



WHS-07 Asbestos Management Plan

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Document Control	
Territory Generation document number:	WHS-07
BDOC No:	BDOC2014/243
Document release date:	19/05/2014 – Version 1.0
Review period:	3 Years
Next review date:	May 2017
Document Owner:	WHS Specialist
Document Sponsor:	Chief Executive Officer

Document History

Version No:	Date Released	Change	Remarks
1.0	19/05/2014	n/a	Procedure approved and released
2.0	09/09/2014	Whole of document	Removed references to PWC, converted to TGen Doc.

1 Purpose

The purpose of this asbestos management plan is to provide information for persons with control of Territory Generation worksites and assets on how to manage asbestos or asbestos containing materials (ACM) contained within building fabric and structures.

Territory Generation’s long term goal is to have an asbestos–free workplace.

NOTE: For the specific management of asbestos or suspected asbestos containing materials (ACM) such as gasket, rope seals and gland packing etc. potentially stored on Territory Generation sites or encapsulated in generating plant – see WHS-07A *Plant Asbestos Management Procedure*.

2 Scope

This plan applies to all Territory Generation maintained sites where asbestos containing materials may be present and/or have been identified within building fabric and structures.

This plan is applicable to all persons working on Territory Generation controlled sites.

3 References

- Northern Territory Work Health and Safety (NUL) Act 2011
- Northern Territory Work Health and Safety (NUL) Regulations, Chapter 8
- NT Code of Practice: *How to Manage and Control Asbestos in the Workplace* (Jan 2012)NT Code of Practice: *How to Safely Remove Asbestos* (Jan 2012)
- Guidance Note on the *Membrane Filter Method for Estimating Airborne Asbestos Fibres* NWHSC:3003 (2005)

4 Roles and Responsibilities

Role / Title	Responsibility
Chief Executive Officer	Shall ensure that : <ul style="list-style-type: none"> • All personnel are aware of requirements of this procedure and its management in sites under Territory Generation control. • Initiates procedure review as required.
All Managers/Site Coordinators	Shall ensure that: <ul style="list-style-type: none"> • This procedure is put in place at all Territory Generation controlled power stations sites. • Personnel are advised and trained as necessary in the procedure to be followed. • Contractors are informed of and follow the procedure, where applicable. • Contribute to procedure reviews
Project Officers/Contract Managers	Shall ensure that: <ul style="list-style-type: none"> • Contractors under their control are informed of and follow the procedure, where applicable. • Contribute to procedure reviews
Asset Managers North and South	Hold overarching responsibility for the implementation of this plan by acting as the Asbestos Management Plan Controller. Responsibilities include:

	<ul style="list-style-type: none"> • Maintaining relevant site asbestos registers • Facilitation of building and structure condition monitoring • Facilitation of asbestos removal processes etc.
All Personnel	Shall ensure that: <ul style="list-style-type: none"> • This procedure is followed personally and by contractors/visitors under their control, where applicable • Contribute to procedure reviews
Document Owner	<ul style="list-style-type: none"> • The position responsible for the preparation, review and accuracy of this document.
Document Sponsor	<ul style="list-style-type: none"> • The position responsible for the approval and use of this document

5 Definitions

<i>Asbestos</i>	Means 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. The term asbestos also refers to any material or thing that contains asbestos.
<i>Asbestos containing material (ACM)</i>	Means any material or thing that, as part of its design, contains asbestos
<i>Asbestos-contaminated dust or debris (ACD)</i>	Means dust or debris that has settled within a workplace and is, or is assumed to be, contaminated with asbestos
<i>Non-friable asbestos</i>	Means asbestos containing material that is not friable, including material containing asbestos fibres reinforced with a bonding component.
<i>Friable asbestos</i>	Means asbestos containing materials that can be crumbled, pulverised or reduced to a powder by hand pressure when dry.
<i>Respirable asbestos</i>	Means an asbestos fibre that: <ul style="list-style-type: none"> • Is less than 3 microns (μm) wide • Is more than 5 microns (μm) long • Has a length to width ratio of more than 3:1.
<i>Exposure standard (for asbestos)</i>	Means a respirable fibre level of 0.1 fibres/ml of air measured in a person's breathing zone and expressed as a time weighted average fibre concentration calculated over an eight hour working day and measured over a minimum period of four hours in accordance with the Membrane Filter Method.

Asbestos-related work	Means work involving asbestos (other than asbestos removal work to which Part 8.7 applies) that is permitted under the exceptions set out in Regulation 419(3), (4) and (5).
Air monitoring	Means airborne asbestos fibre sampling to assist in assessing exposures and the effectiveness of control measures. Air monitoring includes exposure monitoring, control monitoring and clearance monitoring.
NATA-accredited laboratory	Means a testing laboratory accredited by the National Association of Testing Authorities (NATA), Australia, or recognised by NATA either solely or with someone else.
Asbestos waste	Means asbestos or ACM removed and disposable items used during asbestos removal work including plastic sheeting and disposable tools.
Clearance Inspection	Means an inspection carried out by a competent person to verify that an asbestos work area is safe to be returned to normal use after work involving the disturbance of ACM has taken place. A clearance inspection must include a visual inspection and may also include clearance monitoring and/or settled dust sampling.
Clearance monitoring	Means air monitoring using status or positional samples to measure the levels of airborne asbestos fibres in an area following work on ACM. An area is “cleared” when the level of airborne asbestos fibres is measures as being below 0.01fibres/mL.
Competent person	Means a person who has acquired through training, qualification or experience the knowledge and skills to carry out the task e.g. Licenced asbestos assessor, specialist consultant or Occupational Hygienist with asbestos experience etc.
Licensed asbestos assessor	Means a person who holds an asbestos assessor licence to conduct air monitoring, clearance inspections and the issue of clearance certificates for Class A asbestos removal work. May also carry out additional duties such as identification of asbestos, the conduct of risk assessments and the review asbestos registers.
Asbestos removalist	Means a person who carries out asbestos removal work and is licensed to carry out Class A asbestos removal work or Class B asbestos removal work.
Class A asbestos removal licence	Means a licence that authorises the carrying out of Class A asbestos removal work and Class B asbestos removal work by or on behalf of the licence holder.
Class A asbestos removal work	Means work that is required to be licensed under Regulation 485.

Class B asbestos removal licence	Means a licence that authorises the carrying out of Class B asbestos removal work by or on behalf of the licence holder.
Class B asbestos removal work	Means work that is required to be licensed under Regulation 487, but does not include Class A asbestos removal work.
Asbestos Management Plan Controller	Means the position responsible for administration and supervision of asbestos-related tasks at a particular area. For the purpose of this procedure this role shall be undertaken by the Asset Manager Generation North or South respectively, for the sites under their control.
Shall	Means a mandatory requirement
Should	Means an advisory requirement

6 Records

- 6.1 Site Asbestos Registers for all Territory Generation controlled facilities shall be maintained by Asbestos Management Plan Controller(s) as a hardcopy on each site and shall also be available via the Intranet http://intranet.powerwater.com.au/publications/asbestos_register.

NOTE: These registers are currently maintained by PWC Facilities Group.

Site Asbestos Registers	TRIM number
Channel Island Power Station	D2008/248378
Weddell Power Station	No register – No asbestos
Berrimah Power Station	D2008/080156
Katherine Power Station	D2006/021957 – No asbestos
Ron Goodin Power Station	D2007/135607
Alice Springs Old Power Station	D2007/216919
Owen Springs Power Station	No register – No asbestos
Tennant Creek Power Station	D2007/135607
Yulara Power Station	D2007/121714
Kings Canyon Power Station	D2006/21953 – No asbestos

NOTE: The following Asbestos register relates specifically to asbestos or suspected asbestos containing materials (ACM) such as gasket, rope seals and gland packing etc. potentially stored on Generation sites or encapsulated in generating plant – See WHS-07A *Plant Asbestos Management Procedure (BDOC2013/100)*.

Plant Asbestos Register	TRIM number
Territory Generation All	F2012/987

- 6.2 The following records shall be saved in TRIM F2014/2585 and be available to Territory Generation all to view:
- Testing (sample analysis reports) of any suspect ACM,
 - Records of airborne monitoring,
 - Documentation relating to approved and certified/licensed Asbestos assessors/removal agents contracted to do this work for Territory Generation, including clearance certificates etc
 - Risk assessments relating to asbestos hazard management etc.
- 6.3 Relevant training records such as the completion of *Asbestos Awareness Training*, shall be retained in PWC Training Management System

7 Legislative requirements

- 7.1 Territory Generation has an obligation under the NT Workplace Health and Safety (NUL) Legislation specifically related to the onsite management of ACM.
- 7.2 As owners of buildings and structures which contain asbestos or ACM Territory Generation shall comply with the NT Code of Practice: *How to Manage and Control Asbestos in the Workplace* (Jan 2012) and NT Code of Practice: *How to Safely Remove Asbestos* (Jan 2012)

8 Asbestos health risk information

Asbestos is a known carcinogen and poses a risk to health by inhalation whenever asbestos fibres become respirable and people are exposed to these fibres. The inhalation of these fibres could cause mesothelioma, lung cancer and asbestosis.

Asbestos incorporated into a stable matrix where no airborne dust is produced, presents a negligible health risk.

However when asbestos is disturbed, the fibre bundles may become progressively finer and more hazardous to health as they can become airborne and breathed in. Small fibres, known as respirable fibres, are invisible to the naked eye and when inhaled can penetrate the deepest part of the lungs.

Asbestos or ACM can release airborne fibres whenever it is disturbed, and especially during the following activities:

- Direct action on asbestos or ACM, such as drilling, boring, cutting (especially with power tools), filing, brushing, grinding, sanding, breaking, smashing or blowing with compressed air
- Removing asbestos or ACM
- Maintaining or servicing materials identified as containing asbestos from vehicles, plant, equipment or workplaces, or
- Renovating or demolishing workplaces (or a part of a workplace) where asbestos or ACM is present.

Exposure to airborne asbestos fibres for workers and other persons must be either eliminated or minimised as far as is reasonably practicable.

9 General requirements

- 9.1 The overarching principle of this plan is to control and manage asbestos or ACM within the Territory Generation controlled worksites.
- 9.2 Site managers/Coordinators shall ensure that no work is conducted on buildings or structures with identified asbestos or ACM by employees or contractors, unless authorised

- 9.3 A Site Asbestos Register shall be completed and located at each relevant site
- 9.4 Site Asbestos Registers shall be consulted before any work is conducted on buildings and structures at Territory Generation controlled sites
- 9.5 Any work which could involve asbestos or ACM shall be carried out in accordance with the requirements of NT Work Health and Safety legislation
- 9.6 Asbestos or ACM removal shall be completed before any structural alterations or demolition of a structure is undertaken; which has been identified as containing asbestos.
- 9.7 Asbestos or ACM removal should be subject to a priority system, determined by risk assessment and/or scheduled building refurbishment work.
- 9.8 A program should be formulated for the progressive removal of asbestos or ACM from all Territory Generation controlled sites.
- 9.9 Where removal is not reasonably practicable, other control measures shall be implemented to minimise exposure, including encapsulation or sealing
- 9.10 If there is uncertainty as to whether asbestos or ACM s present in any part of a building or structure then it is to be assumed that asbestos is present and it is to be treated based on the level or risk OR a sample shall be taken for analysis.
- 9.11 Asbestos or ACM incorporated into a stable matrix shall be inspected regularly (annually) to ensure that there has been no change in condition. If condition has changed a reassessment shall be undertaken to determine the appropriate controls.
- 9.12 The presence of asbestos or ACM on Territory Generation controlled sites should be clearly identified by warning signs and/or labels, where practicable. All warning signs should comply with AS 1319 *Safety Signs for the Occupational Environment*.
- 9.13 Consultation with workers and Health and Safety Representatives shall be conducted including the provision of information on health risks and control strategies in relation to asbestos or ACM.
- 9.14 Asbestos removalists and their workers shall be competent to carry out asbestos removal work and where applicable must be licenced.
- 9.15 Wherever asbestos or ACM requires replacement the replacement product shall be non-asbestos. NOTE: It is illegal to reinstall or reuse any removed asbestos or ACM.

10 Principles of Asbestos management

- 10.1 Identification phase - Surveys, sampling, analysis and developing an asbestos register
- a) *The Asbestos Management Plan Controller* shall ensure that asbestos surveys are undertaken by a competent person at relevant sites under their control; via a visual assessment of the building or site, including its structure and fabric and the surrounding area,
- b) All visible and accessible sources of asbestos or ACM identified shall be documented in Site Asbestos Registers as an outcome of the initial survey
- c) Site Asbestos Registers shall hold at minimum, the following information:
- Date identified
 - Location,
 - Extent,
 - Type,

- Condition,
 - Approximate quantity of asbestos or ACM identified
 - Details of any inaccessible areas likely to contain asbestos (areas which are not accessed during normal daily activities or routine maintenance)
- d) A qualitative risk assessment based on the extent, type, condition and accessibility of the asbestos at the time of the survey, should also be recorded in the register.
- e) Copies of sample analysis reports, a photographic record of identified asbestos or ACM, a building/site layout plan indicating locations of sampling and a risk management strategy may be included in the register or referenced in the register and saved electronically in TRIM F2014/2585
- f) Where a material suspected of containing asbestos and is not on the Site Asbestos Register a sample shall be taken by a competent person. Samples are to be placed in an airtight container, appropriately labelled and immediately sent for analysis. For detailed steps on the sampling process see NT Code of Practice *How to Manage and Control Asbestos in the Workplace* - Appendix A – *Sampling Process*
- g) A chain of custody form must accompany all samples sent for analysis to ensure specific results can be matched and verified to the specific locations sampled.
- h) Analysis of the sample material shall only be carried out by a NATA-accredited laboratory or by a laboratory approved or operated by the Regulator.
- i) Where new asbestos or ACM is identified the Site Asbestos Register shall be updated and re-issued by *Asbestos Management Plan Controller* and those employed within the work area shall be advised
- j) NOTE: A Site Asbestos Register is not required if a workplace has been constructed after 31 Dec 2003 or if no asbestos has been identified.

10.2 Evaluation phase – Assessing the risk

- a) The *Asbestos Management Plan Controller* shall ensure that Risk assessments are conducted for all identified or suspected asbestos or ACM to determine the level of risk present of exposure to airborne asbestos and to define appropriate control measures and monitoring schedules to be applied.
- b) Risk assessments take into account the location, overall work practices executed within an area, accessibility, type, condition and location of identified asbestos or ACM, and are documented in the particular Site Asbestos Register.
- c) Risk assessments must show relevant risk rankings for the particular asbestos hazard to allow informed decisions on control measures.
- d) When deciding if there is a risk to health, consider whether the asbestos or ACM is:
- In poor condition
 - Likely to be further damaged or to deteriorate
 - Likely to be disturbed due to work practices
 - In an area where workers are exposed to the material.

10.3 Control phase - Eliminating or minimising the risk

- a) The *Asbestos Management Plan Controller* shall ensure when selecting the most appropriate control measures the following hierarchy of controls shall be considered:
 - Eliminating the risk e.g. removing the asbestos or ACM
 - Substitution/Isolation/Engineering controls e.g. enclosing, encapsulation, sealing or using certain tools
 - Administrative controls e.g. Safe work practices
 - Personal Protective Equipment (least preferred)
- b) A combination of these controls may be required in order to adequately manage and control the risks.

10.4 On-going monitoring – Reviewing controls for effectiveness

- a) The *Asbestos Management Plan Controller* shall ensure that condition monitoring (re-survey) is conducted annually for all asbestos or ACM recorded on Site Asbestos Registers; to assess if the material is intact with no signs of deterioration or if there is any level of damage or deterioration that may expose asbestos fibres.
- b) Where condition monitoring determines that there is damage or deterioration:
 - The area shall be quarantined using barriers to restrict access
 - Warning signage shall be erected
 - An Asbestos specialist shall be called in to assess and recommend appropriate actions e.g. re-seal or removal etc.
- c) The *Asbestos Management Plan Controller* shall ensure the asbestos register is reviewed and where necessary revised in the event that:
 - This asbestos management plan is reviewed
 - Further asbestos is identified at the work site
 - Asbestos is removed from or disturbed, sealed or enclosed at the work site.
- d) Where changes to the condition or situation of asbestos or ACM are identified the *Site Asbestos Register* will be updated and re-issued by the *Asbestos Management Plan Controller*, and those employed within the work area are to be advised of the change in condition.
- e) All site asbestos registers shall be reviewed at least once every five years to ensure they are kept up to date.

11 Competent Person

- 11.1 Competent person may also be referred to as an “Asbestos Assessor” or “Specialist Consultant” in this document.
- 11.2 The Competent Person to carrying out clearance inspections under WHS Regulations means a person who has acquired through training or experience the knowledge and skills of relevant asbestos removal industry practice and holds a certification in relation to the specified VET course for *Licensed Asbestos Assessors* or a tertiary qualification in occupational health and safety, occupational hygiene, science, building, construction or environmental health. For all

other purposes, competent person means a person who has acquired through training, qualification or experience, the knowledge and skills to carry out the task.

12 Training

- 12.1 Workers who are not likely to be exposed to asbestos but who work in areas where asbestos may be present should be provided with asbestos awareness training.
- 12.2 The awareness and training provided to workers must be suitable and adequate, tailored to:
- a) The nature of the work carried out by the employee;
 - b) The nature of the risks associated with the work at the time the information, training or instruction is provided; and
 - c) Control measures to be implemented.
- 12.3 It is recommended that such training includes:
- a) An overview of asbestos-related legislation, standards and codes of practice;
 - b) Information on the presence of asbestos including the types of asbestos and typical locations where asbestos may be encountered;
 - c) The differences between bonded and friable products;
 - d) Information on the health risks associated with asbestos or ACM;
 - e) Highlighting the need to avoid disturbing in situ asbestos or ACM; and
 - f) Processes to be followed in the event of damaged or disturbance to asbestos or ACM, or materials suspected of containing asbestos, including the relevant point of contact within PWC.
- 12.4 Line Managers/Supervisors shall identify workers requiring asbestos awareness training and facilitate this via the Territory Generation Training Specialist.

13 Licensing requirements for the safe removal of asbestos

- 13.1 Specific licences may be required for asbestos removal based on the type and quantity to be removed.
- 13.2 The *Asbestos Management Plan Controller* or delegate shall ensure that the removalist has the appropriate license for any removal activity on sites under their control.

Type of Licence	Type and quantity of asbestos that can be removed:
Class A	Can remove <u>any amount or quantity</u> of asbestos including: <ul style="list-style-type: none"> • Any amount of friable asbestos or ACM • Any amount of asbestos contaminated dust or debris (ACD) • Any amount of non-friable asbestos or ACM
Class B	Can remove: <ul style="list-style-type: none"> • Any amount of non-friable asbestos or ACM NOTE: A Class B licence is required for removal of more than 10m² (Square metres) of non-friable asbestos or ACM but the licence holder can also remove up to 10m² of non-friable asbestos or ACM. • Asbestos contaminated dust or debris (ACD) associated with the removal of non-friable asbestos or ACM NOTE: A Class B licence is required for removal of ACD associated with the removal of more than 10m² of non-friable asbestos or ACM but the licence holder can also remove ACD associated with removal of up to 10m² of non-friable asbestos or ACM
No licence required	Can remove: <ul style="list-style-type: none"> • Up to 10m² of non-friable asbestos or ACM • Asbestos contaminated dust or debris (ACD) that is: <ul style="list-style-type: none"> - Associated with the removal of less than 10m² of non-friable asbestos or ACM - Not associated with the removal of friable or non-friable asbestos and is only a minor contamination.

14 Management of Asbestos or ACM

- 14.1 Where workers encounter suspect material they believe may contain asbestos they should stop work immediately and report to their line Manager/Supervisor. Any materials suspected of containing asbestos shall be treated as asbestos until proven otherwise.
- 14.2 If the suspect material is confirmed as containing asbestos, appropriate warning signs shall be erected, workers employed in the area are to be advised and the *Site Asbestos Register* shall be updated accordingly; by the *Asbestos Management Plan Controller*. Where incidents result in confirmation that asbestos or ACM exists, the incident should be recorded in GRACE.
- 14.3 In the case of an asbestos incident occurring (such as damage or deterioration to previously identified asbestos or ACM) if practical to do so, the incident area shall be cleared of all personnel and made safe by isolating air conditioning systems or sealing off all doors and windows to contain the possible spread of airborne fibres.
- 14.4 The Line Manager/Supervisor responsible for the area is to report such incidents to the *Asbestos Management Plan Controller* (or delegate) responsible for administration and supervision of asbestos-related tasks at the particular area.
- 14.5 The *Asbestos Management Plan Controller* shall:
- Arrange for the asbestos or ACM to be assessed by a competent person for remediation or removal
 - Ensure asbestos removal work is carried out by a licensed asbestos removal contractor, unless specified in the WHS Regulations that a license is not required

- 14.6 Where removal requires a licensed asbestos removalist, the removalist shall prepare and submit to NT Work Safe at least 5 working days prior to commencement of the work:
- a) A Notification of Asbestos Removal Form, and
 - b) An Asbestos Removal Control Plan (ARCP) for the asbestos work they are commissioned to undertake. The ARCP is to identify specific safe work methods and control measures to be adopted to ensure workers and other persons are not at risk during or at the completion of asbestos removal work. The ARCP shall be approved by a Licensed Asbestos Assessor prior to work commencing and is to be available on site for inspection for the duration of the asbestos remediation work.
- 14.7 The removalist shall adhere to procedures and safe work methods to when undertaking asbestos removal, or asbestos-related work. Activities carried out in accordance with procedures and safe work methods are to ensure that all methods used eliminate the introduction of asbestos fibre into the atmosphere.
- 14.8 Airborne Fibre Monitoring (AFM) requirements shall be established as part of the Asbestos Removal Control Plan (ARCP) and if required shall be carried out during asbestos removal work by an independent Licenced Asbestos Assessor or Specialist Consultant.
- 14.9 Asbestos identification/analysis and airborne fibre monitoring/analysis shall only be undertaken by National Association of Testing Authorities, Australia (NATA) Approved Identifiers and Counters.
- 14.10 Clearance inspections must be carried out at the completion of asbestos or ACM removal work by an independent Licenced Asbestos Assessor and a Clearance Certificate must be issued before a workplace can be re-occupied.
- 14.11 Final clearance inspections and the receipt of a Clearance Certificate are mandatory when specialist contractors are engaged to undertake asbestos remediation works.
- 14.12 The *Asbestos Management Plan Controller* is to ensure all documents related to asbestos removal including clearance certificates are recorded in TRIM F2014/2585

15 Demolition and refurbishment work

- 15.1 Prior to any demolition or refurbishment works the *Asbestos Management Plan Controller* shall:
- Review the relevant Site Asbestos Register
 - Provide a copy of the Site Asbestos Register to the person carrying out the demolition or refurbishment work
 - Ensure asbestos or ACM that is likely to be disturbed is identified and so far as reasonable practicable, removed; before the demolition or refurbishment work starts

16 Disposal of Asbestos or ACM – Territory Generation requirements

- 16.1 The *Asbestos Management Plan Controller* shall ensure that the removalist follows the appropriate and safe methods of disposal and that all records are saved in TRIM F2014/2585
- 16.2 Single-use PPE, and individual components and wiping rags, must be placed in heavy duty plastic sheet or plastic bags, tying each bag separately prior to placing them into another bag.
- 16.3 Disposal bags and plastic sheet must be heavy duty (200 µm) polyethylene low density plastic, and marked with an asbestos warning label.
- 16.4 Asbestos waste awaiting disposal must be stored in closed containers (for example, 60 or 200 litre steel drums with removable lids or a sealed skip bin).

- 16.5 Asbestos contaminated products shall be disposed of at a licensed disposal facility as soon as is practicable.
- 16.6 Licensing is necessary for transportation, handling and storage of asbestos or ACM products.
- 16.7 Asbestos waste must be transported and disposed of in accordance with the relevant state or territory Environment Protection Authority (EPA) requirements.
- 16.8 Asbestos waste can only be disposed of at a site licensed by the EPA and it must never be disposed of in the general waste system.
- 16.9 Additional specific responsibilities related to the removal and disposal of asbestos are detailed in the *Code of Practice: How to Safely Remove Asbestos*, for example competency and licensing requirements.

17 Review of this plan

- 17.1 This plan shall be reviewed by *Asbestos Management Plan Controller(s)* at least once every five years or when:
- There is a review of relevant Site Asbestos Registers or a control measure
 - Asbestos or ACM is removed from or disturbed, sealed or enclosed at relevant work sites
 - The plan is no longer adequate for managing asbestos or ACM at relevant work sites
 - A health and safety representative requires a review if they believe that any of the above points affects the health and safety of a member of their work group and the asbestos management plan was not adequately reviewed.
- 17.2 This plan shall be available to view by all persons via the Territory Generation Business Unit document database.

18 Attachment 1: Asbestos Removal Control Plan Contents (for buildings and structures)

The following table provides guidance for Project Managers on the minimum content requirement for an Asbestos Removal Control Plan (ARCP)

1. Notification	Friable	Non-friable
Notification requirements have been met and required documentation will be on site (e.g. Removal licence, control plan, training records)	Yes	Yes
2. Identification	Yes	Yes
Details of asbestos to be removed (e.g. locations, whether asbestos is friable/non-friable, its type, condition, quantity being removed)	Yes	Yes
3. Preparation	Yes	Yes
Consult with relevant parties (health and safety representative; workers; person who commissioned the removal work, licensed asbestos assessors)	Yes	Yes
Assigned responsibilities for the removal	Yes	Yes
Program commencement and completion dates	Yes	Yes
Emergency plans	Yes	Yes
Asbestos removal boundaries, including the type and extent of isolation required and the location of any signs and barriers	Yes	Yes
Control of other hazards including electrical and lighting installations	Yes	Yes
PPE to be used including RPE	Yes	Yes

4. Removal	Yes	Yes
Details of air-monitoring program - Control and clearance	Yes	NO
Waste storage and disposal program	Yes	Yes
Method for removing the asbestos (wet and dry methods)	Yes	Yes
Asbestos removal equipment (e.g. spray equipment, asbestos vacuum cleaners, cutting tools)	Yes	Yes
Details of required enclosures, including their size, shape, structure etc., smoke testing enclosures and the location of negative pressure exhaust units	Yes	NO
Details on temporary buildings required by the asbestos removalist (e.g. decontamination units) including details on water, lighting and power requirements, negative pressure exhaust units and the locations of decontamination units	Yes	May be required depending on the job
Other risk control measures to prevent the release of airborne asbestos fibres from the area where asbestos removal is undertaken	Yes	Yes
5. Decontamination	Yes	Yes
Detailed procedures for workplace decontamination, the decontamination of tools and equipment, personal decontamination and the decontamination of non-disposable PPE and Respiratory PPE	Yes	Yes
6. Waste Disposal	Yes	Yes
Method of disposing of asbestos waste, including details on: - the disposal of protective clothing - the structures used to enclose the asbestos removal area	Yes	Yes
7. Clearance and air monitoring	Yes	Yes
Name of the independent licensed asbestos assessor or competent person engaged to conduct air monitoring (if any)	Yes	NO
8. Consultation	Yes	Yes
Consult with any people who may be affected by the removal work	Yes	Yes