbestos has been removed (>10m²), engage a licenced Asbestos Assessor to perform a clearance inspection and to provide a Clearance Certificate; and
14. Upon completion of each project, the Shire of Trayning will provide all asbestos-related information gathered to relevant stakeholders, such as our client and the facility Manager.

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5. Responsibilities

5.1. Shire Executive Officers

Shire executive officers have the ultimate responsibility for ensuring that all works involving or potentially involving any disturbance or removal of ACM are conducted in accordance with all applicable legislative requirements, including the National Codes of Practice;

- [National Code of Practice for the Safe Removal of Asbestos\(2nd Edition\) \[NOHSC:2002\(2005\)\]](#)
- [National Code of Practice for the Management and Control of Asbestos in Workplaces \[NOHSC:2018\(2005\)\]](#)

The Shire executive shall ensure that the register of ACM and associated Asbestos Management Plan is maintained, reviewed and updated at the determined intervals. A member of the Shire executive shall ensure that the register of ACM is reviewed in order to identify any ACM or presumed ACM to the persons intending to perform works, prior to the commencement of any works in any Shire owned or controlled building or workplace.

The Shire executive shall ensure that works involving ACM are undertaken by competent persons, using formal documented safe systems of work including suitably authorised Safe Work Method Statements and Permits to Work. Any such work shall be subject to adequate supervision to ensure compliance with legislative requirements, including as detailed in the National Codes of Practice relating to ACM, (above). A member of the Shire executive is responsible for the authorisation of documented Safe Work Method Statements, Permits to Work associated with ACM works, and the provision of sufficient supervision to ensure works are conducted strictly in accordance with requirements.

A member of the Shire executive, or their nominated representative, shall ensure that competencies and licences of persons involved in works removing or disturbing ACM are verified and recorded. This obligation extends to verifying and ensuring that only suitable equipment (such as vacuum cleaners compliant with AS 3544 (1988) "Industrial Vacuum Cleaners for Particulates Hazardous for Health" and AS 4260 – 1997 "High Efficiency Particulate Air Filters – Classification, Construction and Performance") is used in the performance of ACM works.

5.2. Shire Employees and Contractors

All Shire employees and contractors have a responsibility to comply with legislative provisions, the National Codes of Practice and Shire imposed safe systems of work. The employee or contractor shall consult with a member of the Shire executive prior to the commencement of any works on Shire owned or controlled buildings in order that the asbestos register may be reviewed, ACM locations identified, and a safe system of work determined to complete the proposed works.

All works involving the disturbance or removal of ACM must be strictly by suitably trained or licensed persons, as the situation may require, in accordance with a suitably documented and authorized Safe Work Method Statement and Permit to Work.

6. Identification of Asbestos Hazards

Surveys of Shire buildings have been conducted by LGIS during November 2021. The surveys include a risk assessment and recommendation for future control measures. Results of surveys are recorded in the Shire asbestos register, maintained by Chris Gilmour, LGIS Regional Risk Coordinator and held at the Shire administration building.

Buildings assessed during previous surveys and which were found not to contain asbestos have not been reassessed during September 2021.

7. Risk Assessment

The risk assessment process utilised is based upon that described within the UK HSE Asbestos Survey Guide HSG264. This process considers various parameters associated with likelihood of fibre release and

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resultant potential for exposure with each instance of ACM. Each parameter has a numerical score assigned to it, the sum of these which then determines the overall risk score assigned for each instance. The individual elements for each parameter score are rated between 0 to 3, with the following criteria:

- 0 – No ACM present
- 1 – Low potential for fibre release
- 2 – Medium potential for fibre release
- 3 – High potential for fibre release

The sum of ACM instance assessment scores are then ranked to provide a risk score as follows:

- Low <= 6
- Moderate 7 – 10 (risk score in excess of 10 are more likely to release fibres)
- High 11 – 16
- Extreme >= 17

8. ACM Risk Control Measures

The recommended control measures that have been considered and approved by Shire management are as follows:

Category 1

Risk Ranking “EXTREME”. Immediate isolation until remedial action completed. Immediate removal of asbestos containing material.

Category 2

Risk Ranking “HIGH”. Remove source of disturbance; or isolate asbestos containing material

Category 3

Risk Ranking “MODERATE”. Remove before possible disturbance, such as demolition, partial demolition, renovation or refurbishment to ensure potential health risks do not arise. Monitor risk until remedial action is completed

Category 4

Risk Ranking “LOW”. Monitor and manage in accordance with the review of risk assessments.

8.1. Category 1 (EXTREME) Risk Ranking items

Category 1 items identified in the future, through register review, prior oversight or damage, are to be reported and immediately rectified through application of the risk categorisation process. Any friable, unstable ACM must be treated as a category 1 risk.

Address	Location	ACM Risk Level	Control Measure

8.2. Category 2 (HIGH) Risk Ranking items

Category 2 risks are characterised by an elevated risk due to likely disturbance or exposure and the control measure is designed to reduce or eliminate the possibility of disturbance. The following items were identified as Category 2 risks.

Address	Location	ACM Risk Level	Control Measure
Trayning Hall Lot 1 Railway Street Trayning	Western front fence	High Risk	Consider safe removal & replace with non ACM, Consider sealing the ACM appropriately, Monitor and Review the ACM's condition

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8.3. Category 3 (MODERATE) Risk Ranking items

Category 3 items are programmed for removal prior to a time of likely disturbance for another purpose, such as renovation. Management decision is necessary as to when this should be done.

Address	Location	ACM Risk Level	Control Measure
Kununoppin Community Centre Lot 146 Hughes St Kununoppin	Kitchen Walls	Moderate	Consider sealing the ACM appropriately, Monitor and Review the ACM's condition
	Front of pavilion internal wall	Moderate	Monitor and review the ACM's condition
Trayning Pavillion Lot 186 Sutherland St Trayning	Northern internal wall	Moderate	Monitor and review the ACM's condition
	Rear internal wall	Moderate	Monitor and review the ACM's condition
	Internal wall near kitchen	Moderate	Monitor and review the ACM's condition
	Pavilion ceiling	Moderate	Monitor and review the ACM's condition
	Rear kitchen wall	Moderate	Monitor and review the ACM's condition
	Southern internal kitchen wall	Moderate	Monitor and review the ACM's condition
	Front internal kitchen wall	Moderate	Monitor and review the ACM's condition
	Servery internal wall	Moderate	Monitor and review the ACM's condition
	Original pavilion front wall	Moderate	Monitor and review the ACM's condition
	Eastern internal wall kitchen	Moderate	Monitor and review the ACM's condition
Trayning Hall Lot 1 Railway St Trayning	Rear internal wall kitchen	Moderate	Monitor and review the ACM's condition
	Western internal wall kitchen	Moderate	Monitor and review the ACM's condition
	Front internal wall kitchen	Moderate	Monitor and review the ACM's condition
	Floor tiles in female powder room	Moderate	Monitor and review the ACM's condition
	Main switchboard box lining	Moderate	Consider safe removal & replace with non ACM, Consider sealing the ACM appropriately, Monitor and Review the ACM's condition
	Kitchen wall adjoining stage	Moderate	Consider sealing the ACM appropriately, Monitor and Review the ACM's condition
	Stage switchboard box lining	Moderate	Consider safe removal & replace with non ACM, Consider sealing the ACM appropriately, Monitor and Review the ACM's condition
	Lot 139 Twine St Trayning Unit B	Southern exterior wall	Moderate
Lot 139 Twine St Trayning Unit B	Northern exterior wall	Moderate	Monitor and review the ACM's condition
	Rear exterior wall	Moderate	Monitor and review the ACM's condition
	Front eaves	Moderate	Monitor and review the ACM's condition

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Yelbeni Golf Club	Kitchen servery	Moderate	Consider safe removal & replace with non ACM, Consider sealing the ACM appropriately, Monitor and Review the ACM's condition
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8.4. Category 4 (LOW) Risk Ranking items

These items are determined as low risk due to good condition with a low probability of disturbance and need only future management and monitoring. Generally they are well bonded, for example in a cement matrix, stable and relatively inaccessible. Identified Category 4 risk ranked items are as follows:

Address	Location	ACM Risk Level	Control Measure
Kununoppin Town Hall 3 Wilson Street Kununoppin	Front exterior wall	Low	Consider sealing the ACM appropriately, Monitor and Review the ACM's condition
	Hall entry portico ceiling	Low	Monitor and review the ACM's condition
	Front gable	Low	Monitor and review the ACM's condition
	Meter box board	Low	Monitor and review the ACM's condition
	Lining of Meter box	Low	Consider safe removal & replace with non ACM, Consider sealing the ACM appropriately, Monitor and Review the ACM's condition
	Southern internal wall lesser hall	Low	Monitor and review the ACM's condition
	Western internal wall lesser hall	Low	Monitor and review the ACM's condition
	Northern internal wall lesser hall	Low	Monitor and review the ACM's condition
	Eastern internal wall lesser hall	Low	Monitor and review the ACM's condition
	Southern internal wall kitchen	Low	Monitor and review the ACM's condition
	Western internal wall kitchen	Low	Monitor and review the ACM's condition
	Northern internal wall kitchen	Low	Monitor and review the ACM's condition
	Eastern internal wall kitchen	Low	Monitor and review the ACM's condition
	Eastern internal wall kitchen	Low	Monitor and review the ACM's condition
Under sink damper	Low	Monitor and review the ACM's condition	
Kununoppin Community Centre Lot 146 Hughes Street Kununoppin	2 x Chimney Flues on main building	Low	Consider safe removal & replace with non ACM, Consider sealing the ACM appropriately, Monitor and Review the ACM's condition
	Kitchen ceiling	Low	Monitor and review the ACM's condition
	Upper section of small classroom walls	Low	Monitor and review the ACM's condition
	Upper section of large classroom walls	Low	Monitor and review the ACM's condition
	Meter board	Low	Monitor and review the ACM's condition
Trayning Pavilion Lot 186 Sutherland Street Trayning	Northern exterior wall	Low	Monitor and review the ACM's condition

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	Rear of Pavilion	Low	Monitor and review the ACM's condition
	Southern exterior wall	Low	Monitor and Review the ACM's condition
	Front exterior wall of pavilion	Low	Monitor and review the ACM's condition
	Kitchen ceiling	Low	Monitor and review the ACM's condition
	Switch board	Low	Monitor and review the ACM's condition
	Under sink damper	Low	Monitor and review the ACM's condition
Kununoppin Recreation Pavilion Lot 126 Nungarin-Wyalkatchem Road, Kununoppin	Western gable	Low	Consider sealing the ACM appropriately, Monitor and Review the ACM's condition
	Eastern gable	Low	Consider sealing the ACM appropriately, Monitor and Review the ACM's condition
	Kitchen ceiling	Low	Monitor and review the ACM's condition
	Under sink damper	Low	Monitor and review the ACM's condition
KTY Play Group Lot 132 Cnr of Twine & Glass Streets Trayning	Northern exterior wall	Low	Monitor and review the ACM's condition
	Rear exterior wall	Low	Monitor and review the ACM's condition
	Front exterior wall	Low	Consider safe removal & replace with non ACM, Consider sealing the ACM appropriately, Monitor and Review the ACM's condition
	Southern exterior wall	Low	Monitor and review the ACM's condition
	Front toilet walls	Low	Monitor and review the ACM's condition
	Rear toilet exterior walls	Low	Monitor and review the ACM's condition
	Meter board	Low	Monitor and review the ACM's condition
Trayning Hall Lot 1 Railway Street Trayning	Front entrance ceiling	Low	Monitor and review the ACM's condition
	Front box gutter	Low	Monitor and review the ACM's condition
	Front foyer entrance	Low	Consider safe removal & replace with non ACM, Consider sealing the ACM appropriately, Monitor and Review the ACM's condition
	Floor tiles in ticketing office	Low	Consider safe removal & replace with non ACM, Monitor and Review the ACM's condition
	Floor tiles in switchboard access	Low	Monitor and review the ACM's condition
	Main switchboard	Low	Monitor and review the ACM's condition
	Floor tiles in hall entry	Low	Monitor and review the ACM's condition
	Stage switchboard	Low	Monitor and review the ACM's condition
	Under sink damper	Low	Monitor and review the ACM's condition
	Rear internal kitchen wall	Low	Monitor and review the ACM's condition
	Eastern interior wall kitchen wall	Low	Monitor and review the ACM's condition
	Western internal kitchen wall	Low	Consider safe removal & replace with non ACM, Consider sealing the ACM appropriately, Monitor and Review the

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			ACM's condition
	Rear hall exterior wall	Low	Consider sealing the ACM appropriately, Monitor and Review the ACM's condition
	Southern exterior hall wall	Low	Consider sealing the ACM appropriately, Monitor and Review the ACM's condition
Lot 139 Twine Street Trayning Unit A	Front exterior wall	Low	Monitor and review the ACM's condition
	Front eaves	Low	Monitor and review the ACM's condition
	Southern exterior wall	Low	Monitor and review the ACM's condition
	Southern eaves	Low	Monitor and review the ACM's condition
	Northern exterior wall	Low	Monitor and review the ACM's condition
	Northern eaves	Low	Monitor and review the ACM's condition
	Rear exterior wall	Low	Monitor and review the ACM's condition
	Rear eaves	Low	Monitor and review the ACM's condition
	Meter board	Low	Monitor and review the ACM's condition
Lot 139 Twine Street Trayning Unit B	Front exterior wall	Low	Monitor and review the ACM's condition
	Front eaves	Low	Monitor and review the ACM's condition
	Meter board	Low	Monitor and review the ACM's condition
Lot 144 Adams Street Trayning	Southern boundary fence	Low	Monitor and review the ACM's condition
	Rear boundary fence	Low	Monitor and review the ACM's condition
Yelini Golf Club	RCD board	Low	Consider safe removal & replace with non ACM, Monitor and Review the ACM's condition
	Fuse board	Low	Consider safe removal & replace with non ACM, Monitor and Review the ACM's condition

9. Monitoring and Management

All identified ACM locations shall be monitored and managed according dependant on the current or revised risk assessment and subsequent risk category assigned to the occurrence/ location of ACM. A formal review of all ACM locations and update of the ACM register maintained by the Shire is required to be conducted in November 2022 or earlier where a risk assessment indicates the need for reassessment or the ACM has been disturbed or removed.

The National Strategic Plan 2019–2023 (NSP 2019–2023) is a continuation of the 2014–18 National Strategic Plan for Asbestos Management and Awareness, where all governments worked together researching, increasing awareness and developing and disseminating practical information about asbestos.

The aim of the NSP 2019-2023 is to eliminate asbestos-related diseases in Australia by preventing exposure to asbestos fibres. To do this, we need to deal effectively identify, register, assess and plan for removal of asbestos in our workplaces and the environment.

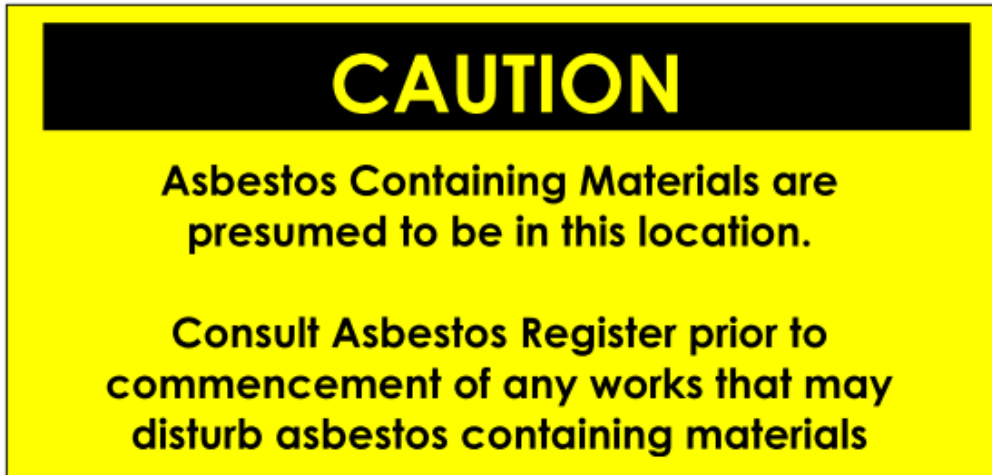
The Shire of Trayning's Asbestos management Plan should be read in conjunction of the National Strategic Plan 2019–2023.

[ASEA NSP2 ebrochure\(Nov19\) \(asbestossafety.gov.au\)](https://www.asbestossafety.gov.au/asea_nsp2_ebrochure(Nov19))

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10. Labelling and Signage

All asbestos shall be indicated by labelling and signage to clearly show persons accessing the facility that ACM may be present and which elements of the facility may contain ACM.



11. Access

Works access for identified ACM locations must be strictly after consultation of site ACM register and formal approval by Shire Executive Officer. All works must be undertaken strictly in accordance with legislative requirements and the associated National Codes of Practice related to ACM. (Refer to Section 14 - "Safe Work Methods" in this plan).

Where works are undertaken that may disturb ACM then the works area must be isolated and access restricted to essential workers only. Barricading and signage warning of the nature of the work being undertaken and site access restrictions should be employed. All barriers and warning signs must remain in place until a clearance to re-occupy has been granted by a competent person.

Areas within buildings that were unable to be inspected for the presence of ACM, such as ceiling spaces and wall cavities as indicated in the ACM Register, must be presumed to contain ACM unless formally inspected and identified as not containing ACM.

12. Work Permits

All works on sites identified as containing ACM must be in accordance with the issuance of a work permit issued by the designated Shire Officer. Issued work permits will be recorded in the ACM Works Permit Logbook. All persons proposed to conduct works on sites identified in the ACM register, must have been provided with training in safe work methods and have the location of any ACM, actual or presumed, formally identified to them. This information must be recorded on the work permit and work permit log book entry.

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13. Recording Work on ACM

Work done on ACM that materially changes a register entry is to be recorded in the asbestos register by Chris Gilmour, LGIS Regional Risk Coordinator when information is provided by the shire and will include details of:

- The company/ person(s) conducting the work
- The date of the work
- The scope of the work done
- Monitoring undertaken and results of tests
- Any clearance certificates
- Details of licenses required to be held and confirmation that these are held

14. Maintenance of Asbestos Register

The asbestos register is to be maintained, reviewed and the locations of actual or presumed ACM identified to employees or contractors on every occasion that work may be done which could possibly disturb ACM. Reasonable requests by staff members for inspection of the asbestos register will be granted.

15. Onsite Asbestos Register

The shire has chosen to implement red folders containing specific ACM information will be located within the properties meter box. Where this is not possible they will be placed in a prominent position.

The information contained in the folders will be:-

- A site specific asbestos register with locations of actual or presumed ACM
- Onsite Property Attendance Register which contractors attending the site to carry out works must sign
- A copy of the last ACM Inspection Report
- Shire of Bruce Rock Asbestos Management Plan

16. Safe Work Methods

All works that involve disturbance or removal of any ACM must be strictly undertaken in accordance with all legislative and regulatory requirements.

All works involving removal or disturbance of ACM must be performed in accordance with a Shire authorised Safe Work Method Statement and associated Permit to Work. All persons involved in the works must be suitably trained, including licensing where the scope of works require, and adequately supervised by a responsible Shire officer.

16.1. Equipment and techniques

Only suitable equipment and techniques shall be used in the performance of any works involving disturbance or removal of ACM. Details of considerations to be taken into account when determining suitable equipment and techniques to be employed for ACM work are detailed in the National Codes of Practice. The appendixes in these Codes contain some specific examples of safe working methods including:

- Drilling of ACM

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- Sealing, painting, coating and cleaning of ACM products
- Cleaning leaf litter from the gutters of ACM roofs
- Replacing cabling in asbestos cement conduits or boxes
- Working on electrical mounting boards (switchboards) containing asbestos

***NOTE:** Household vacuum cleaners must never be used where asbestos is or may be present, even if they have a HEPA filter.

***NOTE:** High speed abrasive power and pneumatic tools such as angle grinders, sanders, saws and high speed drills must never be used.

The type of decontamination required will depend on the type of asbestos (friable or non-friable) and the work method employed. Details of decontamination considerations which must be taken into account are contained in the National Code(s) of Practice. All contaminated materials must be disposed of as asbestos waste in accordance with legislative requirements and as described in the National Codes of Practice.

17. Consultation, Information Sharing and Training

Advice regarding ACM is to be included in Shire induction training procedures and follow up briefings are to be conducted after each review of the ACM register, after any material change in the ACM register, or each two years after initial survey. Induction training in regards to ACM must encompass;

- The use and location of the ACM register
- The Asbestos Management Plan
- The legislative requirements
- The National Codes of Practice [NOHSC:2002 and 2018(2005)]
- The occupational safety and health consequences of exposure to asbestos and appropriate control measures
- Licensing and competency requirements
- Safe Work Methods when dealing with ACM

Induction briefings for employees or contractors who may work within, or on, the building(s) containing ACM are to be conducted prior to the commencement of any works.

All provision of training, including participants, training content and results shall be recorded and maintained in the Shire training register.

Updates, where a change to the Asbestos Management Plan, ACM Register, or extensive work to buildings is planned, are to be delivered by:

- Shire employee newsletter
- Notice placed on safety notice boards
- Toolbox safety and health meetings
- Employee training sessions

18. Shire Operational Considerations

As the definition of a 'workplace' includes any location where employees are likely to be in the course of their work, this plan also needs to consider and account for any work undertaken outside of the standard scope of works.

All Shire operations should be reviewed, listed in 19.1 Appendix A of this plan, and particular precautions and control measures identified for each operation.

Aspects to be considered could include the potential for previously unidentified ACM to be discovered, such as asbestos cement water pipes, work on brake or clutch friction components containing ACM, or during external sub-contracted works that the Shire may engage in. The National Code of Practice for the Management and Control of Asbestos in Workplaces [NOHSC:2018(2005)] contains a useful listing of examples of asbestos containing materials in Appendix A of that document. Although not an exhaustive

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20.2. Attachment B - Health aspects of Exposure to Airborne asbestos Fibres

Extract from Code of Practice for the Management and Control of Asbestos in Workplaces [NOHSC:2018(2005)] Part 6

Asbestos is a known carcinogen. The inhalation of asbestos fibres is known to cause mesothelioma, lung cancer and asbestosis.

Malignant mesothelioma is a cancer of the outer covering of the lung (the pleura) or the abdominal cavity (the peritoneum). It is usually fatal.

Mesothelioma is caused by the inhalation of needle-like asbestos fibres deep into the lungs where they can damage mesothelial cells, potentially resulting in cancer.

The latency period is generally between 35 and 40 years, but it may be longer, and the disease is very difficult to detect prior to the onset of illness.

Mesothelioma was once rare, but its incidence is increasing throughout the industrial world as a result of past exposures to asbestos. Australia has the highest incidence rate in the world. Lung cancer has been shown to be caused by all types of asbestos. The average latency period of the disease, from the first exposure to asbestos, ranges from 20 to 30 years. Lung cancer symptoms are rarely felt until the disease has developed to an advanced stage.

Asbestosis is a form of lung disease (pneumoconiosis) directly caused by inhaling asbestos fibres, causing a scarring (fibrosis) of the lung tissue which decreases the ability of the lungs to transfer oxygen to the blood. The latency period of asbestosis is generally between 15 and 25 years.

Asbestos poses a risk to health by inhalation whenever asbestos fibres become airborne and people are exposed to these fibres.

Accordingly, exposure should be prevented. The National Exposure Standard (NES) of 0.1 fibres/mL should never be exceeded, and control measures should be reassessed whenever air monitoring indicates the 'control level' of 0.01 fibres/mL has been reached. The National Code of Practice for the Safe Removal of Asbestos [NOHSC:2002(2005)] provides additional information on control levels.

ACM can release asbestos fibres into the air whenever they are disturbed, and especially during the following activities:

- Any direct action on ACM, such as drilling, boring, cutting, filing, brushing, grinding, sanding,
- Breaking, smashing or blowing, with compressed air (State and Territory legislation prohibits most of these actions, and the relevant laws should be checked before performing any activity on ACM);
- The inspection or removal of ACM from workplaces (including vehicles, plant and equipment);
- The maintenance or servicing of materials from vehicles, plant, equipment or workplaces; or the renovation or demolition of buildings containing ACM.

Non-friable ACM that has been subjected to extensive weathering or deterioration also has a higher potential to release asbestos fibres into the air.

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20.3. Attachment C – Awareness Training for Employees, Contractors and Others

Extract from Code of Practice for the Management and Control of Asbestos in Workplaces [NOHSC:2018(2005)] Part 7.2

Information and training must be provided to workers, contractors and others who may come into contact with ACM in a workplace, either directly or indirectly. Depending on the circumstances this asbestos awareness training may include:

- The purpose of the training;
- The health risks of asbestos;
- The types, uses and likely occurrence of ACM in buildings, plant and/or equipment in the workplace;
- The trainees' roles and responsibilities under the workplace's asbestos management plan;
- Where the workplace's register of ACM is located and how it can be accessed;
- The timetable for removal of ACM from the workplace;
- The processes and procedures to be followed to prevent exposure, including exposure from any accidental release of asbestos dust into the workplace;
- Where applicable, the correct use of maintenance and control measures, protective equipment and work methods to minimise the risks from asbestos, limit the exposure of workers and limit the spread of asbestos fibres outside any asbestos work area;
- The NES and control levels for asbestos; and
- The purpose of any air monitoring or health surveillance that may occur.

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21. References

- Occupational Safety and Health Act 1984 (WA)
- Occupational Safety and Health Regulations 196 (WA)
- The Guidance Note on the Membrane Filter Method for Estimating Airborne Asbestos Fibres (2nd Edition) [NOHSC:3003 (2005)]
- National Code of Practice for the Safe Removal of Asbestos(2nd Edition) [NOHSC:2002(2005)]
- National Code of Practice for the Management and Control of Asbestos in Workplaces [NOHSC:2018(2005)]

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