

## ASBESTOS POLICY

### **Introduction**

This document brings our asbestos policy regarding asbestos into line with the requirements of the control of asbestos at work regulations which were revised in April 2012.

### **Responsibilities**

Shire Integrated Systems Limited policy on asbestos intends to ensure so far as it is reasonably practicable, the health, safety and welfare at work of its employees and others who may encounter or be exposed to asbestos. This policy also requires that known and identified locations of asbestos are recorded and that any such asbestos information is made available to those persons who require it. We will ensure appropriate training, and refresher training, information and instruction is provided for relevant employees, and personal instruction as appropriate. We will also ensure that employees or relevant contractors are provided with appropriate information, regarding company procedures in areas containing Asbestos.

### **What is Asbestos?**

Asbestos is a general name applied to a group of related, naturally occurring fibrous minerals, which have been commonly used in a range of building and equipment materials.

There are three main types of asbestos:

- Chrysotile – white
- Amosite - brown
- Crocidolite – blue

In addition legal provision also covers the following:

- Fibrous actinolite
- Fibrous anthophyllite
- Fibrous tremolite
- And any mixture containing any of those minerals.

Asbestos containing products have been widely used in buildings as construction materials, fireproofing, thermal insulation, electrical insulation, sound insulation, decorative plasters, roofing products, flooring products, heat resistant materials, gaskets, friction products etc. Since 1985 the new use of any material containing blue or brown asbestos has been banned. By 1999 the new use of any building materials containing white asbestos had been banned.

### **Health Effects of Asbestos**

All asbestos fibres, blue, brown and white are dangerous. There is no safe form of asbestos although products where the fibres are tightly bonded (e.g. asbestos cement) are less likely to shed fibres than products where the fibres are more loosely bonded (e.g. asbestos insulating board). The main route of entry to the body for asbestos is by inhalation of fibres. There is no safe exposure level known for asbestos and once asbestos related diseases occur there is no known cure. There are three main types of serious health risks associated with exposure to asbestos fibres:

- Asbestosis – chronic obstructive lung disease
- Lung cancer – a fatal lung disease
- Mesothelioma – a fatal cancer of the outer lining of the lung specific to asbestos exposure.

It is recognised that the largest group of workers at risk from asbestos exposure are building workers, particularly those involved in repair and maintenance, refurbishment and demolition, including electricians, plumbers, joiners, and computer and telecommunication engineers – people who may encounter asbestos during their normal day to day work activities.

### **Policy Application**

The arrangements detailed consist of a series of procedures which are intended to safeguard persons who may encounter the possibility of discovering asbestos in the course of their work and to ensure the safety of any premises occupants who may be affected by any associated works which may involve the disturbance of asbestos containing materials. All reasonable practicable steps will be taken to ensure that employees and sub contractors will not be exposed to materials containing asbestos.

### **Arrangements for Managing Asbestos in the Workplace**

A Refurbishment and Demolition Survey will be carried out before commencing any work on the premises to determine whether ACMs are present. It will be presumed that materials contain asbestos unless there is strong evidence to the contrary. A suitable risk assessment will be carried out to determine a safe system of work. Where necessary, ACMs will be removed prior to commencing any work.

### **Training**

All persons who may encounter asbestos during the course of their work shall be given the necessary training to be able to identify the situations in which asbestos may be present, to be able to recognise asbestos or similar suspect materials and to set out safe working practice to minimise risks to health and safety. Induction training will be provided to all new staff.

Training will be via an approved on-line UKATA Asbestos Awareness Course, refreshed annually by the use of an Asbestos On-Line Training Course and every 3 years by an Official Asbestos Awareness ½ day course.

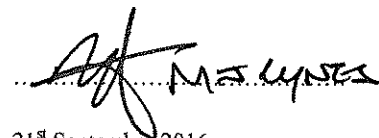
If during the course of normal work practice Asbestos containing material is encountered, the following procedures should be followed, as detailed in HSE Asbestos Essentials Task Sheet 1;

- Stop work immediately.
- Decide who must do the work - we may need a licensed contractor.
- Minimise the spread of contamination to other areas.
- Keep exposures as low as we can.
- Advice must be sought immediately from the site supervisor who may arrange for any necessary specialist work (air-monitoring, tests, etc.), which may be appropriate.

### **Health and Safety Advice**

Our Health and Safety Advisors (The Building Safety Group Limited Telephone 01454 414877) can be contacted for advice and guidance.

Signed:-



Date: -

21<sup>st</sup> September 2016

Marcus Lynes – Company Director