

# Asbestos Register

**Blue Mountains City Council maintains asbestos registers (“registers”) and asbestos management plans (“plans”) relating to each of the buildings owned or occupied by the Council. The registers and plans record information about the existence and location of any known or presumed asbestos containing materials (“ACM”) within those buildings.**

The Council’s governing body has adopted the Council’s corporate [asbestos-registers] Asbestos Policy, which is available on our website.

The registers and plans are in two forms. First, the Council maintains a corporate asbestos register and a corporate asbestos management plan. Second, the Council has prepared individual registers and individual plans for each building that contains or may contain ACM. Hardcopies of those individual registers and plans are held in the building concerned.

Whenever work is carried out on a Council building the hardcopy register and the hardcopy plan are each amended by hand, as required. This action ensures that Council employees or contractors who work from time to time within that building have access to accurate information about the ACM that it contains or may contain.

The electronic versions of each of the corporate plans and registers, and of the plans and registers for individual buildings, are periodically updated. However, the key documents are the hardcopy registers and the hardcopy plans for each building which must be inspected before any work is carried out on that building.

## NOTES:

- (1) The Council’s electronic registers and plans are valid as dated, and ARE NOT to be relied upon as definitive records and ARE NOT to be used for reference purposes for any construction, demolition, maintenance or any other onsite works. IN ALL CASES, the onsite hardcopy building specific asbestos register and building specific asbestos management plan MUST BE CONSULTED prior to the commencement of physical works on the building concerned. While the electronic versions of the Council’s registers and plans provide guidance concerning the presence or possible presence of ACM it is the onsite hardcopy registers and plans which will remain up to date.
- (2) The Council’s electronic registers and plans relate to Council owned or managed buildings. The electronic registers and plans do not relate to structures (such as picnic shelters, bus shelters and other freestanding structures). Before any work is carried out on such structures the Council’s Hazardous Materials Team (“HMT”) MUST BE CONSULTED. The HMT may be contacted at [council@bmcc.nsw.gov.au](mailto:council@bmcc.nsw.gov.au). The HMT will provide information concerning any ACM that may be present in the structure concerned.

**Further information:** Further information on safe asbestos management may be obtained by contacting Councils Hazardous Materials Team at [council@bmcc.nsw.gov.au](mailto:council@bmcc.nsw.gov.au).



Blaxland Oval - Clubhouse

# **Asbestos/Lead Register & Management Plan**

## Asbestos Register/Lead and Management Plan

Policy Ref. No:	25132	Staff Consultative Committee Endorsement Date:	N/A
HPE Record No:		Meeting Date:	N/A
Distribution:	Insite Delivery/Online	Endorsement Date:	ELT Meeting Date
Status:	Approved		
Scope:	Tenants, Facility Users, Community	Governing Policy:	Asbestos Policy
Lifespan:	5 years or following legislative change	Responsible Directorate/Group:	Economy Place & Infrastructure/Property and Commercial Services
Next review:	5 years from adoption	Contact Position:	Program Leader Hazardous Materials Team

## DOCUMENT CONTROL

DOCUMENT NO.	DATA ENTRY		APPROVED & AUTHORISED	
	DATE	PERSONNEL	DATE	PERSONNEL
Blaxland Oval33805120 92022HMMR	12/09/2022	Luke Trevena	05/10/2022	Jason Adams

## PREVIOUS DOCUMENTATION

REPORT#	COMPANY	DATE
18/22218	EnviroScience	08/12/2017

*This document was prepared in accordance with Blue Mountains City Council Quality Policy and System, which is based on Australian Standard / NZS ISO 9001. It is issued subject to review and authorisation by approved signatories. It has been prepared for the particular requirements of Blue Mountains City Council based on a specific brief. It is not intended for and should not be relied upon by a third party, and should not be redistributed without written consent from YOUR COMPANY NAME. The information contained within this document should not be reproduced, presented or reviewed except in full. Prior to passing on to a third party, Blue Mountains City Council is to fully inform the third party of the specific brief and limitations associated with the commission.*

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## 1. Executive Summary

Blue Mountains City Council conducted Hazardous Materials Management Register for the workplace located at 12-30 Saint Johns Rd Blaxland NSW 2774.

The inspection was conducted on 12/09/2022, and the following items were identified:

### ASBESTOS

Location	Material Description	Risk Rating
External / GF / Exterior (west) Clubhouse / Eaves	Fibre Cement Sheeting	Very Low

### NO LEAD PAINT DETECTED

No lead based paints were identified at this inspection

## 2. Introduction

### I. Building Information

ASSET #	33805
WORKPLACE NAME	Clubhouse
WORKPLACE ADDRESS	12-30 Saint Johns Rd Blaxland NSW 2774
WORKPLACE DESCRIPTION	Clubhouse
APPROXIMATE AGE	<2003

### II. Scope of Works

REPORT TYPE	Hazardous Materials Management Register
THE CLIENT	Blue Mountains City Council
AREA COVERED BY THE SCOPE	Clubhouse
LEAD SURVEYOR	Luke Trevena
ASSISTANT SURVERYOR	
INSPECTION DATE	12/09/2022

This Asbestos/Lead Management Plan has been developed by [Blue Mountains City Council](#) and in full accordance with NSW Work Health & Safety Regulation 2017

### III. Risk Category

The asbestos/lead materials identified in this report have been assessed, given a Risk Category as outlined below and must be managed in full accordance with the Asbestos Management Plan.

Risk Category	Control Descriptor
A1	<b>Restrict Access &amp; Remove</b>
	<ul style="list-style-type: none"> <li>Friable or poorly bonded to substrate, located in accessible areas.</li> <li>Severely water damaged or unstable</li> <li>Further damage or deterioration likely</li> <li>Asbestos debris and stored asbestos in reasonably accessible areas</li> </ul>
A2	<b>Enclose, Encapsulate or Seal by Licensed Contractor - Re-Inspect Periodically</b>
	<ul style="list-style-type: none"> <li>Damaged material in reasonably accessible areas</li> <li>Friable or poorly bonded to substrate, with bonding achievable.</li> <li>Possibility of disturbance through contact</li> <li>Possibility of deterioration through weathering</li> </ul>
A3	<b>Remove During Refurbishment or Maintenance. Enclose, Encapsulate or Seal by General Maintenance Contractors, Re-Inspect Periodically</b>
	<ul style="list-style-type: none"> <li>Asbestos debris or stored material in rarely accessed areas</li> <li>Further disturbance or damage unlikely, other than during maintenance or service</li> <li>Asbestos friction materials, gaskets and brake linings</li> </ul>
A4	<b>No remedial Action Re-Inspect Periodically</b>
	<ul style="list-style-type: none"> <li>Firmly bonded to substrate and readily visible for inspection</li> <li>Inaccessible and fully contained</li> <li>Stable and damage unlikely</li> </ul>
A5	No Action Required - No ACM Identified

Should ACM be disturbed, the area must be isolated and an assessment by council's Competent Person or an independent assessment by an Occupational Hygienist or Licensed Asbestos Assessor must be undertaken and may coupled with airborne asbestos air monitoring.

It is expressly prohibited for any person other than a duly authorised Council Employee or engaged contractor to remove, handle, treat, dispose of or disturb ACM on a council owned asset. Should maintenance works be required on ACM or disturbed ACM is identified, then council must be advised immediately on **4780 5000**

### 3. How to use this report

This report is an **Asbestos/Lead Materials Register (ALMR) and Asbestos/Lead Management Plan (ALMP)** for the location specified at Section 2 of this report. It covers the management of Asbestos Containing Materials (ACM), Lead Containing Paint (LCP) and Lead Containing Paint (LCP) which has been identified via an inspection process undertaken by the company detailed in Section 2 and this AMP must be read in conjunction with the above-mentioned ALMR.

The purpose of this ALMP is to ensure full compliance with the legislative and regulatory requirements intrinsic to Asbestos and Lead Management in NSW, including compliance with NSW Code of Practice How to manage and control asbestos in the workplace.

**The person with management or control of the workplace must ensure this ALMR and ALMP is kept at the workplace and be readily accessible.**

**It is a requirement that any activity at this location involving the removal or encapsulation of any material listed in the Asbestos Register is recorded and signed off (Refer to Document Control on Page 2).**

All Asbestos and Lead Related works must be consulted with Council prior to any works being undertaken in order to ensure that the works are completed to a satisfactory standard in accordance with relevant codes, standards and guidelines.

To fulfil WHS obligations and to aid in the identification and management of lead paint and lead containing dust, Blue Mountains City Council has included lead paint/dust in the register.

Any queries regarding the interpretation and/or implementation of this Management Plan should be directed to Council **4780 5000**

### 4. Sampling Methodology

#### Asbestos Containing Materials

Suspected ACM were sampled by surveyor in accordance with AS4964:2004 *Method for the qualitative identification of asbestos in bulk samples*. Where collected, representative samples were placed into clip-lock plastic bags and analysed by an external NATA-accredited laboratory for the presence of asbestos by polarised light microscopy and dispersion staining techniques.

#### Lead Containing Paint

Suspected LCP were sampled by surveyor in accordance with AS/NZS 4361.2:2017 *Guide to hazardous paint management, Part 2: Lead paint in residential, public and commercial buildings*. Where collected, representative samples of paint were placed in a clip-lock plastic bags and then analysed internally, by NATA-accredited laboratory for determination of lead concentration.

## Lead Containing Dust

Where general settled dust suspected of containing lead were identified, samples were collected by surveyor in accordance with AS/NZS4361.2:2017. An area of 100 cm<sup>2</sup> (10 x 10 cm<sup>2</sup>) or 900cm<sup>2</sup> (30 x 30 cm<sup>2</sup>) was marked out using a disposable template. A “Ghost Wipe” was then used to collect the sample. The wipe was placed flat onto the surface in one corner of the area to be sampled and rubbed across the entire area in an 'S' pattern. The wipe was re-folded so that the collected dust was on the inside and again rubbed across the area at 90° to the first 'S'. The wipe was again folded with the dust inside and placed in a clip-lock plastic bag.

Where bulk accumulated dusts suspected of containing lead were identified, samples were collected by surveyor using a metal spatula by scraping approximately 5 g of dust into a clip-lock plastic bag.

All samples were allocated a unique sample identification number and the location noted.

Collected samples were then analysed by an external NATA-accredited laboratory for determination of lead concentration by atomic absorption spectroscopy techniques.

## 5. Asbestos/Lead Materials Register

#	REF #	HAZARD	RESULT	SPECIFIC LOCATION	MATERIAL	QUANTITIY	FRIABILITY	OVERALL RISK	ACTION CODE	TIMEFRAME	COMMENTS
1	Similar to B17397-S03	Asbestos	No Asbestos Detected	Ceiling lining	Fibre Cement Sheeting	50 m <sup>2</sup>	Not Applicable	-	A5	5 Yearly Reinspection	-
2	B17397S01	Asbestos	Chrysotile Asbestos	Eaves	Fibre Cement Sheeting	25 m <sup>2</sup>	Non-Friable	Very Low	A4	5 Yearly Reinspection	-
3	No Sample Taken - No Asbestos Materials Sighted	Asbestos	No Asbestos identified	Ceiling.	Plasterboard	75 m <sup>2</sup>	Non-Friable	-	A5	N/A	-

## 6. Risk Matrix

### IV. Recommendation Action Codes

Following the risk assessment of building materials for asbestos containing material an action score is assigned for recommended best practice to control the risk presented by the material. The action score will be assigned according to the surveyor's assessment of the situation at the time of the survey.

The Overall Risk Assessment Score is a quantitative assessment determined by the sum of the scores based on the material assessment and the likelihood of exposure; i.e. Risk Score = Material Score + Location Score (out of as possible 18).

Overall Risk Assessment Score	Risk Category	Control Descriptor
14-18	A1	<b>Restrict Access &amp; Remove</b>
		<ul style="list-style-type: none"> <li>Friable or poorly bonded to substrate, located in accessible areas.</li> <li>Severely water damaged or unstable</li> <li>Further damage or deterioration likely</li> <li>Asbestos debris and stored asbestos in reasonably accessible areas</li> </ul>
9-13	A2	<b>Enclose, Encapsulate or Seal by Licensed Contractor - Re-Inspect Periodically</b>
		<ul style="list-style-type: none"> <li>Damaged material in reasonably accessible areas</li> <li>Friable or poorly bonded to substrate, with bonding achievable.</li> <li>Possibility of disturbance through contact</li> <li>Possibility of deterioration through weathering</li> </ul>
5-8	A3	<b>Remove During Refurbishment or Maintenance. Enclose, Encapsulate or Seal by General Maintenance Contractors, Re-Inspect Periodically</b>
		<ul style="list-style-type: none"> <li>Asbestos debris or stored material in rarely accessed areas</li> <li>Further disturbance or damage unlikely, other than during maintenance or service</li> <li>Asbestos friction materials, gaskets and brake linings</li> </ul>
0-4	A4	<b>No remedial Action Re-Inspect Periodically</b>
		<ul style="list-style-type: none"> <li>Firmly bonded to substrate and readily visible for inspection</li> <li>Inaccessible and fully contained</li> <li>Stable and damage unlikely</li> </ul>
	A5	No Action Required - No Asbestos/Lead Identified

Table 1 – Risk Scores and action codes

The following hierarchy of controls should be consulted when implementing control measures to eliminate the risks arising from hazardous materials.

- Elimination/removal;
- Isolation/enclosure/sealing;
- Engineering Controls;
- Safe Work Practices (administrative controls); and
- Personal Protective Equipment.

A combination of these controls may be required in order to manage hazardous materials.

In consideration of the Hierarchy of Controls, preferential consideration must be given to removing hazardous materials during renovation, refurbishment and maintenance activities etc. where removal is practicable.

Areas of a workplace that contain ACM including plant, equipment and components should be signposted with appropriate warning signs to ensure that hazardous materials are not unknowingly disturbed without the correct precautions being implemented.

Signage should be placed at all entrances to the work areas where ACM is present and must conform to Australian Standard 1319-1994 *Safety Signs for the Occupational Environment*. The number of labels and the location of signage are to be determined by a competent person and may take into consideration the usage of areas and public access.

## V. Specific Criteria

### Lead Containing Paint

AS/NZS4361.2:2017 defines lead content in excess of 0.1 percent by weight of the dry film determined by laboratory testing to be LCP. Results were expressed in percent weight per weight (%w/w).

### Lead Dust

Lead swab samples were taken in accordance with Section 5.6: Clearance testing and Appendix C: Standard Practice for Determining of Lead in Surface Dust of AS/NZS4361.2-2017 Guide to lead paint management Residential and commercial buildings. This guidance document stipulates the following lead dust loadings for clearance purposes:

- 1mg/m<sup>2</sup> for interior floors
- 5mg/m<sup>2</sup> for interior window sills, and
- 8mg/m<sup>2</sup> for exterior surfaces

Should the area be due for demolition, other avenues of control and remediation can be considered as part of an overall demolition occupational health and safety management plan to reduce the risk to workers without having to achieve the clearance levels above.

## VI. Risk Assessment

The risk assessment is explained, in table 1. The semi-quantitative risk assessment borrows elements from the materials risk assessment documented in HSG264: Asbestos: The survey guide – HSE and the priority risk assessment documented in HSG 227: A comprehensive guide to Managing Asbestos in premises – HSE, providing an element of quantification to the qualitative nature of site risk assessment.

Some of the elements of these well-documented risk assessments have been omitted. Most notably the asbestos type from the materials risk assessment, as all types of asbestos are listed by the International Agency for Research on Cancer (IARC) as Type 1 Carcinogens. In addition note the emittance of the maintenance activity from HSG 277. The reason being that human risk factors associated with maintenance activities are often difficult to assess in-situ and require detailed input from the Person in Control of a Business of Undertaking (PCBU).

The risk assessment then takes into account all other Hazardous materials and utilizes the similar algorithms to create a risk assessment for those materials.

An explanation of the material assessment and likelihood of exposure scores can be found in the further below.

## VII. Materials Assessment

### Product Type

EXAMPLES OF MATERIALS – ASBESTOS	EXAMPLES OF MATERIALS – LEAD	SCORE
Asbestos reinforced composites (plastics, resins, mastics, roofing felts, vinyl floor tiles, semi-rigid paints or decorative finishes, asbestos cement etc)	Lead paint, Lead Compounds/Alloys/Products	1
Asbestos insulating board, mill boards, other low density insulation boards, asbestos textiles, gaskets, ropes and woven textiles, asbestos paper and felt	Lead paint flakes	2
Thermal insulation (eg pipe and boiler lagging), sprayed asbestos, loose asbestos, asbestos mattresses and packing	Lead dust	3

Table 2 - Product Type (or debris)

### Extent of Damage

EXAMPLES OF MATERIALS - ASBESTOS	EXAMPLES OF MATERIALS – LEAD	SCORE
Good condition: no visible damage	Good condition: no visible damage	0
Low damage: a few scratches or surface marks; broken edges on boards, tiles etc	Peeling paint, Large paint flakes	1
Medium damage: significant breakage of materials or several small areas where material has been damaged revealing loose asbestos fibres	Large amounts of fine flaking paint and debris	2
High damage or delamination of materials, sprays and thermal insulation. Visible asbestos debris.	Visible debris, Lead dust	3

Table 3 - Extent of the Damage or Deterioration

### Surface Type

EXAMPLES OF MATERIALS - ASBESTOS	EXAMPLES OF MATERIALS – LEAD	SCORE
Composite materials containing asbestos: reinforced plastics, resins, vinyl tiles	Lead paints <0.1%w/w lead, compounds/alloys/products <0.1%w/w lead	0
Enclosed sprays and lagging, asbestos insulating board (with exposed face painted or encapsulated), asbestos cement sheets etc	Lead paints ≥0.1%w/w and <0.25%w/w lead	1
Unsealed asbestos insulating board, or encapsulated lagging and sprays	Lead paints ≥0.25%w/w and <1.0%w/w, Lead dusts above recommended clearance indicator based on AS/NZS4361.2	2
Unsealed laggings and sprayed asbestos	Lead dusts a multiple of at least 5 times above recommended clearance indicator based on AS/NZS4361.2, Lead paint >1.0%	3

Table 4 - Surface type or treatment

## VIII. Likelihood of Disturbance

### Occupant Activity

EXAMPLE OF OCCUPANT ACTIVITY	SCORE
Rare disturbance activity (eg little used store room)	0
Low disturbance activities (eg office type activity)	1
Moderate disturbance activity (eg industrial or vehicular activity which may cause contact with ACMs)	2
High levels of disturbance, (eg fire door with asbestos insulating board sheet in constant use)	3

Table 5 - Occupant Activity

### Likelihood of Disturbance

FREQUENCY OF DISTURBANCE	SCORE
Usually inaccessible or unlikely to be disturbed	0
Minimal likelihood for disturbance	1

Likely disturbance	2
Frequent disturbance	3

*Table 6 - Likelihood of Disturbance*

#### Human Exposure Potential

FREQUENCY OF HUMAN EXPOSURE POTENTIAL	SCORE
Infrequent	0
Monthly	1
Weekly	2
Daily	3

*Table 7 - Human Exposure Potential*

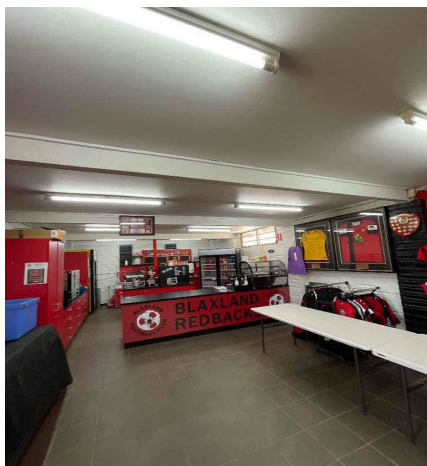
## Appendix A (Photographs)



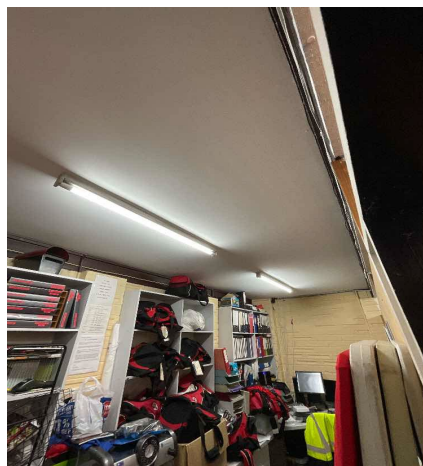
External, GF, Exterior (east) Clubhouse, Ceiling lining - Fibre Cement Sheeting, No Asbestos Detected, Similar to B17397-S03



External, GF, Exterior (west) Clubhouse, Eaves - Fibre Cement Sheeting, Chrysotile Asbestos, B17397S01

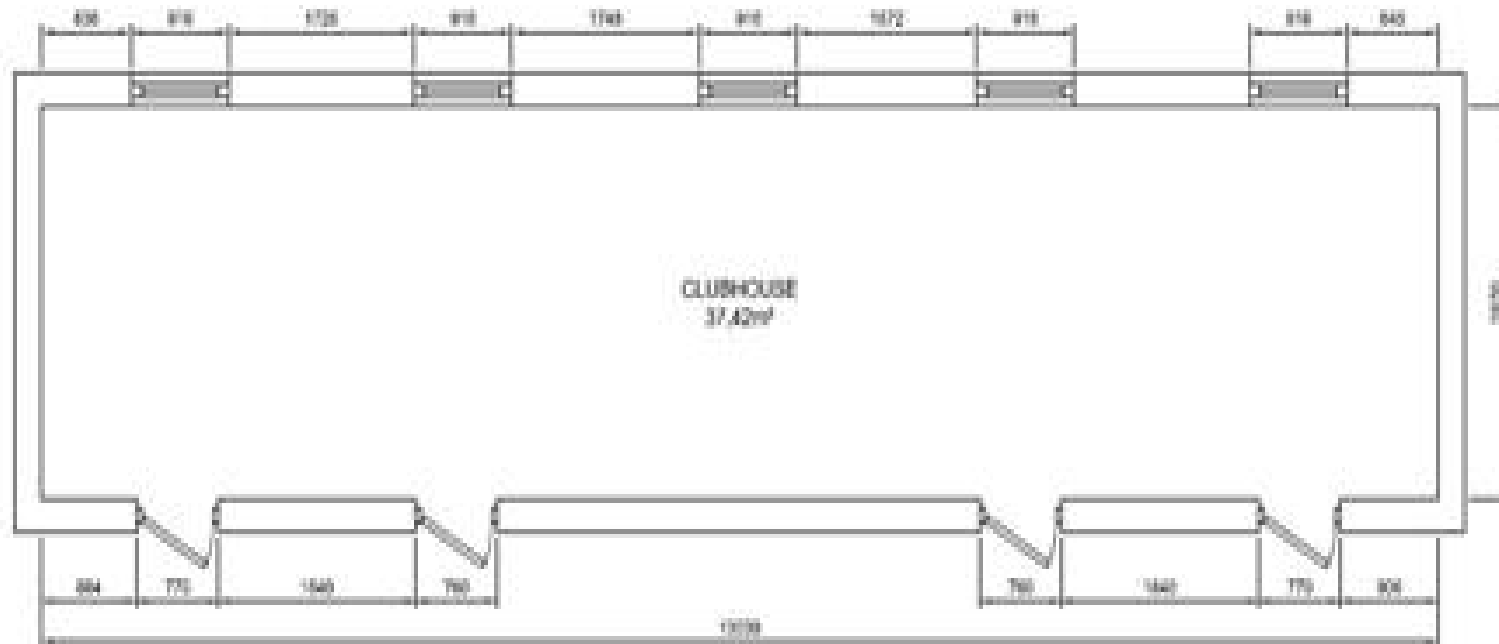


Internal, GF, Clubhouse, Ceiling. - Plasterboard, No Asbestos identified, No Sample Taken - No Asbestos Materials Sighted



Internal, GF, Clubhouse, Ceiling. - Plasterboard, No Asbestos identified, No Sample Taken - No Asbestos Materials Sighted

## Appendix B (Site Plan - Map)



## Appendix C (Analysis Report)



### LABORATORY ANALYSIS REPORT Asbestos Identification Report

**Report No:** B17397-R1  
**Client:** Blue Mountains City Council  
**Client Address:** 2-6 Civic Place,  
 Katoomba, NSW, 2780  
**Report Date:** Tuesday, 12 December 2017  
**Analysed Date:** Tuesday, 12 December 2017  
**Laboratory Receival Date:** Monday, 11 December 2017  
**Sampled Date:** Friday, 8 December 2017

**Attention:** Rick Harris  
**Approved Identifier and Signatory:** Jeffrey Sargent  
**Sampled From:** St Johns Oval Faculties Blaxland - St  
 Johns Road, Blaxland NSW 2774  
**Test Method:** Polarised Light Microscopy (PLM) including Dispersion Staining (DS), Regional EnviroScience Pty Ltd in-house laboratory method, in accordance with Australian Standard AS4964-2004 'Method for the qualitative identification of asbestos in bulk samples'. Accredited for compliance with ISO/IEC:17025-Testing.

Sample Number	Sample Location	Sample Description	Sample Size	Asbestos Detected	Fibres Detected
B17397-S1	External - Eave Linings to West	Fibre cement	2.5 gm	Yes	Chrysotile
B17397-S2	External - Walkway Ceiling Lining	Fibre cement	3.4 gm	No	Organic
B17397-S3	External - Awning Linings to West	Fibre cement	1.3 gm	No	Organic
B17397-S4	External - Eave Linings to South Amenities	Fibre cement	1.3 gm	Yes	Chrysotile
B17397-S5	Internal - Female Toilets Ceiling	Fibre cement	0.2 gm	Yes	Chrysotile, Amosite, Organic
B17397-S6	Internal - Storage Room to West Ceiling	Fibre cement	0.7 gm	Yes	Chrysotile, Organic
B17397-S7	Internal - Switchboard on Storage Room Backing	Electrical Board	0.6 gm	Yes	Chrysotile
B17397-S8	Internal - Male Toilets Ceiling	Fibre cement	1.2 gm	Yes	Chrysotile, Organic



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 1B/48 Aerodrome Road  
 Maroochydore QLD 4658



Regional  
**EnviroScience**  
Hazardous Materials Laboratory and Consultancy

**LABORATORY ANALYSIS REPORT**  
**Estimation of Airborne Asbestos Fibres**

**Report No:** A17397-R1  
**Client:** Blue Mountains City Council  
**Client Address:** 2-6 Civic Place,  
Katoomba, NSW, 2780

**Report Date:** Monday, 11 December 2017  
**Analysed Date:** Monday, 11 December 2017  
**Laboratory Receival Date:** Monday, 11 December 2017  
**Sampled Date:** Friday, 8 December 2017

**Sampled By:** Nathan Aust  
**Approved Counter and Signatory:** Jeffrey Sargent

**Attention:** Rick Harris  
**Sampled From:** St Johns Oval Facilities Blaxland - St  
Johns Road, Blaxland NSW 2774

**Type of Monitoring:** Background Monitoring

**Test Method:** In accordance with the (NOHSC:3003 (2005) Guidance Note on the Membrane Filter Method for Estimating Airborne Fibres (as outlined in the Laboratory Method Manual). Accredited for compliance with ISO/IEC:17025-Testing.

Sample Number	Sample Location	Time		Flow Rate L/ Min	Results Fibres / Field	Results Fibres / ml
		On	Off			
A17397-S1	External - East 2 Metres of Amenities	0850	1050 120 min	4.0	1 /100	< 0.01
A17397-S2	External - West 1 Metre of Amenities	0851	1051 120 min	4.0	0 /100	< 0.01
A17397-S3	Internal - Women's Toilets	0852	1052 120 min	4.0	2 /100	< 0.01
A17397-S4	Internal - Men's Toilets	0853	1053 120 min	4.0	0 /100	< 0.01



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### **CERTIFICATE OF ANALYSIS 181884**

<b>Client Details</b>	
<b>Client</b>	Regional Enviroscience
<b>Attention</b>	Gemma Murphy
<b>Address</b>	PO Box 1645, Dubbo, NSW, 2830

<b>Sample Details</b>	
<b>Your Reference</b>	<u>17397</u>
<b>Number of Samples</b>	1 Paint
<b>Date samples received</b>	12/12/2017
<b>Date completed instructions received</b>	12/12/2017

<b>Analysis Details</b>	
Please refer to the following pages for results, methodology summary and quality control data.	
Samples were analysed as received from the client. Results relate specifically to the samples as received.	
Results are reported on a dry weight basis for solids and on an as received basis for other matrices.	

<b>Report Details</b>	
<b>Date results requested by</b>	19/12/2017
<b>Date of Issue</b>	15/12/2017
NATA Accreditation Number 2901. This document shall not be reproduced except in full.	
Accredited for compliance with ISO/IEC 17025 - Testing. <b>Tests not covered by NATA are denoted with *</b>	

**Results Approved By**  
 Long Pham, Team Leader, Metals

**Authorised By**

David Springer, General Manager

Envirolab Reference: 181884  
 Revision No: R00



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**Client Reference: 17397**

Lead in Paint		
Our Reference		181884-1
Your Reference	UNITS	S01
Date Sampled		08/12/2017
Type of sample		Paint
Date prepared	-	14/12/2017
Date analysed	-	14/12/2017
Lead in paint	%w/w	<0.05

Envirolab Reference: 181884  
Revision No: R00

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**Client Reference: 17397**

Method ID	Methodology Summary
Metals-004	Digestion of Paint chips/scrapings/liquids for Metals determination by ICP-AES/MS and or CV/AAS.

Envirolab Reference: 181884  
Revision No: R00

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Client Reference: 17397

QUALITY CONTROL: Lead in Paint					Duplicate				Spike Recovery %	
Test Description	Units	PQL	Method	Blank	#	Base	Dup.	RPD	LCS-1	[NT]
Date prepared	-			14/12/2017	[NT]	[NT]	[NT]	[NT]	14/12/2017	[NT]
Date analysed	-			14/12/2017	[NT]	[NT]	[NT]	[NT]	14/12/2017	[NT]
Lead in paint	%w/w	0.05	Metals-004	<0.05	[NT]	[NT]	[NT]	[NT]	103	[NT]

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Result Definitions	
<b>NT</b>	Not tested
<b>NA</b>	Test not required
<b>INS</b>	Insufficient sample for this test
<b>PQL</b>	Practical Quantitation Limit
<b>&lt;</b>	Less than
<b>&gt;</b>	Greater than
<b>RPD</b>	Relative Percent Difference
<b>LCS</b>	Laboratory Control Sample
<b>NS</b>	Not specified
<b>NEPM</b>	National Environmental Protection Measure
<b>NR</b>	Not Reported

Quality Control Definitions	
<b>Blank</b>	This is the component of the analytical signal which is not derived from the sample but from reagents, glassware etc, can be determined by processing solvents and reagents in exactly the same manner as for samples.
<b>Duplicate</b>	This is the complete duplicate analysis of a sample from the process batch. If possible, the sample selected should be one where the analyte concentration is easily measurable.
<b>Matrix Spike</b>	A portion of the sample is spiked with a known concentration of target analyte. The purpose of the matrix spike is to monitor the performance of the analytical method used and to determine whether matrix interferences exist.
<b>LCS (Laboratory Control Sample)</b>	This comprises either a standard reference material or a control matrix (such as a blank sand or water) fortified with analytes representative of the analyte class. It is simply a check sample.
<b>Surrogate Spike</b>	Surrogates are known additions to each sample, blank, matrix spike and LCS in a batch, of compounds which are similar to the analyte of interest, however are not expected to be found in real samples.
Australian Drinking Water Guidelines recommend that Thermotolerant Coliform, Faecal Enterococci, & E.Coli levels are less than 1cfu/100mL. The recommended maximums are taken from "Australian Drinking Water Guidelines", published by NHMRC & ARMC 2011.	

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### Laboratory Acceptance Criteria

Duplicate sample and matrix spike recoveries may not be reported on smaller jobs, however, were analysed at a frequency to meet or exceed NEPM requirements. All samples are tested in batches of 20. The duplicate sample RPD and matrix spike recoveries for the batch were within the laboratory acceptance criteria.

Filters, swabs, wipes, tubes and badges will not have duplicate data as the whole sample is generally extracted during sample extraction.

Spikes for Physical and Aggregate Tests are not applicable.

For VOCs in water samples, three vials are required for duplicate or spike analysis.

Duplicates: <5xPQL - any RPD is acceptable; >5xPQL - 0-50% RPD is acceptable.

Matrix Spikes, LCS and Surrogate recoveries: Generally 70-130% for inorganics/metals; 60-140% for organics (+/-50% surrogates) and 10-140% for labile SVOCs (including labile surrogates), ultra trace organics and speciated phenols is acceptable.

In circumstances where no duplicate and/or sample spike has been reported at 1 in 10 and/or 1 in 20 samples respectively, the sample volume submitted was insufficient in order to satisfy laboratory QA/QC protocols.

When samples are received where certain analytes are outside of recommended technical holding times (THTs), the analysis has proceeded. Where analytes are on the verge of breaching THTs, every effort will be made to analyse within the THT or as soon as practicable.

Where sampling dates are not provided, Envirolab are not in a position to comment on the validity of the analysis where recommended technical holding times may have been breached.

Measurement Uncertainty estimates are available for most tests upon request.

## Inaccessible Areas

The areas detailed below should be assumed to have asbestos present.

Controls for contaminated dust to be managed in-situ must be applied in these areas, and any vents, cracks or holes that connect the occupied space into the ceiling cavity should be sealed upon identification.

Should hazardous/potentially hazardous materials be identified during renovation and/or demolition activities, material must be sampled for expert identification and further advice.

## 7. Responsibilities

Responsibilities of parties involved in the management of ACM are detailed below. It must be noted that this is not an exhaustive list and reference must be made to pertinent legislation, Codes of Practice and standards identified in **Section 14**.

### IX. Controller of Premises

Under *Work Health and Safety Regulation 2017*, management responsibilities and workplace obligations fall upon the following groups:

- Person in Control of Business or Undertaking (PCBU).
- Person with Management or Control (PWMC).
- Person Carrying out Demolition or Refurbishment Work.

Under the Work Health and Safety Regulations 2017, the above mentioned group must:

- Identify any foreseeable hazard arising from the premises that has the potential to harm the health or safety of any person accessing, using or egressing from the premises.
- Identify hazards arising from the layout and condition of the premises and the presence of materials containing asbestos.
- Ensure that hazards are identified during any design of the premises and before the premises are provided for use as a place of work.
- Assess the risk of harm to the health or safety of any person arising from a hazard.
- Eliminate or control any risk to the health or safety of any persons accessing, using or egressing the premises that arise from the premises.
- Ensure all measures adopted to eliminate or control risks are properly used and maintained.
- Review risk assessments.
- Provide other persons with the information necessary to fulfil their responsibilities in identifying hazards and assessing, eliminating and controlling the associated risks.
- Provide employers with information on foreseeable hazards, assessments of risks that have not been eliminated by the controller, risk control measures and any measures an employer may need to adopt to control risk.

### X. Special Responsibilities - Asbestos

Under the Code of Practice *How to Manage and Control Asbestos in the Workplace 2019* persons with control of premises used as a workplace have a duty of care to:

- Develop, implement and maintain an Asbestos Management Plan.
- Investigate the premises for the presence/possible presence of asbestos containing materials. This responsibility may not be abdicated to the Contractor.
- Develop and maintain a register of identified asbestos containing materials, including details of the location and condition of asbestos materials, risk assessments and control measures.
- Assess the condition of any asbestos containing materials that are found and the associated asbestos risks.
- Develop measures to remove asbestos materials or minimise the risks and prevent exposure.
- Ensure control measures are implemented as soon as possible and are maintained as long as

asbestos materials remain in the workplace.

- Consult with any person who may be affected by the presence of asbestos materials (e.g. building occupants, neighbours and/or all relevant contractors).

The *Work Health and Safety Regulations 2017* and Safe Work Australia Codes of Practice require full consultation, information-sharing and involvement by everyone in the workplace (including employers, workers, contractors and others) throughout the process of identifying asbestos materials, developing an Asbestos Materials Management Plan, assessing risks and developing and implementing control measures.

Under the Code of Practice *How to Safely Remove Asbestos 2019* any person with control who commissions asbestos removal is responsible for the following:

- Ensuring only a trained asbestos removalist carries out the removal of asbestos containing materials.
- Nominating person(s) to liaise with the asbestos removalist.
- Requesting asbestos removal licence details from the asbestos removalist if such a licence is required for the removal being undertaken.
- Establishing an Asbestos Register before asbestos removal commences.
- Providing the asbestos removalist with a copy of the site Asbestos Register before removal commences.
- Obtain and review SWMS and ARCP if required before asbestos removal takes place.
- Monitoring asbestos controls proposed for the removal are implemented and maintained.
- Obtaining a clearance certificate from an independent competent person or LAA before the asbestos removal area is accessed.

If asbestos containing materials are to be removed, the Code of Practice *How to Safely Remove Asbestos 2019* requires consultation, including employers, workers and contractors at each step of the removal process using established consultative mechanisms. Persons in adjoining properties that might also be affected by the removal must also be consulted.

## XI. Employers

Under the Work Health and Safety Regulations 2017, employers must take reasonable care to identify any foreseeable hazard that may arise from the conduct of the employer's undertaking and that has the potential to harm the health or safety of an employee, or any other person legally at the employer's place of work. In particular the employer must take reasonable care to identify hazards arising from, but not limited to, work practices and work systems, repair, maintenance, dismantling and disposal of plant, hazardous substances and the presence of hazardous materials installed in a place of work, the condition of a place of work and the physical working environment including exposure to a contaminated atmosphere.

An employer must ensure that effective procedures are in place and implemented to identify hazards including, but not limited to, those present immediately prior to using the premises for the first time as a place of work, before and during the installation, erection, commissioning or alteration of plant in a place of work and whilst work is being carried out.

An employer must assess the risk of harm to the health or safety of an employee of the employer, or any other person legally at the employer's place of work, arising from any hazard identified.

An employer must eliminate any reasonably foreseeable risk to the health or safety of an employee of the

employer, or any other person legally at the employer's place of work, that arises from the conduct of the employer's undertaking. If it is not reasonably practicable to eliminate the risk, the employer must control the risk.

An employer must ensure that all measures (including procedures and equipment) that are adopted to eliminate, or control, risks to health and safety are properly used and maintained.

An employer must ensure that each new employee receives induction training that covers, but is not limited to, workplace arrangements for management of occupational health and safety, health and safety procedures relevant to the employee including the use and maintenance of risk control measures, and accessing health and safety information required under the Work Health and Safety Regulations 2017.

Particular provisions also apply to construction processes where hazardous materials exposure may occur and lead processes (refer to the Work Health and Safety Regulations 2017).

## **XII. Employees & Contractors**

Under the Work Health and Safety Regulations 2017, an employee must, while at work, take reasonable care for the health and safety of people who are at the employee's place of work and who may be affected by the employee's acts or omissions at work. An employee must also, while at work, cooperate with his or her employer or other person so far as is necessary to enable compliance with any requirement under the Work Health and Safety Act 2011 or Regulations imposed in the interests of health, safety and welfare on the employer or any other person.

Employees and contractors must not carry out any work that may disturb ACM without referring to the site Asbestos Register and Asbestos Management Plan

## **XIII. Asbestos Consultant**

The Asbestos Consultant is a competent person with appropriate qualifications, training and experience in the identification, assessment and management of asbestos materials.

The Consultant is to act as an independent advisor to the Site Manager and/or Property Owner on issues relating to the identification, assessment, management and control of ACM.

This Consultant's duties may include:

- Inspection, sampling and analysis of suspected asbestos containing materials.
- Assessing the risks posed by the identified asbestos containing materials.
- Developing appropriate procedures and controls for on-site management or removal of asbestos containing materials.
- Providing staff training sessions and/or site induction manuals.
- Preparing a technical specification (i.e. Scope of Works Report or Work Plan) for asbestos containing remediation projects.
- Tendering hazardous materials remediation projects.
- Providing technical supervision and monitoring during asbestos containing remediation.
- Conducting clearance inspections after asbestos remediation.
- Issuing clearance certificates if satisfied the area is safe to reoccupy

- Updating the site's Asbestos Register and Management Plan.

The Consultant is required to hold adequate and appropriate insurances for the work undertaken.

#### **XIV. Asbestos Removalists**

The Asbestos Removalist Contractor must be a competent person with appropriate qualifications, training and experience in remediation of ACM. The Contractor must hold appropriate licences and adequate insurances for the work undertaken.

The Contractor should complete and sign appropriate Risk Assessments and Safe Work Method Statements prior to work commencing.

All asbestos remediation conducted by the Contractor should comply with the requirements specified in the regulatory framework (refer to Section 12) and the Consultants technical specification (i.e. Scope of Works Report/ Work Plan) for hazardous materials abatement.

The Contractor must develop a site-specific Asbestos Removal Control Plan for licensed asbestos removal work in consultation with their workers and the client before commencing any asbestos removal work. The client should receive a final copy of this plan before work commences.

The asbestos removalist must hold an appropriate asbestos removal licence before being permitted to remove asbestos containing material. A Class A (friable) licence is required for friable asbestos removal and a Class B (non-friable) licence is required for non-friable asbestos removals >10m<sup>2</sup>. The removalist must provide their licence details to their clients. Other requirements include:

- For friable asbestos removal, and removal of >10m<sup>2</sup> of non-friable asbestos, confirmation that notification of the removal has been made to SafeWork NSW prior to any work commencing.
- Asbestos removal operatives to complete appropriate Risk Assessments and Safe Work Method Statements prior to work commencing.
- The asbestos removalist to develop a site specific asbestos removal control plan in consultation with their client before commencing any asbestos removal work. The client should receive a final copy of this plan.
- The Asbestos Removalist to ensure the removal is adequately supervised and carried out by only trained workers in a safe manner.

## 8. Awareness & Training

Workers, contractors and any other persons on site who may be exposed to ACM as a result of undertaking activities on the premises must be provided with information on the health and safety consequences of exposure to fibrous materials and appropriate control measures. The provision of this information must be recorded.

Information and training must be provided to persons who may be involved in asbestos removal work or asbestos related work in the workplace including workers, contractors and others. The training may include the following:

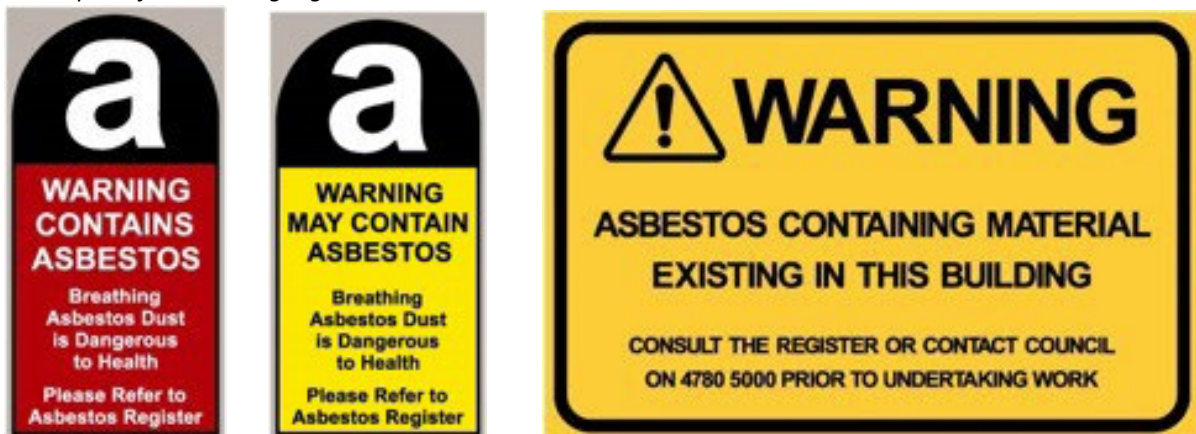
- The purpose of the training.
- The health risks associated with the ACM.
- Types, uses and likely occurrence of ACM in workplace.
- Roles and responsibilities of the trainee under the Asbestos Management Plan.
- Location, access and use of the site Asbestos Register.
- Timetable for removal/remediation of hazardous materials.
- Process and procedures required to eliminate exposure.
- Maintenance and control measures, personal protective equipment and work methods required to minimise hazardous material risk including potential contamination of other areas.
- Control levels and exposure standards for hazardous materials.
- The purpose of any air monitoring or health surveillance undertaken.

## 9. Signage

NSW Work Health and Safety Regulation 2017 R422, R424, R427 and R429 requires that the person with the management control of the workplace to identify asbestos containing materials and the asbestos material that has been identified to date must be labelled and ensure that it complies with the Australian Standard 1319: Safety Signs for the Occupational Environment; signage should be similar to the label detailed below.

Signage should also be placed at the entry points to the building/plant.

*Examples of asbestos signage*



## 10. Review

This Asbestos Management Plan must be reviewed whenever the Asbestos Register is reviewed. These reviews must assess all asbestos material management processes and their effectiveness.

The site Asbestos Register, including any risk assessments, must be reviewed every 5 years from date of creation or earlier where a risk assessment indicates the need or ACM has been removed and/or disturbed. Visual inspection of asbestos materials must be included in any review of the Asbestos Register.

Risk assessments should be reviewed regularly in accordance with pertinent legislation and regulation and whenever:

- there is evidence that a risk assessment is no longer valid;
- there is evidence that control measures are not effective;
- a significant change is proposed for the workplace or work practices/procedures relevant to the risk assessment;
- there is a change in the condition of the ACM; and
- ACM has been removed, enclosed or sealed.

Only competent persons may perform and revise risk assessments. A provisional timetable for review of risk assessments, the site Asbestos Register and Management Plan is outlined within the document control section of this Asbestos Management Plan.

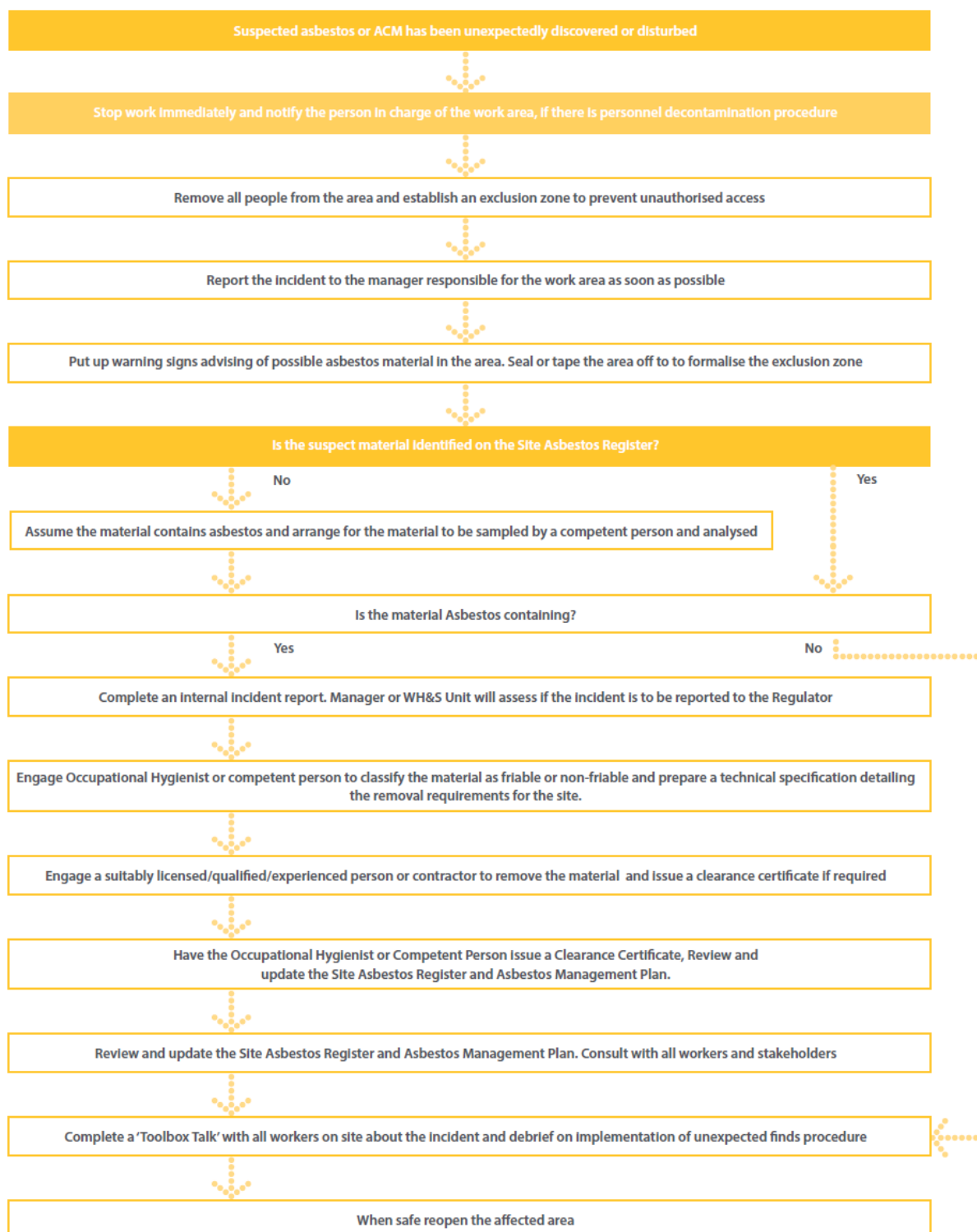
## 11. Emergency Procedures

If known or suspected ACM is damaged or otherwise disturbed, the workflow in Figure 1 Emergency Procedures Chart must be consulted

In summary, the procedure is:

- stop work immediately,
- minimise the spread of contamination to other areas,
- keep risk of exposure as low as possible, and
- immediately report incident to Council on (Insert Council Number here)

Figure 1 – Emergency Procedures Chart



## 12. Legislation, Codes & Standards

Workplace Health and Safety in NSW is regulated under the *Work Health and Safety Act 2011* and *Work Health and Safety Regulations 2017*. In addition, a number of related Codes of Practice, Standards and guidelines pertain to the management of asbestos materials.

### XV. Legislation

- Work Health and Safety (WHS) Act NSW (2011 [reviewed 2016]).
- WHS Regulation NSW 2017.
- Ozone Protection and Synthetic Greenhouse Gas Management Regulations NSW (1996 [amended 2016]).
- NSW Protection of the Environment Operations Act (1997).

### XVI. Code of Practice

- Safework NSW (2019), How to Manage and Control Asbestos in the Workplace: Code of Practice.
- Safework NSW (2019), How to Safely Remove Asbestos: Code of Practice.

### XVII. Standards

- AS/NZS4361.2 (2017) Guide to Lead Paint Management, Part 2: Residential and Commercial Buildings.
- National Occupational Health and Safety Commission (NOHSC):1012 (1994), National Standard for the Control of Inorganic Lead at Work.
- AS 1319 (1994). Safety Signs for the Occupational Environment.
- AS/New Zealand Standard (NZS) 1716 (2003), Respiratory Protective Devices.
- AS/NZS 1715 (2009), Selection, Use and Maintenance of Respiratory Protective Devices.
- Australian Commonwealth Government. (2015). Standard for the Uniform Scheduling of Medicines and Poisons, Section Seven/Appendix I: Paints or Tinters.
- Australian Standard (AS) 4964 (2004) Method for the qualitative identification of asbestos in bulk samples.
- Guidance note on the membrane filter method for estimating airborne asbestos fibres 2nd Edition [NOHSC: 3003(2005)].

## 13. Terms & Definitions

Term	Definition
Airborne asbestos	Fibres of asbestos small enough to be made airborne
ALMP	Asbestos/Lead Management Plan
Asbestos	The asbestiform varieties of mineral silicates belonging to the serpentine or amphibole groups of rock-forming minerals, including actinolite asbestos, grunerite (or amosite) asbestos (brown), anthophyllite asbestos, chrysotile asbestos (white), crocidolite asbestos (blue) and tremolite asbestos
Asbestos Containing Material (ACM)	Any material or product containing asbestos
Asbestos-Contaminated Dust or Debris (ACD)	Dust or debris that has settled within a workplace and is (or assumed to be) contaminated with asbestos.
Asbestos-Related work	Any work involving the removal or other disturbance of ACM
Asbestos Removalist	A person conducting a business or undertaking who carries out asbestos removal work
Asbestos Removal Work	Work involving the removal of asbestos containing materials (ACM)
Competent Person	A person who has acquired, through training, qualification or experience, the knowledge and skills to carry out specific tasks.
Duty Holder	A person who has a duty in relation to a matter under the <i>NSW Work Health and Safety Act 2011</i>
In-Situ Asbestos	Asbestos or ACM fixed or installed in a structure, equipment or plant but does not include naturally occurring asbestos.
Friable Asbestos	ACM that may readily be crumbled, pulverised or reduced to a form where fibres may be freely released
Licensed Asbestos Removal Work	Asbestos removal work carried out by a Class A or Class B licensed asbestos removalist
Non-Friable Asbestos	Material containing asbestos that is not friable asbestos, including material containing asbestos fibres reinforced with a bonding compound
NSW WHS Regulations	<i>NSW Work Health and Safety Regulations 2011</i>
PPE	Personal Protective Equipment
RPE	Respiratory Protective Equipment
RTO	Registered Training Organisation
SOP	Safe Operating Practice
Worker	People conducting work associated with council including employees, contractors, consultants, and volunteers (as defined by clause 7 of the <i>NSW WHS Act 2011</i> )
WHS	Work Health and Safety



# Asbestos Register

**Blue Mountains City Council maintains asbestos registers (“registers”) and asbestos management plans (“plans”) relating to each of the buildings owned or occupied by the Council. The registers and plans record information about the existence and location of any known or presumed asbestos containing materials (“ACM”) within those buildings.**

The Council’s governing body has adopted the Council’s corporate [asbestos-registers] Asbestos Policy, which is available on our website.

The registers and plans are in two forms. First, the Council maintains a corporate asbestos register and a corporate asbestos management plan. Second, the Council has prepared individual registers and individual plans for each building that contains or may contain ACM. Hardcopies of those individual registers and plans are held in the building concerned.

Whenever work is carried out on a Council building the hardcopy register and the hardcopy plan are each amended by hand, as required. This action ensures that Council employees or contractors who work from time to time within that building have access to accurate information about the ACM that it contains or may contain.

The electronic versions of each of the corporate plans and registers, and of the plans and registers for individual buildings, are periodically updated. However, the key documents are the hardcopy registers and the hardcopy plans for each building which must be inspected before any work is carried out on that building.

## NOTES:

- (1) The Council’s electronic registers and plans are valid as dated, and ARE NOT to be relied upon as definitive records and ARE NOT to be used for reference purposes for any construction, demolition, maintenance or any other onsite works. IN ALL CASES, the onsite hardcopy building specific asbestos register and building specific asbestos management plan MUST BE CONSULTED prior to the commencement of physical works on the building concerned. While the electronic versions of the Council’s registers and plans provide guidance concerning the presence or possible presence of ACM it is the onsite hardcopy registers and plans which will remain up to date.
- (2) The Council’s electronic registers and plans relate to Council owned or managed buildings. The electronic registers and plans do not relate to structures (such as picnic shelters, bus shelters and other freestanding structures). Before any work is carried out on such structures the Council’s Hazardous Materials Team (“HMT”) MUST BE CONSULTED. The HMT may be contacted at [council@bmcc.nsw.gov.au](mailto:council@bmcc.nsw.gov.au). The HMT will provide information concerning any ACM that may be present in the structure concerned.

**Further information:** Further information on safe asbestos management may be obtained by contacting Councils Hazardous Materials Team at [council@bmcc.nsw.gov.au](mailto:council@bmcc.nsw.gov.au).



Amenities block

# **Asbestos/Lead Register & Management Plan**

## Asbestos Register/Lead and Management Plan

Policy Ref. No:	25132	Staff Consultative Committee Endorsement Date:	N/A
HPE Record No:		Meeting Date:	N/A
Distribution:	Insite Delivery/Online	Endorsement Date:	ELT Meeting Date
Status:	Approved		
Scope:	Tenants, Facility Users, Community	Governing Policy:	Asbestos Policy
Lifespan:	5 years or following legislative change	Responsible Directorate/Group:	Economy Place & Infrastructure/Property and Commercial Services
Next review:	5 years from adoption	Contact Position:	Program Leader Hazardous Materials Team

## DOCUMENT CONTROL

DOCUMENT NO.	DATA ENTRY		APPROVED & AUTHORISED	
	DATE	PERSONNEL	DATE	PERSONNEL
Blaxland Oval33805120 92022HMMR	12/09/2022	Luke Trevena	15/10/2022	Jason Adams

## PREVIOUS DOCUMENTATION

REPORT#	COMPANY	DATE
18/22218	EnviroScience	08/12/2017

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## 1. Executive Summary

Blue Mountains City Council conducted Hazardous Materials Management Register for the workplace located at 12-30 Saint Johns Rd Blaxland NSW 2774.

The inspection was conducted on 12/09/2022, and the following items were identified:

Location	Material Description	Risk Rating
Internal / GF / Female Changeroom / Ceiling	Fibre Cement	Very Low
External / GF / Exterior (south) / Amenities / South / Eave linings to south amenities end	Fibre Cement	Very Low
External / GF / Exterior (west) / Amenities / Eave Linings to West Amenities End	Fibre cement	Very Low
Internal / GF / Female Toilet / Ceiling	Fibre Cement	Very Low
Internal / GF / Male Toilet & Changeroom / Ceiling	Fibre Cement	Very Low
Internal / GF / Storeroom / Ceiling	Fibre Cement	Very Low
Internal / GF / Storeroom / Western wall	Bituminous Backing Board	Very Low

NO LEAD PAINT DETECTED

No lead based paints were identified at this inspection

## 2. Introduction

### I. Building Information

ASSET #	33805
WORKPLACE NAME	Amenities block
WORKPLACE ADDRESS	12-30 Saint Johns Rd Blaxland NSW 2774
WORKPLACE DESCRIPTION	Amenties block
APPROXIMATE AGE	<2003

### II. Scope of Works

REPORT TYPE	Hazardous Materials Management Register
THE CLIENT	Blue Mountains City Council
AREA COVERED BY THE SCOPE	Amenties block
LEAD SURVEYOR	Luke Trevena
ASSISTANT SURVERYOR	-
INSPECTION DATE	12/09/2022

This Asbestos/Lead Management Plan has been developed by [Blue Mountains City Council](#) and in full accordance with NSW Work Health & Safety Regulation 2017

### III. Risk Category

The asbestos/lead materials identified in this report have been assessed, given a Risk Category as outlined below and must be managed in full accordance with the Asbestos Management Plan.

Risk Category	Control Descriptor
A1	<b>Restrict Access &amp; Remove</b>
	<ul style="list-style-type: none"> <li>Friable or poorly bonded to substrate, located in accessible areas.</li> <li>Severely water damaged or unstable</li> <li>Further damage or deterioration likely</li> <li>Asbestos debris and stored asbestos in reasonably accessible areas</li> </ul>
A2	<b>Enclose, Encapsulate or Seal by Licensed Contractor - Re-Inspect Periodically</b>
	<ul style="list-style-type: none"> <li>Damaged material in reasonably accessible areas</li> <li>Friable or poorly bonded to substrate, with bonding achievable.</li> <li>Possibility of disturbance through contact</li> <li>Possibility of deterioration through weathering</li> </ul>
A3	<b>Remove During Refurbishment or Maintenance. Enclose, Encapsulate or Seal by General Maintenance Contractors, Re-Inspect Periodically</b>
	<ul style="list-style-type: none"> <li>Asbestos debris or stored material in rarely accessed areas</li> <li>Further disturbance or damage unlikely, other than during maintenance or service</li> <li>Asbestos friction materials, gaskets and brake linings</li> </ul>
A4	<b>No remedial Action Re-Inspect Periodically</b>
	<ul style="list-style-type: none"> <li>Firmly bonded to substrate and readily visible for inspection</li> <li>Inaccessible and fully contained</li> <li>Stable and damage unlikely</li> </ul>
A5	No Action Required - No ACM Identified

Should ACM be disturbed, the area must be isolated and an assessment by council's Competent Person or an independent assessment by an Occupational Hygienist or Licensed Asbestos Assessor must be undertaken and may coupled with airborne asbestos air monitoring.

It is expressly prohibited for any person other than a duly authorised Council Employee or engaged contractor to remove, handle, treat, dispose of or disturb ACM on a council owned asset. Should maintenance works be required on ACM or disturbed ACM is identified, then council must be advised immediately on **4780 5000**

### 3. How to use this report

This report is an **Asbestos/Lead Materials Register (ALMR) and Asbestos/Lead Management Plan (ALMP)** for the location specified at Section 2 of this report. It covers the management of Asbestos Containing Materials (ACM), Lead Containing Paint (LCP) and Lead Containing Paint (LCP) which has been identified via an inspection process undertaken by the company detailed in Section 2 and this AMP must be read in conjunction with the above-mentioned ALMR.

The purpose of this ALMP is to ensure full compliance with the legislative and regulatory requirements intrinsic to Asbestos and Lead Management in NSW, including compliance with NSW Code of Practice How to manage and control asbestos in the workplace.

**The person with management or control of the workplace must ensure this ALMR and ALMP is kept at the workplace and be readily accessible.**

**It is a requirement that any activity at this location involving the removal or encapsulation of any material listed in the Asbestos Register is recorded and signed off (Refer to Document Control on Page 2).**

All Asbestos and Lead Related works must be consulted with Council prior to any works being undertaken in order to ensure that the works are completed to a satisfactory standard in accordance with relevant codes, standards and guidelines.

To fulfil WHS obligations and to aid in the identification and management of lead paint and lead containing dust, Blue Mountains City Council has included lead paint/dust in the register.

Any queries regarding the interpretation and/or implementation of this Management Plan should be directed to Council **4780 5000**

### 4. Sampling Methodology

#### Asbestos Containing Materials

Suspected ACM were sampled by surveyor in accordance with AS4964:2004 *Method for the qualitative identification of asbestos in bulk samples*. Where collected, representative samples were placed into clip-lock plastic bags and analysed by an external NATA-accredited laboratory for the presence of asbestos by polarised light microscopy and dispersion staining techniques.

#### Lead Containing Paint

Suspected LCP were sampled by surveyor in accordance with AS/NZS 4361.2:2017 *Guide to hazardous paint management, Part 2: Lead paint in residential, public and commercial buildings*. Where collected, representative samples of paint were placed in a clip-lock plastic bags and then analysed internally, by NATA-accredited laboratory for determination of lead concentration.

## Lead Containing Dust

Where general settled dust suspected of containing lead were identified, samples were collected by surveyor in accordance with AS/NZS4361.2:2017. An area of 100 cm<sup>2</sup> (10 x 10 cm<sup>2</sup>) or 900cm<sup>2</sup> (30 x 30 cm<sup>2</sup>) was marked out using a disposable template. A “Ghost Wipe” was then used to collect the sample. The wipe was placed flat onto the surface in one corner of the area to be sampled and rubbed across the entire area in an 'S' pattern. The wipe was re-folded so that the collected dust was on the inside and again rubbed across the area at 90° to the first 'S'. The wipe was again folded with the dust inside and placed in a clip-lock plastic bag.

Where bulk accumulated dusts suspected of containing lead were identified, samples were collected by surveyor using a metal spatula by scraping approximately 5 g of dust into a clip-lock plastic bag.

All samples were allocated a unique sample identification number and the location noted.

Collected samples were then analysed by an external NATA-accredited laboratory for determination of lead concentration by atomic absorption spectroscopy techniques.

## 5. Asbestos/Lead Materials Register

### EXTERNAL - GF - EXTERIOR CENTRAL WALKWAY

Photo #	REF #	HAZARD	RESULT	SPECIFIC LOCATION	MATERIAL	QUANTITIY	FRIABILITY	OVERALL RISK	ACTION CODE	TIMEFRAME	COMMENTS
1	B17397-S02	Asbestos	No Asbestos identified	Ceiling	Fibre cement	30 m²	Not Applicable	-	A5	N/A	-

### EXTERNAL - GF - EXTERIOR (EAST) AMENITIES

Photo #	REF #	HAZARD	RESULT	SPECIFIC LOCATION	MATERIAL	QUANTITIY	FRIABILITY	OVERALL RISK	ACTION CODE	TIMEFRAME	COMMENTS
2	B1737-S03	Asbestos	No Asbestos identified	Ceiling	Fibre cement	50 m²	Not Applicable	-	A5	N/A	-

### EXTERNAL - GF - EXTERIOR (SOUTH) AMENITIES

Photo #	REF #	HAZARD	RESULT	SPECIFIC LOCATION	MATERIAL	QUANTITIY	FRIABILITY	OVERALL RISK	ACTION CODE	TIMEFRAME	COMMENTS
3	B17397-S04	Asbestos	Chrysotile	Eave linings to south amenities end	Fibre Cement	Approx 10 m²	Non-Friable	Very Low	A4	5 Yearly Reinspection	Accessible to tradespeople.

## EXTERNAL - GF - EXTERIOR (WEST)

## AMENITIES

Photo #	REF #	HAZARD	RESULT	SPECIFIC LOCATION	MATERIAL	QUANTITY	FRIABILITY	OVERALL RISK	ACTION CODE	TIMEFRAME	COMMENTS
4	B17397-S01	Asbestos	Chrysotile	Eave Linings to West Amenities End	Fibre cement	Approx 25 m <sup>2</sup>	Non-Friable	Very Low	A4	5 Yearly Reinspection	Accessible to tradespeople
5	Blaxland Oval33805314NA1	No Access	Presumed to contain asbestos or hazardous materials	Western elevation	-	-	Not Applicable	-	NA	Prior to demolition, refurbishment or operational access	6 electrical boxes

## EXTERNAL - GF - THROUGHOUT

Photo #	REF #	HAZARD	RESULT	SPECIFIC LOCATION	MATERIAL	QUANTITY	FRIABILITY	OVERALL RISK	ACTION CODE	TIMEFRAME	COMMENTS
6	17397-S01	Lead	-	External posts, awning, fascia and windows	Brown - Topcoat	50 m <sup>2</sup>	Not Applicable	-	A5	5 Yearly Reinspection	-

## INTERNAL - GF - FEMALE CHANGEROOM

Photo #	REF #	HAZARD	RESULT	SPECIFIC LOCATION	MATERIAL	QUANTITY	FRIABILITY	OVERALL RISK	ACTION CODE	TIMEFRAME	COMMENTS
7	B17397-S05.3	Asbestos	Chrysotile and AMOSITE	Ceiling	Fibre Cement	20 m <sup>2</sup>	Non-Friable	Very Low	A4	5 Yearly Reinspection	-

### INTERNAL - GF - FEMALE TOILET

Photo #	REF #	HAZARD	RESULT	SPECIFIC LOCATION	MATERIAL	QUANTITIY	FRIABILITY	OVERALL RISK	ACTION CODE	TIMEFRAME	COMMENTS
8	B17397-S05	Asbestos	Chrysotile and AMOSITE	Ceiling	Fibre Cement	Approx 18 m <sup>2</sup>	Non-Friable	Very Low	A3	5 Yearly Reinspection	Accessible to tradespeople.

### INTERNAL - GF - MALE TOILET & CHANGEROOM

Photo #	REF #	HAZARD	RESULT	SPECIFIC LOCATION	MATERIAL	QUANTITIY	FRIABILITY	OVERALL RISK	ACTION CODE	TIMEFRAME	COMMENTS
9	B17397-S05.1	Asbestos	Chrysotile and AMOSITE	Ceiling	Fibre Cement	50 m <sup>2</sup>	Non-Friable	Very Low	A4	5 Yearly Reinspection	-

### INTERNAL - GF - STOREROOM

Photo #	REF #	HAZARD	RESULT	SPECIFIC LOCATION	MATERIAL	QUANTITIY	FRIABILITY	OVERALL RISK	ACTION CODE	TIMEFRAME	COMMENTS
10	B17397-S05.4	Asbestos	Chrysotile and AMOSITE	Ceiling	Fibre Cement	25 m <sup>2</sup>	Non-Friable	Very Low	A4	5 Yearly Reinspection	-
11	B17397S07	Asbestos	Chrysotile Asbestos	Western wall	Bituminous Backing Board	2 Units	Non-Friable	Very Low	A4	5 Yearly Reinspection	-

## 6. Risk Matrix

### IV. Recommendation Action Codes

Following the risk assessment of building materials for asbestos containing material an action score is assigned for recommended best practice to control the risk presented by the material. The action score will be assigned according to the surveyor's assessment of the situation at the time of the survey.

The Overall Risk Assessment Score is a quantitative assessment determined by the sum of the scores based on the material assessment and the likelihood of exposure; i.e. Risk Score = Material Score + Location Score (out of as possible 18).

Overall Risk Assessment Score	Risk Category	Control Descriptor
14-18	A1	<b>Restrict Access &amp; Remove</b>
		<ul style="list-style-type: none"> <li>Friable or poorly bonded to substrate, located in accessible areas.</li> <li>Severely water damaged or unstable</li> <li>Further damage or deterioration likely</li> <li>Asbestos debris and stored asbestos in reasonably accessible areas</li> </ul>
9-13	A2	<b>Enclose, Encapsulate or Seal by Licensed Contractor - Re-Inspect Periodically</b>
		<ul style="list-style-type: none"> <li>Damaged material in reasonably accessible areas</li> <li>Friable or poorly bonded to substrate, with bonding achievable.</li> <li>Possibility of disturbance through contact</li> <li>Possibility of deterioration through weathering</li> </ul>
5-8	A3	<b>Remove During Refurbishment or Maintenance. Enclose, Encapsulate or Seal by General Maintenance Contractors, Re-Inspect Periodically</b>
		<ul style="list-style-type: none"> <li>Asbestos debris or stored material in rarely accessed areas</li> <li>Further disturbance or damage unlikely, other than during maintenance or service</li> <li>Asbestos friction materials, gaskets and brake linings</li> </ul>
0-4	A4	<b>No remedial Action Re-Inspect Periodically</b>
		<ul style="list-style-type: none"> <li>Firmly bonded to substrate and readily visible for inspection</li> <li>Inaccessible and fully contained</li> <li>Stable and damage unlikely</li> </ul>
	A5	No Action Required - No Asbestos/Lead Identified

Table 1 – Risk Scores and action codes

The following hierarchy of controls should be consulted when implementing control measures to eliminate the risks arising from hazardous materials.

- Elimination/removal;
- Isolation/enclosure/sealing;
- Engineering Controls;
- Safe Work Practices (administrative controls); and
- Personal Protective Equipment.

A combination of these controls may be required in order to manage hazardous materials.

In consideration of the Hierarchy of Controls, preferential consideration must be given to removing hazardous materials during renovation, refurbishment and maintenance activities etc. where removal is practicable.

Areas of a workplace that contain ACM including plant, equipment and components should be signposted with appropriate warning signs to ensure that hazardous materials are not unknowingly disturbed without the correct precautions being implemented.

Signage should be placed at all entrances to the work areas where ACM is present and must conform to Australian Standard 1319-1994 *Safety Signs for the Occupational Environment*. The number of labels and the location of signage are to be determined by a competent person and may take into consideration the usage of areas and public access.

## V. Specific Criteria

### Lead Containing Paint

AS/NZS4361.2:2017 defines lead content in excess of 0.1 percent by weight of the dry film determined by laboratory testing to be LCP. Results were expressed in percent weight per weight (%w/w).

### Lead Dust

Lead swab samples were taken in accordance with Section 5.6: Clearance testing and Appendix C: Standard Practice for Determining of Lead in Surface Dust of AS/NZS4361.2-2017 Guide to lead paint management Residential and commercial buildings. This guidance document stipulates the following lead dust loadings for clearance purposes:

- 1mg/m<sup>2</sup> for interior floors
- 5mg/m<sup>2</sup> for interior window sills, and
- 8mg/m<sup>2</sup> for exterior surfaces

Should the area be due for demolition, other avenues of control and remediation can be considered as part of an overall demolition occupational health and safety management plan to reduce the risk to workers without having to achieve the clearance levels above.

## VI. Risk Assessment

The risk assessment is explained, in table 1. The semi-quantitative risk assessment borrows elements from the materials risk assessment documented in HSG264: Asbestos: The survey guide – HSE and the priority risk assessment documented in HSG 227: A comprehensive guide to Managing Asbestos in premises – HSE, providing an element of quantification to the qualitative nature of site risk assessment.

Some of the elements of these well-documented risk assessments have been omitted. Most notably the asbestos type from the materials risk assessment, as all types of asbestos are listed by the International Agency for Research on Cancer (IARC) as Type 1 Carcinogens. In addition note the emittance of the maintenance activity from HSG 277. The reason being that human risk factors associated with maintenance activities are often difficult to assess in-situ and require detailed input from the Person in Control of a Business of Undertaking (PCBU).

The risk assessment then takes into account all other Hazardous materials and utilizes the similar algorithms to create a risk assessment for those materials.

An explanation of the material assessment and likelihood of exposure scores can be found in the further below.

## VII. Materials Assessment

### Product Type

EXAMPLES OF MATERIALS – ASBESTOS	EXAMPLES OF MATERIALS – LEAD	SCORE
Asbestos reinforced composites (plastics, resins, mastics, roofing felts, vinyl floor tiles, semi-rigid paints or decorative finishes, asbestos cement etc)	Lead paint, Lead Compounds/Alloys/Products	1
Asbestos insulating board, mill boards, other low density insulation boards, asbestos textiles, gaskets, ropes and woven textiles, asbestos paper and felt	Lead paint flakes	2
Thermal insulation (eg pipe and boiler lagging), sprayed asbestos, loose asbestos, asbestos mattresses and packing	Lead dust	3

Table 2 - Product Type (or debris)

### Extent of Damage

EXAMPLES OF MATERIALS - ASBESTOS	EXAMPLES OF MATERIALS – LEAD	SCORE
Good condition: no visible damage	Good condition: no visible damage	0
Low damage: a few scratches or surface marks; broken edges on boards, tiles etc	Peeling paint, Large paint flakes	1
Medium damage: significant breakage of materials or several small areas where material has been damaged revealing loose asbestos fibres	Large amounts of fine flaking paint and debris	2
High damage or delamination of materials, sprays and thermal insulation. Visible asbestos debris.	Visible debris, Lead dust	3

Table 3 - Extent of the Damage or Deterioration

### Surface Type

EXAMPLES OF MATERIALS - ASBESTOS	EXAMPLES OF MATERIALS – LEAD	SCORE
Composite materials containing asbestos: reinforced plastics, resins, vinyl tiles	Lead paints <0.1%w/w lead, compounds/alloys/products <0.1%w/w lead	0
Enclosed sprays and lagging, asbestos insulating board (with exposed face painted or encapsulated), asbestos cement sheets etc	Lead paints ≥0.1%w/w and <0.25%w/w lead	1
Unsealed asbestos insulating board, or encapsulated lagging and sprays	Lead paints ≥0.25%w/w and <1.0%w/w, Lead dusts above recommended clearance indicator based on AS/NZS4361.2	2
Unsealed laggings and sprayed asbestos	Lead dusts a multiple of at least 5 times above recommended clearance indicator based on AS/NZS4361.2, Lead paint >1.0%	3

Table 4 - Surface type or treatment

## VIII. Likelihood of Disturbance

### Occupant Activity

EXAMPLE OF OCCUPANT ACTIVITY	SCORE
Rare disturbance activity (eg little used store room)	0
Low disturbance activities (eg office type activity)	1
Moderate disturbance activity (eg industrial or vehicular activity which may cause contact with ACMs)	2
High levels of disturbance, (eg fire door with asbestos insulating board sheet in constant use)	3

Table 5 - Occupant Activity

### Likelihood of Disturbance

FREQUENCY OF DISTURBANCE	SCORE
Usually inaccessible or unlikely to be disturbed	0
Minimal likelihood for disturbance	1

Likely disturbance	2
Frequent disturbance	3

*Table 6 - Likelihood of Disturbance*

#### Human Exposure Potential

FREQUENCY OF HUMAN EXPOSURE POTENTIAL	SCORE
Infrequent	0
Monthly	1
Weekly	2
Daily	3

*Table 7 - Human Exposure Potential*

## Appendix A (Photographs)



External, GF, Exterior central walkway, Ceiling - Fibre cement, No Asbestos identified, B17397-S02



External, GF, Exterior (east) Amenities, Ceiling - Fibre cement, No Asbestos identified, B1737-S03



External, GF, Exterior (south) Amenities, South, Eave linings to south amenities end - Fibre Cement, Chrysotile, B17397-S04



External, GF, Exterior (west) Amenities, Eave Linings to West Amenities End - Fibre cement, Chrysotile, B17397-S01



External, GF, Exterior (west) Amenities, Western elevation - Presumed to contain asbestos or hazardous materials, Blaxland Oval33805314NA1



External, GF, Throughout, External posts, awning, fascia and windows - Brown - Topcoat, 17397-S01



Internal, GF, Female Changeroom, Ceiling - Fibre Cement, Chrysotile and AMOSITE, B17397-S05.3



Internal, GF, Female Changeroom, Ceiling - Fibre Cement, Chrysotile and AMOSITE, B17397-S05.3



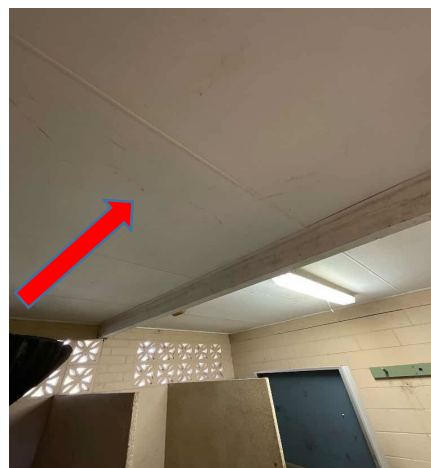
Internal, GF, Female Toilet, Ceiling - Fibre Cement, Chrysotile and AMOSITE, B17397-S05



Internal, GF, Female Toilet, Ceiling - Fibre Cement, Chrysotile and AMOSITE, B17397-S05



Internal, GF, Male Toilet & Changeroom, Ceiling - Fibre Cement, Chrysotile and AMOSITE, B17397-S05.1



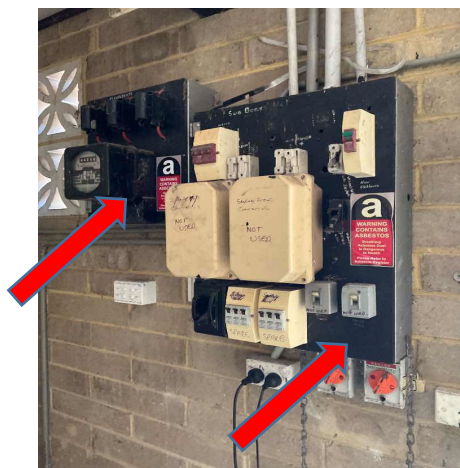
Internal, GF, Male Toilet & Changeroom, Ceiling - Fibre Cement, Chrysotile and AMOSITE, B17397-S05.1



Internal, GF, Storeroom, Ceiling - Fibre Cement, Chrysotile and AMOSITE, B17397-S05.4

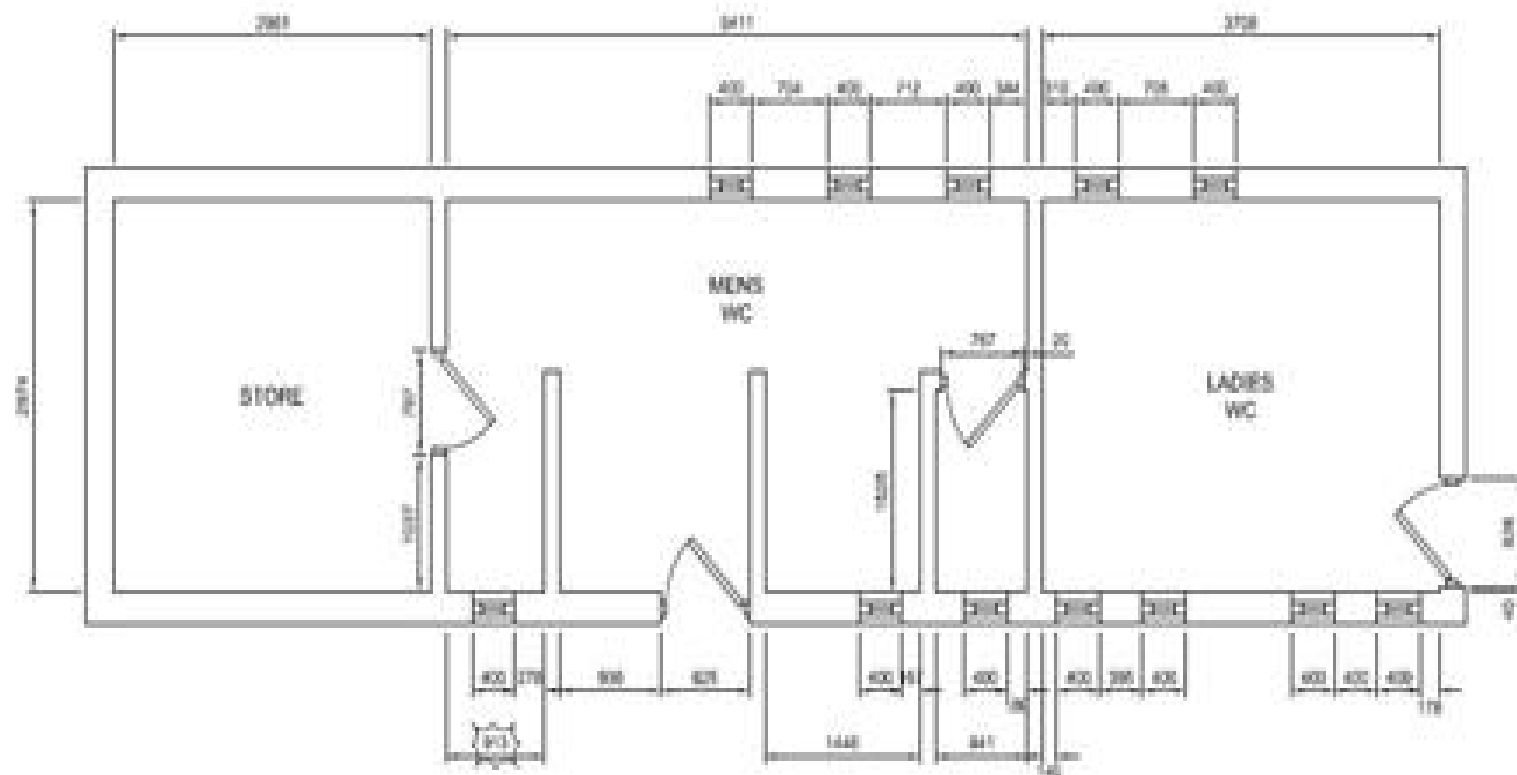


Internal, GF, Storeroom, Ceiling - Fibre Cement, Chrysotile and AMOSITE, B17397-S05.4



Internal, GF, Storeroom, Western wall - Bituminous Backing Board, Chrysotile Asbestos, B17397S07

## Appendix B (Site Plan - Map)



## Appendix C (Analysis Report)



### LABORATORY ANALYSIS REPORT Asbestos Identification Report

**Report No:** B17397-R1 **Report Date:** Tuesday, 12 December 2017  
**Client:** Blue Mountains City Council **Analysed Date:** Tuesday, 12 December 2017  
**Client Address:** 2-6 Civic Place, Katoomba, NSW, 2780 **Laboratory Receival Date:** Monday, 11 December 2017  
**Sampled Date:** Friday, 8 December 2017

**Attention:** Rick Harris **Approved Identifier and Signatory:** Jeffrey Sargent  
**Sampled From:** St Johns Oval Faculties Blaxland - St Johns Road, Blaxland NSW 2774

**Test Method:** Polarised Light Microscopy (PLM) including Dispersion Staining (DS), Regional EnviroScience Pty Ltd in-house laboratory method, in accordance with Australian Standard AS4964-2004 'Method for the qualitative identification of asbestos in bulk samples'. Accredited for compliance with ISO/IEC:17025-Testing.

Sample Number	Sample Location	Sample Description	Sample Size	Asbestos Detected	Fibres Detected
B17397-S1	External - Eave Linings to West	Fibre cement	2.5 gm	Yes	Chrysotile
B17397-S2	External - Walkway Ceiling Lining	Fibre cement	3.4 gm	No	Organic
B17397-S3	External - Awning Linings to West	Fibre cement	1.3 gm	No	Organic
B17397-S4	External - Eave Linings to South Amenities	Fibre cement	1.3 gm	Yes	Chrysotile
B17397-S5	Internal - Female Toilets Ceiling	Fibre cement	0.2 gm	Yes	Chrysotile, Amosite, Organic
B17397-S6	Internal - Storage Room to West Ceiling	Fibre cement	0.7 gm	Yes	Chrysotile, Organic
B17397-S7	Internal - Switchboard on Storage Room Backing	Electrical Board	0.6 gm	Yes	Chrysotile
B17397-S8	Internal - Male Toilets Ceiling	Fibre cement	1.2 gm	Yes	Chrysotile, Organic



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 Maroochydore QLD 4658



Regional  
**EnviroScience**  
Hazardous Materials Laboratory and Consultancy

**LABORATORY ANALYSIS REPORT**  
**Estimation of Airborne Asbestos Fibres**

**Report No:** A17397-R1  
**Client:** Blue Mountains City Council  
**Client Address:** 2-6 Civic Place,  
Katoomba, NSW, 2780

**Report Date:** Monday, 11 December 2017  
**Analysed Date:** Monday, 11 December 2017  
**Laboratory Receival Date:** Monday, 11 December 2017  
**Sampled Date:** Friday, 8 December 2017

**Sampled By:** Nathan Aust  
**Approved Counter and Signatory:** Jeffrey Sargent

**Attention:** Rick Harris  
**Sampled From:** St Johns Oval Facilities Blaxland - St  
Johns Road, Blaxland NSW 2774

**Type of Monitoring:** Background Monitoring

**Test Method:** In accordance with the (NOHSC:3003 (2005) Guidance Note on the Membrane Filter Method for Estimating Airborne Fibres (as outlined in the Laboratory Method Manual). Accredited for compliance with ISO/IEC:17025-Testing.

Sample Number	Sample Location	Time		Flow Rate L/ Min	Results Fibres / Field	Results Fibres / ml
		On	Off			
A17397-S1	External - East 2 Metres of Amenities	0850	1050 120 min	4.0	1 /100	< 0.01
A17397-S2	External - West 1 Metre of Amenities	0851	1051 120 min	4.0	0 /100	< 0.01
A17397-S3	Internal - Women's Toilets	0852	1052 120 min	4.0	2 /100	< 0.01
A17397-S4	Internal - Men's Toilets	0853	1053 120 min	4.0	0 /100	< 0.01



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### **CERTIFICATE OF ANALYSIS 181884**

#### **Client Details**

<b>Client</b>	Regional Enviroscience
<b>Attention</b>	Gemma Murphy
<b>Address</b>	PO Box 1645, Dubbo, NSW, 2830

#### **Sample Details**

<b>Your Reference</b>	<u>17397</u>
<b>Number of Samples</b>	1 Paint
<b>Date samples received</b>	12/12/2017
<b>Date completed instructions received</b>	12/12/2017

#### **Analysis Details**

Please refer to the following pages for results, methodology summary and quality control data.  
 Samples were analysed as received from the client. Results relate specifically to the samples as received.  
 Results are reported on a dry weight basis for solids and on an as received basis for other matrices.

#### **Report Details**

<b>Date results requested by</b>	19/12/2017
<b>Date of Issue</b>	15/12/2017
NATA Accreditation Number 2901. This document shall not be reproduced except in full.	
Accredited for compliance with ISO/IEC 17025 - Testing. <b>Tests not covered by NATA are denoted with *</b>	

**Results Approved By**  
 Long Pham, Team Leader, Metals

**Authorised By**

David Springer, General Manager

Envirolab Reference: 181884  
 Revision No: R00



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**Client Reference: 17397**

Lead in Paint		
Our Reference		181884-1
Your Reference	UNITS	S01
Date Sampled		08/12/2017
Type of sample		Paint
Date prepared	-	14/12/2017
Date analysed	-	14/12/2017
Lead in paint	%w/w	<0.05

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**Client Reference: 17397**

Method ID	Methodology Summary
Metals-004	Digestion of Paint chips/scrapings/liquids for Metals determination by ICP-AES/MS and or CV/AAS.

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**Client Reference: 17397**

QUALITY CONTROL: Lead in Paint					Duplicate				Spike Recovery %	
Test Description	Units	PQL	Method	Blank	#	Base	Dup.	RPD	LCS-1	[NT]
Date prepared	-			14/12/2017	[NT]	[NT]	[NT]	[NT]	14/12/2017	[NT]
Date analysed	-			14/12/2017	[NT]	[NT]	[NT]	[NT]	14/12/2017	[NT]
Lead in paint	%w/w	0.05	Metals-004	<0.05	[NT]	[NT]	[NT]	[NT]	103	[NT]

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Client Reference: 17397

Result Definitions	
<b>NT</b>	Not tested
<b>NA</b>	Test not required
<b>INS</b>	Insufficient sample for this test
<b>PQL</b>	Practical Quantitation Limit
<b>&lt;</b>	Less than
<b>&gt;</b>	Greater than
<b>RPD</b>	Relative Percent Difference
<b>LCS</b>	Laboratory Control Sample
<b>NS</b>	Not specified
<b>NEPM</b>	National Environmental Protection Measure
<b>NR</b>	Not Reported

Quality Control Definitions	
<b>Blank</b>	This is the component of the analytical signal which is not derived from the sample but from reagents, glassware etc, can be determined by processing solvents and reagents in exactly the same manner as for samples.
<b>Duplicate</b>	This is the complete duplicate analysis of a sample from the process batch. If possible, the sample selected should be one where the analyte concentration is easily measurable.
<b>Matrix Spike</b>	A portion of the sample is spiked with a known concentration of target analyte. The purpose of the matrix spike is to monitor the performance of the analytical method used and to determine whether matrix interferences exist.
<b>LCS (Laboratory Control Sample)</b>	This comprises either a standard reference material or a control matrix (such as a blank sand or water) fortified with analytes representative of the analyte class. It is simply a check sample.
<b>Surrogate Spike</b>	Surrogates are known additions to each sample, blank, matrix spike and LCS in a batch, of compounds which are similar to the analyte of interest, however are not expected to be found in real samples.
Australian Drinking Water Guidelines recommend that Thermotolerant Coliform, Faecal Enterococci, & E.Coli levels are less than 1cfu/100mL. The recommended maximums are taken from "Australian Drinking Water Guidelines", published by NHMRC & ARMC 2011.	

Envirolab Reference: 181884  
Revision No: R00

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### Laboratory Acceptance Criteria

Duplicate sample and matrix spike recoveries may not be reported on smaller jobs, however, were analysed at a frequency to meet or exceed NEPM requirements. All samples are tested in batches of 20. The duplicate sample RPD and matrix spike recoveries for the batch were within the laboratory acceptance criteria.

Filters, swabs, wipes, tubes and badges will not have duplicate data as the whole sample is generally extracted during sample extraction.

Spikes for Physical and Aggregate Tests are not applicable.

For VOCs in water samples, three vials are required for duplicate or spike analysis.

Duplicates: <5xPQL - any RPD is acceptable; >5xPQL - 0-50% RPD is acceptable.

Matrix Spikes, LCS and Surrogate recoveries: Generally 70-130% for inorganics/metals; 60-140% for organics (+/-50% surrogates) and 10-140% for labile SVOCs (including labile surrogates), ultra trace organics and speciated phenols is acceptable.

In circumstances where no duplicate and/or sample spike has been reported at 1 in 10 and/or 1 in 20 samples respectively, the sample volume submitted was insufficient in order to satisfy laboratory QA/QC protocols.

When samples are received where certain analytes are outside of recommended technical holding times (THTs), the analysis has proceeded. Where analytes are on the verge of breaching THTs, every effort will be made to analyse within the THT or as soon as practicable.

Where sampling dates are not provided, Envirolab are not in a position to comment on the validity of the analysis where recommended technical holding times may have been breached.

Measurement Uncertainty estimates are available for most tests upon request.

## Inaccessible Areas

The areas detailed below should be assumed to have asbestos present.

Location	Reason
External / GF / Exterior (west) / Amenities / Western elevation	6 electrical boxes

Controls for contaminated dust to be managed in-situ must be applied in these areas, and any vents, cracks or holes that connect the occupied space into the ceiling cavity should be sealed upon identification.

Should hazardous/potentially hazardous materials be identified during renovation and/or demolition activities, material must be sampled for expert identification and further advice.

## 7. Responsibilities

Responsibilities of parties involved in the management of ACM are detailed below. It must be noted that this is not an exhaustive list and reference must be made to pertinent legislation, Codes of Practice and standards identified in **Section 14**.

### IX. Controller of Premises

Under *Work Health and Safety Regulation 2017*, management responsibilities and workplace obligations fall upon the following groups:

- Person in Control of Business or Undertaking (PCBU).
- Person with Management or Control (PWMC).
- Person Carrying out Demolition or Refurbishment Work.

Under the Work Health and Safety Regulations 2017, the above mentioned group must:

- Identify any foreseeable hazard arising from the premises that has the potential to harm the health or safety of any person accessing, using or egressing from the premises.
- Identify hazards arising from the layout and condition of the premises and the presence of materials containing asbestos.
- Ensure that hazards are identified during any design of the premises and before the premises are provided for use as a place of work.
- Assess the risk of harm to the health or safety of any person arising from a hazard.
- Eliminate or control any risk to the health or safety of any persons accessing, using or egressing the premises that arise from the premises.
- Ensure all measures adopted to eliminate or control risks are properly used and maintained.
- Review risk assessments.
- Provide other persons with the information necessary to fulfil their responsibilities in identifying hazards and assessing, eliminating and controlling the associated risks.
- Provide employers with information on foreseeable hazards, assessments of risks that have not been eliminated by the controller, risk control measures and any measures an employer may need to adopt to control risk.

### X. Special Responsibilities - Asbestos

Under the Code of Practice *How to Manage and Control Asbestos in the Workplace 2019* persons with control of premises used as a workplace have a duty of care to:

- Develop, implement and maintain an Asbestos Management Plan.
- Investigate the premises for the presence/possible presence of asbestos containing materials. This responsibility may not be abdicated to the Contractor.
- Develop and maintain a register of identified asbestos containing materials, including details of the location and condition of asbestos materials, risk assessments and control measures.
- Assess the condition of any asbestos containing materials that are found and the associated asbestos risks.
- Develop measures to remove asbestos materials or minimise the risks and prevent exposure.
- Ensure control measures are implemented as soon as possible and are maintained as long as

asbestos materials remain in the workplace.

- Consult with any person who may be affected by the presence of asbestos materials (e.g. building occupants, neighbours and/or all relevant contractors).

The *Work Health and Safety Regulations 2017* and Safe Work Australia Codes of Practice require full consultation, information-sharing and involvement by everyone in the workplace (including employers, workers, contractors and others) throughout the process of identifying asbestos materials, developing an Asbestos Materials Management Plan, assessing risks and developing and implementing control measures.

Under the Code of Practice *How to Safely Remove Asbestos 2019* any person with control who commissions asbestos removal is responsible for the following:

- Ensuring only a trained asbestos removalist carries out the removal of asbestos containing materials.
- Nominating person(s) to liaise with the asbestos removalist.
- Requesting asbestos removal license details from the asbestos removalist if such a license is required for the removal being undertaken.
- Establishing an Asbestos Register before asbestos removal commences.
- Providing the asbestos removalist with a copy of the site Asbestos Register before removal commences.
- Obtain and review SWMS and ARCP if required before asbestos removal takes place.
- Monitoring asbestos controls proposed for the removal are implemented and maintained.
- Obtaining a clearance certificate from an independent competent person or LAA before the asbestos removal area is accessed.

If asbestos containing materials are to be removed, the Code of Practice *How to Safely Remove Asbestos 2019* requires consultation, including employers, workers and contractors at each step of the removal process using established consultative mechanisms. Persons in adjoining properties that might also be affected by the removal must also be consulted.

## XI. Employers

Under the Work Health and Safety Regulations 2017, employers must take reasonable care to identify any foreseeable hazard that may arise from the conduct of the employer's undertaking and that has the potential to harm the health or safety of an employee, or any other person legally at the employer's place of work. In particular the employer must take reasonable care to identify hazards arising from, but not limited to, work practices and work systems, repair, maintenance, dismantling and disposal of plant, hazardous substances and the presence of hazardous materials installed in a place of work, the condition of a place of work and the physical working environment including exposure to a contaminated atmosphere.

An employer must ensure that effective procedures are in place and implemented to identify hazards including, but not limited to, those present immediately prior to using the premises for the first time as a place of work, before and during the installation, erection, commissioning or alteration of plant in a place of work and whilst work is being carried out.

An employer must assess the risk of harm to the health or safety of an employee of the employer, or any other person legally at the employer's place of work, arising from any hazard identified.

An employer must eliminate any reasonably foreseeable risk to the health or safety of an employee of the

employer, or any other person legally at the employer's place of work, that arises from the conduct of the employer's undertaking. If it is not reasonably practicable to eliminate the risk, the employer must control the risk.

An employer must ensure that all measures (including procedures and equipment) that are adopted to eliminate, or control, risks to health and safety are properly used and maintained.

An employer must ensure that each new employee receives induction training that covers, but is not limited to, workplace arrangements for management of occupational health and safety, health and safety procedures relevant to the employee including the use and maintenance of risk control measures, and accessing health and safety information required under the Work Health and Safety Regulations 2017.

Particular provisions also apply to construction processes where hazardous materials exposure may occur and lead processes (refer to the Work Health and Safety Regulations 2017).

## **XII. Employees & Contractors**

Under the Work Health and Safety Regulations 2017, an employee must, while at work, take reasonable care for the health and safety of people who are at the employee's place of work and who may be affected by the employee's acts or omissions at work. An employee must also, while at work, cooperate with his or her employer or other person so far as is necessary to enable compliance with any requirement under the Work Health and Safety Act 2011 or Regulations imposed in the interests of health, safety and welfare on the employer or any other person.

Employees and contractors must not carry out any work that may disturb ACM without referring to the site Asbestos Register and Asbestos Management Plan

## **XIII. Asbestos Consultant**

The Asbestos Consultant is a competent person with appropriate qualifications, training and experience in the identification, assessment and management of asbestos materials.

The Consultant is to act as an independent advisor to the Site Manager and/or Property Owner on issues relating to the identification, assessment, management and control of ACM.

This Consultant's duties may include:

- Inspection, sampling and analysis of suspected asbestos containing materials.
- Assessing the risks posed by the identified asbestos containing materials.
- Developing appropriate procedures and controls for on-site management or removal of asbestos containing materials.
- Providing staff training sessions and/or site induction manuals.
- Preparing a technical specification (i.e. Scope of Works Report or Work Plan) for asbestos containing remediation projects.
- Tendering hazardous materials remediation projects.
- Providing technical supervision and monitoring during asbestos containing remediation.
- Conducting clearance inspections after asbestos remediation.
- Issuing clearance certificates if satisfied the area is safe to reoccupy

- Updating the site's Asbestos Register and Management Plan.

The Consultant is required to hold adequate and appropriate insurances for the work undertaken.

#### **XIV. Asbestos Removalists**

The Asbestos Removalist Contractor must be a competent person with appropriate qualifications, training and experience in remediation of ACM. The Contractor must hold appropriate licenses and adequate insurances for the work undertaken.

The Contractor should complete and sign appropriate Risk Assessments and Safe Work Method Statements prior to work commencing.

All asbestos remediation conducted by the Contractor should comply with the requirements specified in the regulatory framework (refer to Section 12) and the Consultants technical specification (i.e. Scope of Works Report/ Work Plan) for hazardous materials abatement.

The Contractor must develop a site-specific Asbestos Removal Control Plan for licensed asbestos removal work in consultation with their workers and the client before commencing any asbestos removal work. The client should receive a final copy of this plan before work commences.

The asbestos removalist must hold an appropriate asbestos removal license before being permitted to remove asbestos containing material. A Class A (friable) license is required for friable asbestos removal and a Class B (non-friable) license is required for non-friable asbestos removals >10m<sup>2</sup>. The removalist must provide their license details to their clients. Other requirements include:

- For friable asbestos removal, and removal of >10m<sup>2</sup> of non-friable asbestos, confirmation that notification of the removal has been made to SafeWork NSW prior to any work commencing.
- Asbestos removal operatives to complete appropriate Risk Assessments and Safe Work Method Statements prior to work commencing.
- The asbestos removalist to develop a site specific asbestos removal control plan in consultation with their client before commencing any asbestos removal work. The client should receive a final copy of this plan.
- The Asbestos Removalist to ensure the removal is adequately supervised and carried out by only trained workers in a safe manner.

#### **XV. Lead Containing Paint**

- Exposure risk remains for paint below 1% w/w lead content. Disturbing paint with lead content as low as 0.1% w/w requires control measures and personal protective equipment considerations. Further risk assessment required prior to maintenance or refurbishment works.
- If the LCP is flaking or in a poor/unstable condition, repainting is recommended as soon as practicable. The surface may be prepared by using wet sanding techniques. Take care not to generate LCD or contaminate the immediate workplace or environment with water from the wet-sanding process.
- Painting over LCP is a temporary solution limited by the life of the paint. Alternatives to painting or the removal of LCP include encapsulating the paint with other materials.
- LCP in good condition should be left in place, unless major renovation and/or comprehensive refurbishment works are planned.

- Prior to demolition works, LCPs may be disposed of attached to the substrates as long as they are in good condition. If the LCPs are chalking or delaminating, the paint residues should be removed from the substrates in accordance with AS/NZS4361.2:2017 and the waste must be disposed of as a lead containing material in accordance with the NSW Environmental Protection Authority (EPA) requirements.
- An occupational hygienist should be engaged to conduct lead dust air monitoring during major removal works to ensure airborne lead concentrations do not exceed the current occupational exposure standard of 0.15 mg/m<sup>3</sup>.
- Blue Mountains Council Hazardous Materials Team is to be engaged for all lead paint related works and if deemed necessary, a lead abatement contractor will be engaged.

## 8. Awareness & Training

Workers, contractors and any other persons on site who may be exposed to ACM as a result of undertaking activities on the premises must be provided with information on the health and safety consequences of exposure to fibrous materials and appropriate control measures. The provision of this information must be recorded.

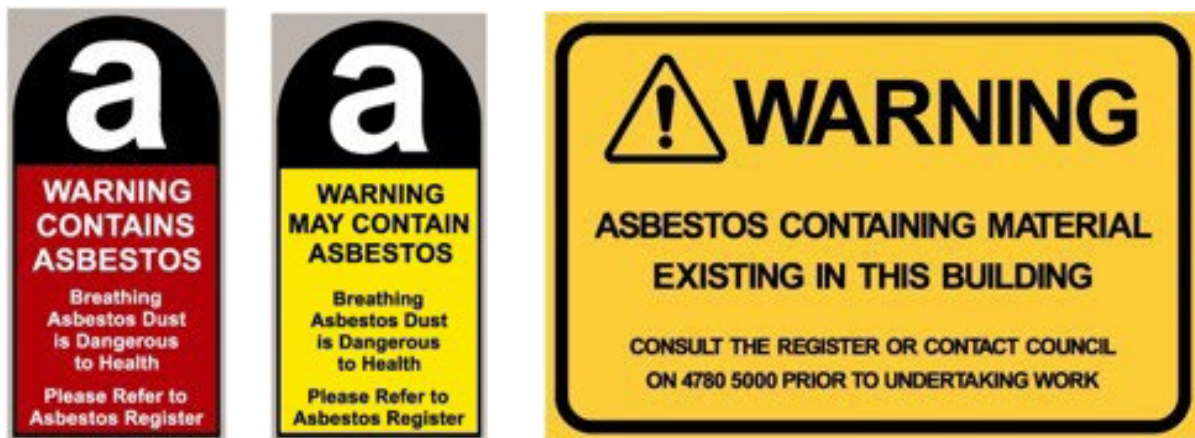
Information and training must be provided to persons who may be involved in asbestos removal work or asbestos related work in the workplace including workers, contractors and others. The training may include the following:

- The purpose of the training.
- The health risks associated with the ACM.
- Types, uses and likely occurrence of ACM in workplace.
- Roles and responsibilities of the trainee under the Asbestos Management Plan.
- Location, access and use of the site Asbestos Register.
- Timetable for removal/remediation of hazardous materials.
- Process and procedures required to eliminate exposure.
- Maintenance and control measures, personal protective equipment and work methods required to minimise hazardous material risk including potential contamination of other areas.
- Control levels and exposure standards for hazardous materials.
- The purpose of any air monitoring or health surveillance undertaken.

## 9. Signage

NSW Work Health and Safety Regulation 2017 R422, R424, R427 and R429 requires that the person with the management control of the workplace to identify asbestos containing materials and the asbestos material that has been identified to date must be labelled and ensure that it complies with the Australian Standard 1319: Safety Signs for the Occupational Environment; signage should be similar to the label detailed below.

Signage should also be placed at the entry points to the building/plant.

*Examples of asbestos signage*

## 10. Review

This Asbestos Management Plan must be reviewed whenever the Asbestos Register is reviewed. These reviews must assess all asbestos material management processes and their effectiveness.

The site Asbestos Register, including any risk assessments, must be reviewed every 5 years from date of creation or earlier where a risk assessment indicates the need or ACM has been removed and/or disturbed. Visual inspection of asbestos materials must be included in any review of the Asbestos Register.

Risk assessments should be reviewed regularly in accordance with pertinent legislation and regulation and whenever:

- there is evidence that a risk assessment is no longer valid;
- there is evidence that control measures are not effective;
- a significant change is proposed for the workplace or work practices/procedures relevant to the risk assessment;
- there is a change in the condition of the ACM; and
- ACM has been removed, enclosed or sealed.

Only competent persons may perform and revise risk assessments. A provisional timetable for review of risk assessments, the site Asbestos Register and Management Plan is outlined within the document control section of this Asbestos Management Plan.

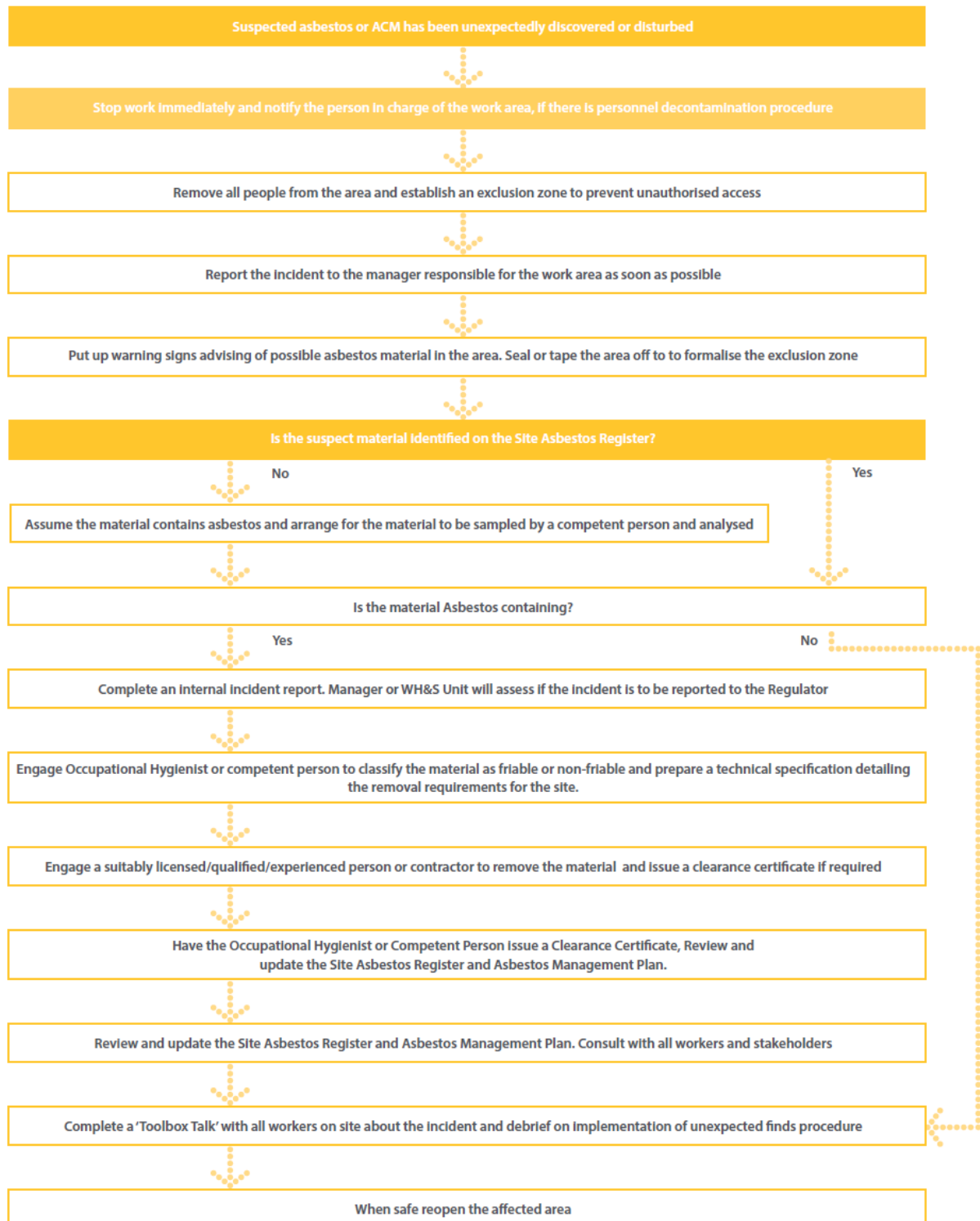
## 11. Emergency Procedures

If known or suspected ACM is damaged or otherwise disturbed, the workflow in Figure 1 Emergency Procedures Chart must be consulted

In summary, the procedure is:

- stop work immediately,
- minimise the spread of contamination to other areas,
- keep risk of exposure as low as possible, and
- immediately report incident to Council on (Insert Council Number here)

Figure 1 – Emergency Procedures Chart



## 12. Legislation, Codes & Standards

Workplace Health and Safety in NSW is regulated under the *Work Health and Safety Act 2011* and *Work Health and Safety Regulations 2017*. In addition, a number of related Codes of Practice, Standards and guidelines pertain to the management of asbestos materials.

### XVI. Legislation

- Work Health and Safety (WHS) Act NSW (2011 [reviewed 2016]).
- WHS Regulation NSW 2017.
- Ozone Protection and Synthetic Greenhouse Gas Management Regulations NSW (1996 [amended 2016]).
- NSW Protection of the Environment Operations Act (1997).

### XVII. Code of Practice

- Safework NSW (2019), How to Manage and Control Asbestos in the Workplace: Code of Practice.
- Safework NSW (2019), How to Safely Remove Asbestos: Code of Practice.

### XVIII. Standards

- AS/NZS4361.2 (2017) Guide to Lead Paint Management, Part 2: Residential and Commercial Buildings.
- National Occupational Health and Safety Commission (NOHSC):1012 (1994), National Standard for the Control of Inorganic Lead at Work.
- AS 1319 (1994). Safety Signs for the Occupational Environment.
- AS/New Zealand Standard (NZS) 1716 (2003), Respiratory Protective Devices.
- AS/NZS 1715 (2009), Selection, Use and Maintenance of Respiratory Protective Devices.
- Australian Commonwealth Government. (2015). Standard for the Uniform Scheduling of Medicines and Poisons, Section Seven/Appendix I: Paints or Tinters.
- Australian Standard (AS) 4964 (2004) Method for the qualitative identification of asbestos in bulk samples.
- Guidance note on the membrane filter method for estimating airborne asbestos fibres 2nd Edition [NOHSC: 3003(2005)].

## 13. Terms & Definitions

Term	Definition
Airborne asbestos	Fibres of asbestos small enough to be made airborne
ALMP	Asbestos/Lead Management Plan
Asbestos	The asbestiform varieties of mineral silicates belonging to the serpentine or amphibole groups of rock-forming minerals, including actinolite asbestos, grunerite (or Amosite) asbestos (brown), anthophyllite asbestos, chrysotile asbestos (white), crocidolite asbestos (blue) and tremolite asbestos
Asbestos Containing Material (ACM)	Any material or product containing asbestos
Asbestos-Contaminated Dust or Debris (ACD)	Dust or debris that has settled within a workplace and is (or assumed to be) contaminated with asbestos.
Asbestos-Related work	Any work involving the removal or other disturbance of ACM
Asbestos Removalist	A person conducting a business or undertaking who carries out asbestos removal work
Asbestos Removal Work	Work involving the removal of asbestos containing materials (ACM)
Competent Person	A person who has acquired, through training, qualification or experience, the knowledge and skills to carry out specific tasks.
Duty Holder	A person who has a duty in relation to a matter under the <i>NSW Work Health and Safety Act 2011</i>
In-Situ Asbestos	Asbestos or ACM fixed or installed in a structure, equipment or plant but does not include naturally occurring asbestos.
Friable Asbestos	ACM that may readily be crumbled, pulverised or reduced to a form where fibres may be freely released
Licensed Asbestos Removal Work	Asbestos removal work carried out by a Class A or Class B licensed asbestos removalist
Non-Friable Asbestos	Material containing asbestos that is not friable asbestos, including material containing asbestos fibres reinforced with a bonding compound
NSW WHS Regulations	<i>NSW Work Health and Safety Regulations 2011</i>
PPE	Personal Protective Equipment
RPE	Respiratory Protective Equipment
RTO	Registered Training Organisation
SOP	Safe Operating Practice
Worker	People conducting work associated with council including employees, contractors, consultants, and volunteers (as defined by clause 7 of the <i>NSW WHS Act 2011</i> )
WHS	Work Health and Safety



# Asbestos Register

**Blue Mountains City Council maintains asbestos registers (“registers”) and asbestos management plans (“plans”) relating to each of the buildings owned or occupied by the Council. The registers and plans record information about the existence and location of any known or presumed asbestos containing materials (“ACM”) within those buildings.**

The Council’s governing body has adopted the Council’s corporate [asbestos-registers] Asbestos Policy, which is available on our website.

The registers and plans are in two forms. First, the Council maintains a corporate asbestos register and a corporate asbestos management plan. Second, the Council has prepared individual registers and individual plans for each building that contains or may contain ACM. Hardcopies of those individual registers and plans are held in the building concerned.

Whenever work is carried out on a Council building the hardcopy register and the hardcopy plan are each amended by hand, as required. This action ensures that Council employees or contractors who work from time to time within that building have access to accurate information about the ACM that it contains or may contain.

The electronic versions of each of the corporate plans and registers, and of the plans and registers for individual buildings, are periodically updated. However, the key documents are the hardcopy registers and the hardcopy plans for each building which must be inspected before any work is carried out on that building.

## NOTES:

- (1) The Council’s electronic registers and plans are valid as dated, and ARE NOT to be relied upon as definitive records and ARE NOT to be used for reference purposes for any construction, demolition, maintenance or any other onsite works. IN ALL CASES, the onsite hardcopy building specific asbestos register and building specific asbestos management plan MUST BE CONSULTED prior to the commencement of physical works on the building concerned. While the electronic versions of the Council’s registers and plans provide guidance concerning the presence or possible presence of ACM it is the onsite hardcopy registers and plans which will remain up to date.
- (2) The Council’s electronic registers and plans relate to Council owned or managed buildings. The electronic registers and plans do not relate to structures (such as picnic shelters, bus shelters and other freestanding structures). Before any work is carried out on such structures the Council’s Hazardous Materials Team (“HMT”) MUST BE CONSULTED. The HMT may be contacted at [council@bmcc.nsw.gov.au](mailto:council@bmcc.nsw.gov.au). The HMT will provide information concerning any ACM that may be present in the structure concerned.

**Further information:** Further information on safe asbestos management may be obtained by contacting Councils Hazardous Materials Team at [council@bmcc.nsw.gov.au](mailto:council@bmcc.nsw.gov.au).



Blaxland Oval - Toilet block

# **Asbestos/Lead Register & Management Plan**

## Asbestos Register/Lead and Management Plan

Policy Ref. No:	25132	Staff Consultative Committee Endorsement Date:	N/A
HPE Record No:		Meeting Date:	N/A
Distribution:	Insite Delivery/Online	Endorsement Date:	ELT Meeting Date
Status:	Approved		
Scope:	Tenants, Facility Users, Community	Governing Policy:	Asbestos Policy
Lifespan:	5 years or following legislative change	Responsible Directorate/Group:	Economy Place & Infrastructure/Property and Commercial Services
Next review:	5 years from adoption	Contact Position:	Program Leader Hazardous Materials Team

### DOCUMENT CONTROL

DOCUMENT NO.	DATA ENTRY		APPROVED & AUTHORISED	
	DATE	PERSONNEL	DATE	PERSONNEL
Blaxland Oval33805120 92022HMMR	12/09/2022	Luke Trevena	5/10/2022	Jason Adams

### PREVIOUS DOCUMENTATION

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## 1. Executive Summary

Blue Mountains City Council conducted Hazardous Materials Management Register for the workplace located at 12-30 Saint Johns Rd Blaxland NSW 2774.

The inspection was conducted on 12/09/2022, and the following items were identified:

NO ASBESTOS DETECTED

No asbestos was identified at this inspection.

NO LEAD PAINT DETECTED

No lead based paints were identified at this inspection.

## 2. Introduction

### I. Building Information

ASSET #	33805
WORKPLACE NAME	Toilet block
WORKPLACE ADDRESS	12-30 Saint Johns Rd Blaxland NSW 2774
WORKPLACE DESCRIPTION	Childrens playground adjacent clubhouse
APPROXIMATE AGE	2021

### II. Scope of Works

REPORT TYPE	Hazardous Materials Management Register
THE CLIENT	Blue Mountains City Council
AREA COVERED BY THE SCOPE	.
LEAD SURVEYOR	Luke Trevena
ASSISTANT SURVERYOR	
INSPECTION DATE	12/09/2022

This Asbestos/Lead Management Plan has been developed by [Blue Mountains City Council](#) and in full accordance with NSW Work Health & Safety Regulation 2017

### III. Risk Category

The asbestos/lead materials identified in this report have been assessed, given a Risk Category as outlined below and must be managed in full accordance with the Asbestos Management Plan.

Risk Category	Control Descriptor
A1	<b>Restrict Access &amp; Remove</b>
	<ul style="list-style-type: none"> <li>Friable or poorly bonded to substrate, located in accessible areas.</li> <li>Severely water damaged or unstable</li> <li>Further damage or deterioration likely</li> <li>Asbestos debris and stored asbestos in reasonably accessible areas</li> </ul>
A2	<b>Enclose, Encapsulate or Seal by Licensed Contractor - Re-Inspect Periodically</b>
	<ul style="list-style-type: none"> <li>Damaged material in reasonably accessible areas</li> <li>Friable or poorly bonded to substrate, with bonding achievable.</li> <li>Possibility of disturbance through contact</li> <li>Possibility of deterioration through weathering</li> </ul>
A3	<b>Remove During Refurbishment or Maintenance. Enclose, Encapsulate or Seal by General Maintenance Contractors, Re-Inspect Periodically</b>
	<ul style="list-style-type: none"> <li>Asbestos debris or stored material in rarely accessed areas</li> <li>Further disturbance or damage unlikely, other than during maintenance or service</li> <li>Asbestos friction materials, gaskets and brake linings</li> </ul>
A4	<b>No remedial Action Re-Inspect Periodically</b>
	<ul style="list-style-type: none"> <li>Firmly bonded to substrate and readily visible for inspection</li> <li>Inaccessible and fully contained</li> <li>Stable and damage unlikely</li> </ul>
A5	No Action Required - No ACM Identified

Should ACM be disturbed, the area must be isolated and an assessment by council's Competent Person or an independent assessment by an Occupational Hygienist or Licensed Asbestos Assessor must be undertaken and may coupled with airborne asbestos air monitoring.

It is expressly prohibited for any person other than a duly authorised Council Employee or engaged contractor to remove, handle, treat, dispose of or disturb ACM on a council owned asset. Should maintenance works be required on ACM or disturbed ACM is identified, then council must be advised immediately on **4780 5000**

### 3. How to use this report

This report is an **Asbestos/Lead Materials Register (ALMR) and Asbestos/Lead Management Plan (ALMP)** for the location specified at Section 2 of this report. It covers the management of Asbestos Containing Materials (ACM), Lead Containing Paint (LCP) and Lead Containing Paint (LCP) which has been identified via an inspection process undertaken by the company detailed in Section 2 and this AMP must be read in conjunction with the above-mentioned ALMR.

The purpose of this ALMP is to ensure full compliance with the legislative and regulatory requirements intrinsic to Asbestos and Lead Management in NSW, including compliance with NSW Code of Practice How to manage and control asbestos in the workplace.

**The person with management or control of the workplace must ensure this ALMR and ALMP is kept at the workplace and be readily accessible.**

**It is a requirement that any activity at this location involving the removal or encapsulation of any material listed in the Asbestos Register is recorded and signed off (Refer to Document Control on Page 2).**

All Asbestos and Lead Related works must be consulted with Council prior to any works being undertaken in order to ensure that the works are completed to a satisfactory standard in accordance with relevant codes, standards and guidelines.

To fulfil WHS obligations and to aid in the identification and management of lead paint and lead containing dust, Blue Mountains City Council has included lead paint/dust in the register.

Any queries regarding the interpretation and/or implementation of this Management Plan should be directed to Council **4780 5000**

### 4. Sampling Methodology

#### Asbestos Containing Materials

Suspected ACM were sampled by surveyor in accordance with AS4964:2004 *Method for the qualitative identification of asbestos in bulk samples*. Where collected, representative samples were placed into clip-lock plastic bags and analysed by an external NATA-accredited laboratory for the presence of asbestos by polarised light microscopy and dispersion staining techniques.

#### Lead Containing Paint

Suspected LCP were sampled by surveyor in accordance with AS/NZS 4361.2:2017 *Guide to hazardous paint management, Part 2: Lead paint in residential, public and commercial buildings*. Where collected, representative samples of paint were placed in a clip-lock plastic bags and then analysed internally, by NATA-accredited laboratory for determination of lead concentration.

## Lead Containing Dust

Where general settled dust suspected of containing lead were identified, samples were collected by surveyor in accordance with AS/NZS4361.2:2017. An area of 100 cm<sup>2</sup> (10 x 10 cm<sup>2</sup>) or 900cm<sup>2</sup> (30 x 30 cm<sup>2</sup>) was marked out using a disposable template. A “Ghost Wipe” was then used to collect the sample. The wipe was placed flat onto the surface in one corner of the area to be sampled and rubbed across the entire area in an 'S' pattern. The wipe was re-folded so that the collected dust was on the inside and again rubbed across the area at 90° to the first 'S'. The wipe was again folded with the dust inside and placed in a clip-lock plastic bag.

Where bulk accumulated dusts suspected of containing lead were identified, samples were collected by surveyor using a metal spatula by scraping approximately 5 g of dust into a clip-lock plastic bag.

All samples were allocated a unique sample identification number and the location noted.

Collected samples were then analysed by an external NATA-accredited laboratory for determination of lead concentration by atomic absorption spectroscopy techniques.

5. Asbestos/Lead Materials Register

#	REF #	HAZARD	RESULT	SPECIFIC LOCATION	MATERIAL	QUANTITIY	FRIABILITY	OVERALL RISK	ACTION CODE	TIMEFRAME	COMMENTS
1	No Asbestos/Lead Paint Materials suspected - New building.										

## 6. Risk Matrix

### IV. Recommendation Action Codes

Following the risk assessment of building materials for asbestos containing material an action score is assigned for recommended best practice to control the risk presented by the material. The action score will be assigned according to the surveyor's assessment of the situation at the time of the survey.

The Overall Risk Assessment Score is a quantitative assessment determined by the sum of the scores based on the material assessment and the likelihood of exposure; i.e. Risk Score = Material Score + Location Score (out of as possible 18).

Overall Risk Assessment Score	Risk Category	Control Descriptor
14-18	A1	<b>Restrict Access &amp; Remove</b>
		<ul style="list-style-type: none"> <li>Friable or poorly bonded to substrate, located in accessible areas.</li> <li>Severely water damaged or unstable</li> <li>Further damage or deterioration likely</li> <li>Asbestos debris and stored asbestos in reasonably accessible areas</li> </ul>
9-13	A2	<b>Enclose, Encapsulate or Seal by Licensed Contractor - Re-Inspect Periodically</b>
		<ul style="list-style-type: none"> <li>Damaged material in reasonably accessible areas</li> <li>Friable or poorly bonded to substrate, with bonding achievable.</li> <li>Possibility of disturbance through contact</li> <li>Possibility of deterioration through weathering</li> </ul>
5-8	A3	<b>Remove During Refurbishment or Maintenance. Enclose, Encapsulate or Seal by General Maintenance Contractors, Re-Inspect Periodically</b>
		<ul style="list-style-type: none"> <li>Asbestos debris or stored material in rarely accessed areas</li> <li>Further disturbance or damage unlikely, other than during maintenance or service</li> <li>Asbestos friction materials, gaskets and brake linings</li> </ul>
0-4	A4	<b>No remedial Action Re-Inspect Periodically</b>
		<ul style="list-style-type: none"> <li>Firmly bonded to substrate and readily visible for inspection</li> <li>Inaccessible and fully contained</li> <li>Stable and damage unlikely</li> </ul>
	A5	No Action Required - No Asbestos/Lead Identified

Table 1 – Risk Scores and action codes

The following hierarchy of controls should be consulted when implementing control measures to eliminate the risks arising from hazardous materials.

- Elimination/removal;
- Isolation/enclosure/sealing;
- Engineering Controls;
- Safe Work Practices (administrative controls); and
- Personal Protective Equipment.

A combination of these controls may be required in order to manage hazardous materials.

In consideration of the Hierarchy of Controls, preferential consideration must be given to removing hazardous materials during renovation, refurbishment and maintenance activities etc. where removal is practicable.

Areas of a workplace that contain ACM including plant, equipment and components should be signposted with appropriate warning signs to ensure that hazardous materials are not unknowingly disturbed without the correct precautions being implemented.

Signage should be placed at all entrances to the work areas where ACM is present and must conform to Australian Standard 1319-1994 *Safety Signs for the Occupational Environment*. The number of labels and the location of signage are to be determined by a competent person and may take into consideration the usage of areas and public access.

## V. Specific Criteria

### Lead Containing Paint

AS/NZS4361.2:2017 defines lead content in excess of 0.1 percent by weight of the dry film determined by laboratory testing to be LCP. Results were expressed in percent weight per weight (%w/w).

### Lead Dust

Lead swab samples were taken in accordance with Section 5.6: Clearance testing and Appendix C: Standard Practice for Determining of Lead in Surface Dust of AS/NZS4361.2-2017 Guide to lead paint management Residential and commercial buildings. This guidance document stipulates the following lead dust loadings for clearance purposes:

- 1mg/m<sup>2</sup> for interior floors
- 5mg/m<sup>2</sup> for interior window sills, and
- 8mg/m<sup>2</sup> for exterior surfaces

Should the area be due for demolition, other avenues of control and remediation can be considered as part of an overall demolition occupational health and safety management plan to reduce the risk to workers without having to achieve the clearance levels above.

## VI. Risk Assessment

The risk assessment is explained, in table 1. The semi-quantitative risk assessment borrows elements from the materials risk assessment documented in HSG264: Asbestos: The survey guide – HSE and the priority risk assessment documented in HSG 227: A comprehensive guide to Managing Asbestos in premises – HSE, providing an element of quantification to the qualitative nature of site risk assessment.

Some of the elements of these well-documented risk assessments have been omitted. Most notably the asbestos type from the materials risk assessment, as all types of asbestos are listed by the International Agency for Research on Cancer (IARC) as Type 1 Carcinogens. In addition note the emittance of the maintenance activity from HSG 277. The reason being that human risk factors associated with maintenance activities are often difficult to assess in-situ and require detailed input from the Person in Control of a Business of Undertaking (PCBU).

The risk assessment then takes into account all other Hazardous materials and utilizes the similar algorithms to create a risk assessment for those materials.

An explanation of the material assessment and likelihood of exposure scores can be found in the further below.

## VII. Materials Assessment

### Product Type

EXAMPLES OF MATERIALS – ASBESTOS	EXAMPLES OF MATERIALS – LEAD	SCORE
Asbestos reinforced composites (plastics, resins, mastics, roofing felts, vinyl floor tiles, semi-rigid paints or decorative finishes, asbestos cement etc)	Lead paint, Lead Compounds/Alloys/Products	1
Asbestos insulating board, mill boards, other low density insulation boards, asbestos textiles, gaskets, ropes and woven textiles, asbestos paper and felt	Lead paint flakes	2
Thermal insulation (eg pipe and boiler lagging), sprayed asbestos, loose asbestos, asbestos mattresses and packing	Lead dust	3

Table 2 - Product Type (or debris)

### Extent of Damage

EXAMPLES OF MATERIALS - ASBESTOS	EXAMPLES OF MATERIALS – LEAD	SCORE
Good condition: no visible damage	Good condition: no visible damage	0
Low damage: a few scratches or surface marks; broken edges on boards, tiles etc	Peeling paint, Large paint flakes	1
Medium damage: significant breakage of materials or several small areas where material has been damaged revealing loose asbestos fibres	Large amounts of fine flaking paint and debris	2
High damage or delamination of materials, sprays and thermal insulation. Visible asbestos debris.	Visible debris, Lead dust	3

Table 3 - Extent of the Damage or Deterioration

### Surface Type

EXAMPLES OF MATERIALS - ASBESTOS	EXAMPLES OF MATERIALS – LEAD	SCORE
Composite materials containing asbestos: reinforced plastics, resins, vinyl tiles	Lead paints <0.1%w/w lead, compounds/alloys/products <0.1%w/w lead	0
Enclosed sprays and lagging, asbestos insulating board (with exposed face painted or encapsulated), asbestos cement sheets etc	Lead paints ≥0.1%w/w and <0.25%w/w lead	1
Unsealed asbestos insulating board, or encapsulated lagging and sprays	Lead paints ≥0.25%w/w and <1.0%w/w, Lead dusts above recommended clearance indicator based on AS/NZS4361.2	2
Unsealed laggings and sprayed asbestos	Lead dusts a multiple of at least 5 times above recommended clearance indicator based on AS/NZS4361.2, Lead paint >1.0%	3

Table 4 - Surface type or treatment

## VIII. Likelihood of Disturbance

### Occupant Activity

EXAMPLE OF OCCUPANT ACTIVITY	SCORE
Rare disturbance activity (eg little used store room)	0
Low disturbance activities (eg office type activity)	1
Moderate disturbance activity (eg industrial or vehicular activity which may cause contact with ACMs)	2
High levels of disturbance, (eg fire door with asbestos insulating board sheet in constant use)	3

Table 5 - Occupant Activity

### Likelihood of Disturbance

FREQUENCY OF DISTURBANCE	SCORE
Usually inaccessible or unlikely to be disturbed	0
Minimal likelihood for disturbance	1

Likely disturbance	2
Frequent disturbance	3

*Table 6 - Likelihood of Disturbance*

#### Human Exposure Potential

FREQUENCY OF HUMAN EXPOSURE POTENTIAL	SCORE
Infrequent	0
Monthly	1
Weekly	2
Daily	3

*Table 7 - Human Exposure Potential*

## Appendix A (Photographs)



## Appendix B (Site Plan - Map)



## Appendix C (Analysis Report)

- No Samples Taken

## Inaccessible Areas

The areas detailed below should be assumed to have asbestos present.

- No asbestos suspected – New building.

Controls for contaminated dust to be managed in-situ must be applied in these areas, and any vents, cracks or holes that connect the occupied space into the ceiling cavity should be sealed upon identification.

Should hazardous/potentially hazardous materials be identified during renovation and/or demolition activities, material must be sampled for expert identification and further advice.

## 7. Responsibilities

Responsibilities of parties involved in the management of ACM are detailed below. It must be noted that this is not an exhaustive list and reference must be made to pertinent legislation, Codes of Practice and standards identified in **Section 14**.

### IX. Controller of Premises

Under *Work Health and Safety Regulation 2017*, management responsibilities and workplace obligations fall upon the following groups:

- Person in Control of Business or Undertaking (PCBU).
- Person with Management or Control (PWMC).
- Person Carrying out Demolition or Refurbishment Work.

Under the Work Health and Safety Regulations 2017, the above mentioned group must:

- Identify any foreseeable hazard arising from the premises that has the potential to harm the health or safety of any person accessing, using or egressing from the premises.
- Identify hazards arising from the layout and condition of the premises and the presence of materials containing asbestos.
- Ensure that hazards are identified during any design of the premises and before the premises are provided for use as a place of work.
- Assess the risk of harm to the health or safety of any person arising from a hazard.
- Eliminate or control any risk to the health or safety of any persons accessing, using or egressing the premises that arise from the premises.
- Ensure all measures adopted to eliminate or control risks are properly used and maintained.
- Review risk assessments.
- Provide other persons with the information necessary to fulfil their responsibilities in identifying hazards and assessing, eliminating and controlling the associated risks.
- Provide employers with information on foreseeable hazards, assessments of risks that have not been eliminated by the controller, risk control measures and any measures an employer may need to adopt to control risk.

### X. Special Responsibilities - Asbestos

Under the Code of Practice *How to Manage and Control Asbestos in the Workplace 2019* persons with control of premises used as a workplace have a duty of care to:

- Develop, implement and maintain an Asbestos Management Plan.
- Investigate the premises for the presence/possible presence of asbestos containing materials. This responsibility may not be abdicated to the Contractor.
- Develop and maintain a register of identified asbestos containing materials, including details of the location and condition of asbestos materials, risk assessments and control measures.
- Assess the condition of any asbestos containing materials that are found and the associated asbestos risks.
- Develop measures to remove asbestos materials or minimise the risks and prevent exposure.
- Ensure control measures are implemented as soon as possible and are maintained as long as

asbestos materials remain in the workplace.

- Consult with any person who may be affected by the presence of asbestos materials (e.g. building occupants, neighbours and/or all relevant contractors).

The *Work Health and Safety Regulations 2017* and Safe Work Australia Codes of Practice require full consultation, information-sharing and involvement by everyone in the workplace (including employers, workers, contractors and others) throughout the process of identifying asbestos materials, developing an Asbestos Materials Management Plan, assessing risks and developing and implementing control measures.

Under the Code of Practice *How to Safely Remove Asbestos 2019* any person with control who commissions asbestos removal is responsible for the following:

- Ensuring only a trained asbestos removalist carries out the removal of asbestos containing materials.
- Nominating person(s) to liaise with the asbestos removalist.
- Requesting asbestos removal license details from the asbestos removalist if such a license is required for the removal being undertaken.
- Establishing an Asbestos Register before asbestos removal commences.
- Providing the asbestos removalist with a copy of the site Asbestos Register before removal commences.
- Obtain and review SWMS and ARCP if required before asbestos removal takes place.
- Monitoring asbestos controls proposed for the removal are implemented and maintained.
- Obtaining a clearance certificate from an independent competent person or LAA before the asbestos removal area is accessed.

If asbestos containing materials are to be removed, the Code of Practice *How to Safely Remove Asbestos 2019* requires consultation, including employers, workers and contractors at each step of the removal process using established consultative mechanisms. Persons in adjoining properties that might also be affected by the removal must also be consulted.

## **XI. Employers**

Under the Work Health and Safety Regulations 2017, employers must take reasonable care to identify any foreseeable hazard that may arise from the conduct of the employer's undertaking and that has the potential to harm the health or safety of an employee, or any other person legally at the employer's place of work. In particular the employer must take reasonable care to identify hazards arising from, but not limited to, work practices and work systems, repair, maintenance, dismantling and disposal of plant, hazardous substances and the presence of hazardous materials installed in a place of work, the condition of a place of work and the physical working environment including exposure to a contaminated atmosphere.

An employer must ensure that effective procedures are in place and implemented to identify hazards including, but not limited to, those present immediately prior to using the premises for the first time as a place of work, before and during the installation, erection, commissioning or alteration of plant in a place of work and whilst work is being carried out.

An employer must assess the risk of harm to the health or safety of an employee of the employer, or any other person legally at the employer's place of work, arising from any hazard identified.

An employer must eliminate any reasonably foreseeable risk to the health or safety of an employee of the

employer, or any other person legally at the employer's place of work, that arises from the conduct of the employer's undertaking. If it is not reasonably practicable to eliminate the risk, the employer must control the risk.

An employer must ensure that all measures (including procedures and equipment) that are adopted to eliminate, or control, risks to health and safety are properly used and maintained.

An employer must ensure that each new employee receives induction training that covers, but is not limited to, workplace arrangements for management of occupational health and safety, health and safety procedures relevant to the employee including the use and maintenance of risk control measures, and accessing health and safety information required under the Work Health and Safety Regulations 2017.

Particular provisions also apply to construction processes where hazardous materials exposure may occur and lead processes (refer to the Work Health and Safety Regulations 2017).

## **XII. Employees & Contractors**

Under the Work Health and Safety Regulations 2017, an employee must, while at work, take reasonable care for the health and safety of people who are at the employee's place of work and who may be affected by the employee's acts or omissions at work. An employee must also, while at work, cooperate with his or her employer or other person so far as is necessary to enable compliance with any requirement under the Work Health and Safety Act 2011 or Regulations imposed in the interests of health, safety and welfare on the employer or any other person.

Employees and contractors must not carry out any work that may disturb ACM without referring to the site Asbestos Register and Asbestos Management Plan

## **XIII. Asbestos Consultant**

The Asbestos Consultant is a competent person with appropriate qualifications, training and experience in the identification, assessment and management of asbestos materials.

The Consultant is to act as an independent advisor to the Site Manager and/or Property Owner on issues relating to the identification, assessment, management and control of ACM.

This Consultant's duties may include:

- Inspection, sampling and analysis of suspected asbestos containing materials.
- Assessing the risks posed by the identified asbestos containing materials.
- Developing appropriate procedures and controls for on-site management or removal of asbestos containing materials.
- Providing staff training sessions and/or site induction manuals.
- Preparing a technical specification (i.e. Scope of Works Report or Work Plan) for asbestos containing remediation projects.
- Tendering hazardous materials remediation projects.
- Providing technical supervision and monitoring during asbestos containing remediation.
- Conducting clearance inspections after asbestos remediation.
- Issuing clearance certificates if satisfied the area is safe to reoccupy

- Updating the site's Asbestos Register and Management Plan.

The Consultant is required to hold adequate and appropriate insurances for the work undertaken.

#### **XIV. Asbestos Removalists**

The Asbestos Removalist Contractor must be a competent person with appropriate qualifications, training and experience in remediation of ACM. The Contractor must hold appropriate licenses and adequate insurances for the work undertaken.

The Contractor should complete and sign appropriate Risk Assessments and Safe Work Method Statements prior to work commencing.

All asbestos remediation conducted by the Contractor should comply with the requirements specified in the regulatory framework (refer to Section 12) and the Consultants technical specification (i.e. Scope of Works Report/ Work Plan) for hazardous materials abatement.

The Contractor must develop a site-specific Asbestos Removal Control Plan for licensed asbestos removal work in consultation with their workers and the client before commencing any asbestos removal work. The client should receive a final copy of this plan before work commences.

The asbestos removalist must hold an appropriate asbestos removal license before being permitted to remove asbestos containing material. A Class A (friable) license is required for friable asbestos removal and a Class B (non-friable) license is required for non-friable asbestos removals >10m<sup>2</sup>. The removalist must provide their license details to their clients. Other requirements include:

- For friable asbestos removal, and removal of >10m<sup>2</sup> of non-friable asbestos, confirmation that notification of the removal has been made to SafeWork NSW prior to any work commencing.
- Asbestos removal operatives to complete appropriate Risk Assessments and Safe Work Method Statements prior to work commencing.
- The asbestos removalist to develop a site specific asbestos removal control plan in consultation with their client before commencing any asbestos removal work. The client should receive a final copy of this plan.
- The Asbestos Removalist to ensure the removal is adequately supervised and carried out by only trained workers in a safe manner.

## 8. Awareness & Training

Workers, contractors and any other persons on site who may be exposed to ACM as a result of undertaking activities on the premises must be provided with information on the health and safety consequences of exposure to fibrous materials and appropriate control measures. The provision of this information must be recorded.

Information and training must be provided to persons who may be involved in asbestos removal work or asbestos related work in the workplace including workers, contractors and others. The training may include the following:

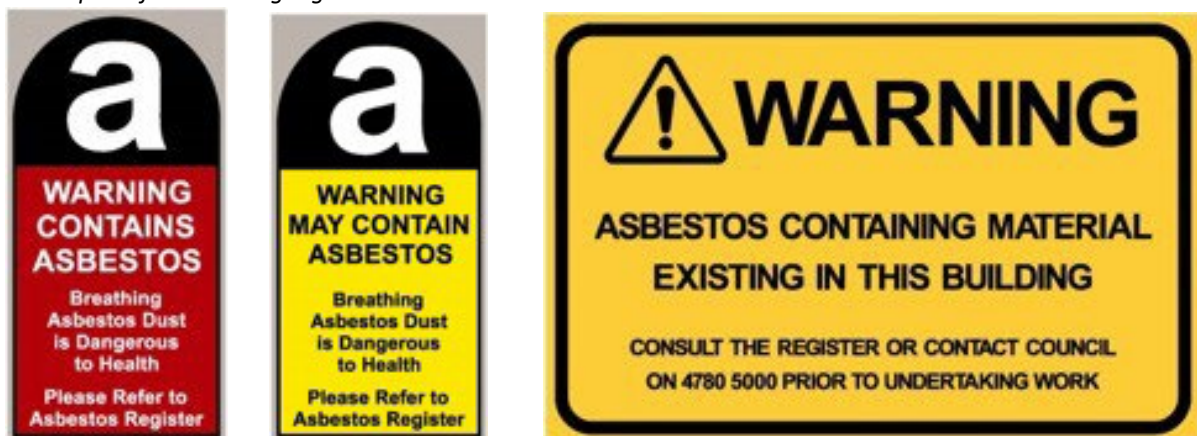
- The purpose of the training.
- The health risks associated with the ACM.
- Types, uses and likely occurrence of ACM in workplace.
- Roles and responsibilities of the trainee under the Asbestos Management Plan.
- Location, access and use of the site Asbestos Register.
- Timetable for removal/remediation of hazardous materials.
- Process and procedures required to eliminate exposure.
- Maintenance and control measures, personal protective equipment and work methods required to minimise hazardous material risk including potential contamination of other areas.
- Control levels and exposure standards for hazardous materials.
- The purpose of any air monitoring or health surveillance undertaken.

## 9. Signage

NSW Work Health and Safety Regulation 2017 R422, R424, R427 and R429 requires that the person with the management control of the workplace to identify asbestos containing materials and the asbestos material that has been identified to date must be labelled and ensure that it complies with the Australian Standard 1319: Safety Signs for the Occupational Environment; signage should be similar to the label detailed below.

Signage should also be placed at the entry points to the building/plant.

*Examples of asbestos signage*



## 10. Review

This Asbestos Management Plan must be reviewed whenever the Asbestos Register is reviewed. These reviews must assess all asbestos material management processes and their effectiveness.

The site Asbestos Register, including any risk assessments, must be reviewed every 5 years from date of creation or earlier where a risk assessment indicates the need or ACM has been removed and/or disturbed. Visual inspection of asbestos materials must be included in any review of the Asbestos Register.

Risk assessments should be reviewed regularly in accordance with pertinent legislation and regulation and whenever:

- there is evidence that a risk assessment is no longer valid;
- there is evidence that control measures are not effective;
- a significant change is proposed for the workplace or work practices/procedures relevant to the risk assessment;
- there is a change in the condition of the ACM; and
- ACM has been removed, enclosed or sealed.

Only competent persons may perform and revise risk assessments. A provisional timetable for review of risk assessments, the site Asbestos Register and Management Plan is outlined within the document control section of this Asbestos Management Plan.

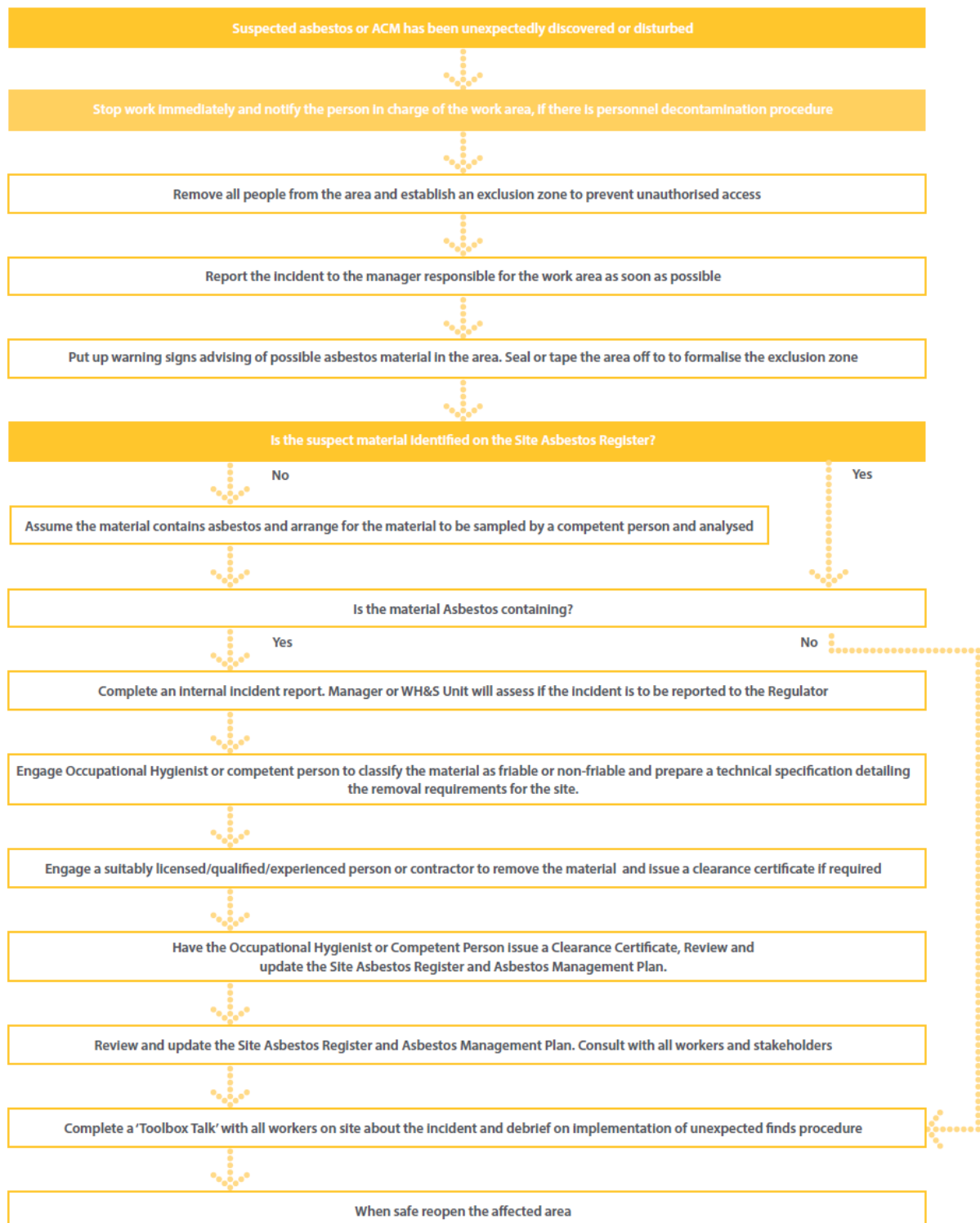
## 11. Emergency Procedures

If known or suspected ACM is damaged or otherwise disturbed, the workflow in Figure 1 Emergency Procedures Chart must be consulted

In summary, the procedure is:

- stop work immediately,
- minimise the spread of contamination to other areas,
- keep risk of exposure as low as possible, and
- immediately report incident to Council on (Insert Council Number here)

Figure 1 – Emergency Procedures Chart



## 12. Legislation, Codes & Standards

Workplace Health and Safety in NSW is regulated under the *Work Health and Safety Act 2011* and *Work Health and Safety Regulations 2017*. In addition, a number of related Codes of Practice, Standards and guidelines pertain to the management of asbestos materials.

### XV. Legislation

- Work Health and Safety (WHS) Act NSW (2011 [reviewed 2016]).
- WHS Regulation NSW 2017.
- Ozone Protection and Synthetic Greenhouse Gas Management Regulations NSW (1996 [amended 2016]).
- NSW Protection of the Environment Operations Act (1997).

### XVI. Code of Practice

- Safework NSW (2019), How to Manage and Control Asbestos in the Workplace: Code of Practice.
- Safework NSW (2019), How to Safely Remove Asbestos: Code of Practice.

### XVII. Standards

- AS/NZS4361.2 (2017) Guide to Lead Paint Management, Part 2: Residential and Commercial Buildings.
- National Occupational Health and Safety Commission (NOHSC):1012 (1994), National Standard for the Control of Inorganic Lead at Work.
- AS 1319 (1994). Safety Signs for the Occupational Environment.
- AS/New Zealand Standard (NZS) 1716 (2003), Respiratory Protective Devices.
- AS/NZS 1715 (2009), Selection, Use and Maintenance of Respiratory Protective Devices.
- Australian Commonwealth Government. (2015). Standard for the Uniform Scheduling of Medicines and Poisons, Section Seven/Appendix I: Paints or Tinters.
- Australian Standard (AS) 4964 (2004) Method for the qualitative identification of asbestos in bulk samples.
- Guidance note on the membrane filter method for estimating airborne asbestos fibres 2nd Edition [NOHSC: 3003(2005)].

## 13. Terms & Definitions

Term	Definition
Airborne asbestos	Fibres of asbestos small enough to be made airborne
ALMP	Asbestos/Lead Management Plan
Asbestos	The asbestiform varieties of mineral silicates belonging to the serpentine or amphibole groups of rock-forming minerals, including actinolite asbestos, grunerite (or amosite) asbestos (brown), anthophyllite asbestos, chrysotile asbestos (white), crocidolite asbestos (blue) and tremolite asbestos
Asbestos Containing Material (ACM)	Any material or product containing asbestos
Asbestos-Contaminated Dust or Debris (ACD)	Dust or debris that has settled within a workplace and is (or assumed to be) contaminated with asbestos.
Asbestos-Related work	Any work involving the removal or other disturbance of ACM
Asbestos Removalist	A person conducting a business or undertaking who carries out asbestos removal work
Asbestos Removal Work	Work involving the removal of asbestos containing materials (ACM)
Competent Person	A person who has acquired, through training, qualification or experience, the knowledge and skills to carry out specific tasks.
Duty Holder	A person who has a duty in relation to a matter under the <i>NSW Work Health and Safety Act 2011</i>
In-Situ Asbestos	Asbestos or ACM fixed or installed in a structure, equipment or plant but does not include naturally occurring asbestos.
Friable Asbestos	ACM that may readily be crumbled, pulverised or reduced to a form where fibres may be freely released
Licensed Asbestos Removal Work	Asbestos removal work carried out by a Class A or Class B licensed asbestos removalist
Non-Friable Asbestos	Material containing asbestos that is not friable asbestos, including material containing asbestos fibres reinforced with a bonding compound
NSW WHS Regulations	<i>NSW Work Health and Safety Regulations 2011</i>
PPE	Personal Protective Equipment
RPE	Respiratory Protective Equipment
RTO	Registered Training Organisation
SOP	Safe Operating Practice
Worker	People conducting work associated with council including employees, contractors, consultants, and volunteers (as defined by clause 7 of the <i>NSW WHS Act 2011</i> )
WHS	Work Health and Safety

