

Asbestos Management Plan

Appendix to Construction Phase Plan (Health and Safety)

Contract Name Yapton Road, Barnham

Contract Number 502004

1. Asbestos Management Team

Role	Organisation	Contact Details	Training Details
Asbestos Coordinator (Responsible Person)	Wates	Name Mick Hopper Tel 07850 946445	Course Asbestos Awareness Refresher Date 09/07/2018
Asbestos Consultant	xxx	Name Enter Name Tel 01293 220935	
Asbestos Surveyor	xxx	Name Enter Name Tel Enter Number	
Asbestos Analyst	xxx	Name Enter Name Tel Enter Number	
Licensed Asbestos Removal	xxx	Name Enter Name Tel Enter Number	

2. Scope of Works and Asbestos Surveys

The provision of accurate asbestos survey data is critical to the safe planning and operation of a project. Surveys shall only be conducted by Asbestos Surveyors qualified as defined in WPS-PrS-20 Asbestos (Pre-start Phase) and undertaken to the standard detailed by HSE guidance.

All available survey data must be assessed by the Asbestos Coordinator prior to commencement of construction works and be appropriate for the project Scope of Works. Relevant information must be provided to production managers and site workers.

The following information is to be completed by the Asbestos Coordinator.

Scope of Works

Demolition of existing cottages and development of up to 95 new homes including all drainage, external works, access arrangements and ancillary works.

Scope of Asbestos Surveys Undertaken

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No surveys undertaken by Wates. Survey information received from West Sussex County Council.

Reason for the Type of Survey Commissioned (e.g. Why was a management survey selected in preference to a refurbishment/demolition survey?)

n/a

Location of Survey Data (How and where is it stored? e.g. Hard copy or Electronic)

Project shared information channel, 4Projects

Who Commissioned the Survey(s)?

Name Enter name

Role

Enter role title.

Who Carried Out the Survey(s)?

Name xxx

Qualification

Enter qualification.

Date(s) Survey(s) Carried Out

xxxxxx to xxxxx

Type or select date to Type or select date

Type or select date to Type or select date

Type or select date to Type or select date

Who Assessed the Survey(s) for Accuracy and Completeness?

Name Enter name

Date

Type or select date

Role Enter role title.

Additional Information (E.g. Are additional surveys required? Previous asbestos removal activities)

Tweedie Evans Consulting (Sophie Thomas and Alexandra Flint) carried out a Preliminary Geoenvironmental and Geotechnical Assessment in April 2018. Within the report, item 2.2.7 Asbestos Containing Materials – “There was no evidence of potentially asbestos containing materials on site during the walkover.”

Also within the same report, under section 8 Contamination Characterisation, item 8.3.9 – “An asbestos screen was undertaken on all samples of the made ground, no asbestos was detected.”

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3. Asbestos Management Strategy

Once asbestos surveys have been carried out record the findings and the management strategy for the asbestos i.e., removal, repair, encapsulation, label and leave.

Where the asbestos is to be removed work should be carried out by a licenced asbestos removals contractor as defined in WPS-Del-12 Asbestos Removal and waste managed according to WPS-Del-20 Management of Waste.

Location	Material	Quantity	Management Strategy
Enter location	E.g. asbestos-reinforced composites (plastics, resins, mastics, roofing felts, vinyl floor tiles, semi-rigid paints or decorative finishes etc.) and asbestos cement	Enter quantity	Repair, encapsulate, remove, label and leave
Enter location	E.g. asbestos insulating board (AIB), millboards, other low density insulation boards, asbestos textiles, gaskets, ropes and woven textiles, asbestos paper and felt	Enter quantity	Repair, encapsulate, remove, label and leave
Enter location	E.g. thermal insulation (pipe and boiler lagging), sprayed asbestos, loose asbestos, asbestos mattresses and packing)	Enter quantity	Repair, encapsulate, remove, label and leave
Enter location	Enter material	Enter quantity	Repair, encapsulate, remove, label and leave
Enter location	Enter material	Enter quantity	Repair, encapsulate, remove, label and leave
Enter location	Enter material	Enter quantity	Repair, encapsulate, remove, label and leave

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Enter location	Enter material	Enter quantity	Repair, encapsulate, remove, label and leave
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4. Emergency Plan

Wates Professional Standard WPS-Ctl-02 Asbestos – Emergency Procedure describes the steps that must be taken in the event that Asbestos Contaminated Material is inadvertently disturbed or damaged.

The Asbestos Coordinator shall record here any additional site-specific arrangements with regard to an asbestos emergency. This must also be included in the site specific induction.

Site Specific Asbestos Emergency Arrangements

Immediately stop works and report to Wates management. Wates management to close off the area and revert to WPS-Ctl-02 Asbestos – Emergency Procedure protocol.

5. Records

The Asbestos Coordinator is responsible for documenting the location of the following records.

Record	Location	Person Responsible
Existing Asbestos Management Plan	Enter document location	Enter name
Asbestos Surveys	Input once received from client. (Hardcopy on site and on 4Projects)	Mick Hopper via document controller
Records of Documentation - Licensed Asbestos Removal Contractors	Enter document location	Enter name
Records of Documentation – Consultants, Analysts, etc.	Enter document location	Enter name
Site Safety Induction – Asbestos related content	Enter document location	Enter name
Checklists Licensed Asbestos Removal Work	Enter document location	Enter name
Asbestos Training Records	Enter document location	Enter name

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Minutes/Notes of planned reviews	Enter document location	Enter name
Site Clearance Certificates for reoccupation	Enter document location	Enter name

6. Appointments

a. Consultants, Analysts and Surveyors

The following documentation must be provided to the Asbestos Coordinator by the Consultant, Analyst or Surveyor before the commencement of asbestos removal works.

Documentation			Provided		Issue Date	Expiry Date
	Role	Name	Yes	No		
UKAS Accreditation Certificate	Consultant	Enter name	☐	☐	Type or select date	Type or select date
	Analyst	Enter name	☐	☐	Type or select date	Type or select date
	Surveyor	Enter name	☐	☐	Type or select date	Type or select date
Health and Safety Policy	Consultant	Enter name	☐	☐	Type or select date	Type or select date
	Analyst	Enter name	☐	☐	Type or select date	Type or select date
	Surveyor	Enter name	☐	☐	Type or select date	Type or select date
Certificates of Insurance	Consultant	Enter name	☐	☐	Type or select date	Type or select date
	Analyst	Enter name	☐	☐	Type or select date	Type or select date
	Surveyor	Enter name	☐	☐	Type or select date	Type or select date
Risk Assessments and CoSHH Assessments	Consultant	Enter name	☐	☐	Type or select date	Type or select date
	Analyst	Enter name	☐	☐	Type or select date	Type or select date
	Surveyor	Enter name	☐	☐	Type or select date	Type or select date

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Documentation			Provided		Issue Date	Expiry Date
Role	Name		Yes	No		
Fit for Work Medical Checks (dated within last two years)	Consultant	Enter name	☐	☐	Type or select date	Type or select date
	Analyst	Enter name	☐	☐	Type or select date	Type or select date
	Surveyor	Enter name	☐	☐	Type or select date	Type or select date
Respiratory Protection Equipment (RPE) inspection records (when required)	Consultant	Enter name	☐	☐	Type or select date	Type or select date
	Analyst	Enter name	☐	☐	Type or select date	Type or select date
	Surveyor	Enter name	☐	☐	Type or select date	Type or select date

b. Licensed Asbestos Removal Contractor

The following documentation must be provided to the Asbestos Coordinator by each Licensed Asbestos Removal Coordinator (LARC) before the commencement of asbestos removal works. (Complete a separate record for each LARC)

Name of Asbestos Removal Contractor		Enter name			
Documentation	Provided		Issue Date	Expiry Date	
	Yes	No			
For the contract:					
Current asbestos licence	☐	☐	Type or select date	Type or select date	
POW (method statement), including details of any modifications that have been made and notified to the enforcing authority	☐	☐	Type or select date	Type or select date	
Enforcing authority notification and waiver (where granted). Risk assessments	☐	☐	Type or select date	Type or select date	
Employer's liability compulsory insurance certificate	☐	☐	Type or select date	Type or select date	
Waste carriers license	☐	☐	Type or select date	Type or select date	
A copy of the company's current standard procedures	☐	☐	Type or select date	Type or select date	
Site log	☐	☐	Type or select date	Type or select date	

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For the equipment:				
Test certificates for NPUs and any other plant in use (as appropriate)	☐	☐	Type or select date	Type or select date
A clearance certificate for the DCU	☐	☐	Type or select date	Type or select date
Inspection reports for RPE, thorough examination and test plant etc.	☐	☐	Type or select date	Type or select date
Daily records of checks on enclosure, DCU and air extraction	☐	☐	Type or select date	Type or select date
Smoke test certificate	☐	☐	Type or select date	Type or select date
For your employees:				
Medical certificates for all personnel working with asbestos	☐	☐	Type or select date	Type or select date
RPE face-fit records for all personnel working with asbestos	☐	☐	Type or select date	Type or select date
Where several pieces of RPE are in use, face-fit records should be on site for all types	☐	☐	Type or select date	Type or select date
Training records for all personnel working with asbestos	☐	☐	Type or select date	Type or select date
Personal monitoring results (if performed)	☐	☐	Type or select date	Type or select date

7. Reviews

The Asbestos Coordinator shall formally review this Asbestos Management Plan during the time that Asbestos risk is present on site at least monthly and whenever a project change takes place (e.g. change in personnel or their responsibilities, a change to the works being undertaken or following an incident)

Following each review the Construction Phase Plan Revision Log (PrS-002) must be updated to record the resultant changes or a note of the review.