

Asbestos and Synthetic Mineral Fibres Standard

AGL-HSE-STD-007.10.2

This standard applies to all AGL controlled operations (this includes both AGL controlled sites and non-AGL controlled sites) and the employees and contractors involved in construction or demolition activities with potential exposure to Asbestos and/or Synthetic Mineral Fibres (SMF).

The reference numbers given to minimum controls provide a direct linkage between this standard and the Risk and Control Matrix. The Asbestos and Synthetic Mineral Fibres Methodology AGL-HSE-SDM-007.10.2 provides further explanation of how to achieve the minimum controls.

RCM Ref	Minimum Controls
Identifying and Assessing Asbestos and/or ACM	
7.10.2.1	For all AGL controlled operations it must be assumed that material is Asbestos and/or Asbestos Containing Materials (ACM) if: <ul style="list-style-type: none"> It cannot be identified but a competent person reasonably believes it is Asbestos and/or ACM; and The material is inaccessible but likely to contain Asbestos and/or ACM.
7.10.2.2	A process must be in place to identify Asbestos and/or Asbestos Containing Materials (ACM) and to record this in an Asbestos Register on all AGL controlled sites.
7.10.2.3	For all identified or assumed Asbestos and/or Asbestos Containing Materials (ACM) at an AGL controlled site a Risk Assessment must be completed, in accordance with the AGL HSE Risk Management Standard (AGL-HSE-STD-004.1) to assess the risk of exposure to airborne Asbestos.
7.10.2.4	The presence and location of Asbestos and/or Asbestos Containing Materials (ACM) identified at the AGL controlled site must be clearly indicated in the Asbestos Register and/or label (where possible).
Material Sampling	
7.10.2.5	Any sample taken must be sealed within a fit for purpose container, appropriately labelled and collected by a licenced hygienist or a person who has been deemed competent by the AGL controlled site to collect samples.
7.10.2.6	Samples of material analysed for the presence of Asbestos and/or Asbestos Containing Materials (ACM) must be analysed by a National Association of Testing Authorities (NATA) accredited laboratory or a laboratory approved/operated by the regulator.
7.10.2.7	Sampled materials must be regarded as containing Asbestos, and dealt with accordingly, until the results of the analysis are available.
Developing and Maintaining an Asbestos Register	

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7.10.2.8	<p>All AGL controlled sites must have an Asbestos Register which complies with relevant legislation and records any Asbestos and/or Asbestos Containing Materials (ACM) that have been identified at the AGL controlled site, including the following information:</p> <ul style="list-style-type: none"> • The date on which the Asbestos and/or ACM was identified; • The location, type and condition of the Asbestos; • Details of any Asbestos assumed to be in the AGL controlled site; • Results of any analysis that confirms a material at the AGL controlled site is or is not Asbestos; • Dates when the identification was carried out; • Details of inaccessible areas; and • Details of any removed Asbestos from the identified location (including by whom and where it was disposed).
7.10.2.9	<p>Asbestos Registers must be reviewed and updated if:</p> <ul style="list-style-type: none"> • The Asbestos Management Plan has been reviewed; • Further Asbestos and/or Asbestos Containing Materials (ACM) is identified; • Asbestos is removed from or disturbed, sealed or enclosed at the AGL controlled site; or • It has not been reviewed within five years.
7.10.2.10	<p>Asbestos Registers must be accessible to all relevant personnel at the AGL controlled site and kept at the AGL controlled site.</p>
<p>Developing and Maintaining an Asbestos Management Plan</p>	
7.10.2.11	<p>All AGL controlled sites where Asbestos and/or Asbestos Containing Materials (ACM) has been identified must have a documented Asbestos Management Plan.</p>
7.10.2.12	<p>An Asbestos Management Plan must be reviewed and updated if:</p> <ul style="list-style-type: none"> • The Asbestos Register has been reviewed; • The plan is no longer adequate to manage the Asbestos and/or Asbestos Containing Materials (ACM) at the AGL controlled site; • Asbestos is removed from or disturbed, sealed or enclosed at the AGL controlled site; or • It has not been reviewed within five years.
7.10.2.13	<p>Asbestos Management Plans must be accessible to all relevant personnel at the AGL controlled site and kept at the AGL controlled site.</p>
<p>Permit to Work</p>	
7.10.2.14	<p>At all AGL controlled sites a Permit to Work in accordance with the Permit to Work Standard (AGL-HSE-STD-004.2) must be issued prior to commencement of all work involving Asbestos and/or Asbestos Containing Materials (ACM) removal, penetration or demolition.</p>
<p>Naturally Occurring Asbestos (NOA)</p>	
7.10.2.15	<p>Naturally Occurring Asbestos (NOA) must be managed in accordance with all relevant legislation and Australian Standards.</p>

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7.10.2.16	If Naturally Occurring Asbestos (NOA) is identified on an AGL controlled site it must be included on the Asbestos Management Plan for the workplace or be the subject of a new Asbestos Management Plan.
Monitoring and Determining Asbestos Exposure Levels	
7.10.2.17	Monitoring of exposure levels must be undertaken from all friable asbestos removal work and in accordance with relevant legislation.
7.10.2.18	Visual inspections must be undertaken at the completion of all non-friable asbestos removal works to confirm that the area is left contamination free.
7.10.2.19	Where the level of Asbestos in the air needs to be determined: <ul style="list-style-type: none"> • An Occupational Hygienist must be engaged; and • The measurement process must be undertaken in accordance with the relevant legislation.
Demolition and Refurbishment involving Asbestos and/or ACM	
7.10.2.20	Prior to any demolition or refurbishment, the Asbestos Register must be reviewed and where Asbestos and/or ACM is identified it must be removed by a licenced or regulatory approved asbestos removalist.
Removal of Asbestos and/or ACM	
7.10.2.21	Removal of friable asbestos materials must only be carried out by personnel who have the appropriate Asbestos Licence required by the relevant regulator to carry out the work.
7.10.2.22	Prior to licenced asbestos removal at an AGL controlled site the following must occur: <ul style="list-style-type: none"> • An Asbestos removalist supervisor must be present or readily available when the work is being carried out; • Appropriate training has been provided to Asbestos removal personnel (including completion of relevant units of competencies associated with the Asbestos removal); • Relevant parties are consulted regarding the Asbestos removal and providing them with appropriate information; • The current Asbestos Register has been provided; • An Asbestos Removal Control Plan has been prepared; • The relevant regulator has been notified about the work before it starts; • Signs and labels have been displayed in the Asbestos work area; • Access to the Asbestos work area is limited and controlled; • Appropriate decontamination facilities are in place; • Waste containment and disposal procedures are in place; • Clearance inspections are conducted and issuing clearance certificates; and • Air monitoring is conducted (where appropriate).
7.10.2.23	If an Asbestos component requires replacement at an AGL controlled site the replacement product must be Non-Asbestos.
Unexpected finding of Asbestos and/or ACM	
7.10.2.24	An unexpected Asbestos find protocol must be established for all AGL controlled sites which includes ceasing work until the presence of Asbestos is confirmed.

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Restricting Access and Installing Signage	
7.10.2.25	The Asbestos work area must be isolated, signed, barricaded and access restricted to only those people carrying out the Asbestos work.
7.10.2.26	In locations where Asbestos is known to be present signage must be installed (where possible) to indicate Asbestos and/or Asbestos Containing Materials (ACM).
Prohibiting specific Asbestos Related Work Activities	
7.10.2.27	At all AGL controlled operations employees and contractors must be prohibited from participating in the following (without the appropriate licence): <ul style="list-style-type: none"> • Working on any product containing Asbestos in a way that is likely to generate dust; • Using high pressure processes to clean the surface of any material that contains Asbestos; • Accessing identified friable Asbestos material without appropriate authorisation; and • Working on Asbestos cement sheeting roofs without the appropriate authorisation, knowledge, experience and resources necessary to allow them to work safely at heights.
PPE and Respiratory Protective Equipment for work involving Asbestos and/or ACM	
7.10.2.28	The Personal Protective Equipment that must be worn during Asbestos disposal and removal activities (in accordance with relevant legislation), including: <ul style="list-style-type: none"> • Coveralls; • Appropriate footwear; • Gloves; and • Respiratory Protective Equipment (with a P2 rating).
Disposal of Asbestos and/or ACM	
7.10.2.29	Asbestos waste must be transported and disposed of by a licenced asbestos removalist or hygienist in accordance with the relevant state or territory regulatory requirements.
7.10.2.30	Asbestos waste can only be disposed of at a facility licensed by the regulatory authority and it must be disposed of in accordance with any relevant legislation.
Asbestos Records Management	
7.10.2.31	AGL controlled sites must maintain detailed records of all activities in relation to Asbestos works carried out in accordance with the Business Unit Document Management Procedure for at least 40 years.
Asbestos Management at Non-AGL Controlled Sites	
7.10.2.32	Prior to the commencement of work at non-AGL sites a request must be made for the site's Asbestos Register or Asbestos Management Plan.
7.10.2.33	For all non-AGL controlled sites it must be assumed that material is Asbestos and/or Asbestos Containing Materials (ACM) if:

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	<ul style="list-style-type: none"> It cannot be identified but a competent person reasonably believes it is Asbestos and/or ACM; and The material is inaccessible but likely to contain Asbestos and/or ACM.
7.10.2.34	For all identified or assumed Asbestos and/or Asbestos Containing Materials (ACM) at a non-AGL controlled site a Risk Assessment must be completed, in accordance with the AGL HSE Risk Management Standard (AGL-HSE-STD-004.1) to assess the risk of exposure to airborne Asbestos.
7.10.2.35	An unexpected Asbestos find protocol must be established for all non-AGL controlled sites which includes ceasing work until the presence of Asbestos is confirmed or adequate controls are in place.
Synthetic Mineral Fibres	
7.10.2.36	Air sampling and analysis must be undertaken by adequately trained personnel or a qualified and accredited occupational hygienist, if it is identified that the level of exposure to Synthetic Mineral Fibre (SMF) may exceed accepted levels.
7.10.2.37	If it is determined that removal of a material containing Synthetic Mineral Fibres (SMF) is required a documented procedure must be developed and implemented for the specific type of material (i.e. bonded or unbonded).
7.10.2.38	All personnel who work with Synthetic Mineral Fibres (SMF) must be informed of the results of all monitoring and assessment of exposure.
7.10.2.39	Records of all monitoring of Asbestos and Synthetic Mineral Fibres (SMF) must be stored in accordance with the AGL Business Unit Document Management Procedure for at least 40 years.
Training and Competency	
7.10.2.40	Activities involving work with Asbestos, Asbestos Containing Materials (ACM) and/or Synthetic Mineral Fibres (SMF) must be undertaken by suitably competent and authorised personnel who have completed a nationally accredited or regulator approved course.

Version	Date	Reviewed by	Approved by	Date approved	Next Review	Comments
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