DSM
Asbestos Survey
Method of Work

CLIENT

CARILLION CONSTRUCTION

The safe method of surveying for asbestos containing materials

at

Site One

MOD Staffod

Document Reference

C8763 Method 1 Version 1

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THE DEMOLITION AND DECOMMISSIONING EXPERTS

Contents

Plan of Works Written By		
Author	[redacted]	
Position	Asbestos Manager	
Signature (Electronic)		Date: 25 Jan 2012
Plan of Works Approved By		
Approved By	[redacted]	
Position	Asbestos Surveyor	
Signature (Electronic)		Date: 25 Jan 2012

Version Number	Issue Date	Brief Reason For Issue
1	25 Jan 12	Initial issue of the plan of work
2		
3		
4		
5		
6		

This method has been written in accordance with the guidelines contained in HSG 264. This document replaces earlier formats of surveying methods to align it with DSM's asbestos removal methods.

DSM Demolition Ltd has a standard document Asbestos and Asbestos Surveys with discusses the risks of asbestos as well as giving detail about precise sampling methods etc. The contents of this document are known by, and adhered to by all surveyors.

The current document version : Version 1 Issued 8th January 2009

A Site Induction Sheet

This document must be kept on site at all times during the survey.

The lead surveyor is responsible for keeping under review the methods detailed in this document as the work proceeds. He is also responsible for ensuring that any other surveyors and assistants on site are fully qualified, have had a formal site and method induction, and have signed this page to signify they understand the survey works.

Everyone signing this page agree to carry out the survey in accordance with this document, DSM Demolition's standard operating procedures and relevant legislation.

ENSURE IF ANY OPERATIVE JOINS THE SITE AFTER IT IS STARTED THEY UNDERGO THE SPECIFIED INDUCTION AND SIGN THIS SHEET.

Date	Name (Print)	Signed

B Survey Hold Points

General	Arrive on site and report to the site manager / agent if applicable. Undertake the general site induction if applicable. Walk the site to identify any risks - decide on surveying strategy risks posed by others If further risks are identified carry out a risk assessment and introduce steps to minimise / eliminate the risks.	
HOLD POINT	Site safe to survey and scope of work known	Lead Surveyors Signature
HOLD POINT	Site induction completed (if applicable)	Lead Surveyors Signature
HOLD POINT	Location and directions to hospital known	Lead Surveyors Signature
HOLD POINT	All equipment available and in good condition	Lead Surveyors Signature
HOLD POINT	Qualifications for special tasks (mewps) etc held if applicable	Lead Surveyors Signature
HOLD POINT		Lead Surveyors Signature
HOLD POINT		Lead Surveyors Signature
HOLD POINT		Lead Surveyors Signature
HOLD POINT		Lead Surveyors Signature

1 Site Details

1.1 Site Address

MOD Stafford
Beaconsode
Stafford
ST18 0AQ

1.2 DSM's Client Details

CARILLION CONSTRUCTION
Building 21
Mod Stafford
Stafford
ST18 0AQ **Telephone**

Contact [redacted]

1.3 DSM Staff Details

Name	Contact	Role
[redacted]	[redacted]	Contracts Director
		Contracts Manager
		Project Co-ordinator
		Asbestos Manager

1.4 DSM Site Employees

The maximum number of surveying staff on site at any time will be 6.

It is DSM's normal practice to survey in teams of two. Each team normally consists of a fully qualified surveyor and an assistant. On occasions each team consist of only fully trained surveyors.

Lone working is only carried out infrequently and only where a risk assessment has shown it safe to do so. This rule also applies to teams of surveyors when working on site.

1.5 Survey Date and Working Times

Survey Starts	30 January 2012	**Work Duration**	1 Day
Survey Ends	31 January 2012		

Proposed Working Hours

Monday to Friday	08.00	to	17.00
Saturday			No Working Planned
Sunday			No Working Planned

1.6 Survey Type

The survey will be to HSG 264 - Refurbishment / Demolition Survey

(equivilent to withdrawn MDHS100 Type three survey)

Therefore intrusive works will take place and damage will be caused

Photographs Are to be taken during the survey

Sample Point Labels Are to be used during the survey

1.7 Air Testing

Air testing by an independent UKAS accredited analyst is not planned

If air testing is required, planned or in an emergency situation, the following analysts are to be used.

Tersus **01909 560673**

2 Site Details

The Pre Survey Questionnaire Form F111 MUST be filled in before starting any surveying works.

2.1 Site Description

The site is an operational MOD base. All surveyors will need to have the correct security passes to work on site. Site one is an area of warehouses accessed via the bridge under Beaconside by the old SADAC building.

2.2 Site Access

Site access arranged with Carillion Construction.

2.3 Unusual Hazards

No specific unusual hazards have been identified as being present on this site.

Some of the buildings are still occupied and these are not to be surveyed (apart from externally) during this visit.

3 Emergency Situations

3.1 Accident or injury

The designated first aider on this site is : [redacted]

All DSM employees undertaking surveys are trained first aiders and carry a first aid kit in their vehicle.

3.2 Unauthorised Persons

If unauthorised persons are on site and any threat is felt the survey must be terminated and the surveyors withdraw to a place of safety. The base gaurdhouse must be contacted as soon as possible.

3.3 Fire / Collapse

If a fire occurs or building collapse or suspected potential collapse the first priority is to withdraw to a place of safety. Ensure all other site occupiers are safe and if applicable notify the emergency services.

3.4 Release of Asbestos Fibres

The method of sampling is designed to reduce to the lowest practicable level the release of asbestos fibres. If such a situation occurs, Ie the disturbance of unsuspected loose lagging above a ceiling the priorities are:

Prevent exposure to all individuals

Decontaminate any exposed individuals

Make the source safe to prevent further release

Contain the release in the smallest area possible

Clean up the area involved and test to prove it is clean and safe

In the unlikely event serious fibre release takes place the duty of all surveyors is to control the situation and report it as soon as possible to the office. If judged extremely serious the emergency services should be contacted.

3.5 Hospital Location

The details of the nearest hospital with A&E facilities will be given at the site induction given by the principal contractor on site.

3.6 Incident Reporting

Any injury must be recorded in the accident book applicable to the site. In addition to any injuries any dangerous occurrence must be reported to DSM's office, DSM's Health and Safety Manager for action.

4 Surveying Methods

4.1 General

Whenever a sample is taken the appropriate sampling technique will be used to ensure that; any potential fibre loss is minimised; the sample is representative of the material; the sample is suitable for the required purpose and the sampled location can be treated to prevent future fibre loss. Every surveyor has been trained in the selection and use of sampling equipment, and it is their responsibility on site to select the appropriate equipment and use it correctly.

4.2 Outline Methods

The precise details of the sampling methods to be used cannot be given in this method statement as this is totally dependent on the materials found during the survey, their condition, and their location. The following points outline the decision process used when taking a sample

Does the material require pre-wetting prior to sampling? Generally this will be required for all pipe insulation material, all loose fibres and spray coatings, and AIB.

Is any suitable fragment available, i.e. piece of asbestos cement sheet, if so use this as the sample

Gaskets, papers, textiles floor tiles etc – cut with a sharp knife

AIB – cut with a sharp knife or chisel (corners are preferred)

ACS – use pliers to break a fragment off (corners are preferred). For live down-pipes etc just strongly presume if no fragment is available.

Textured Coatings (Artex) – Scrape with screwdriver or flat blade direct into the sample bag.

Spray Coatings and Loose Fibre – Collect sample with pliers, knife, and screwdriver as appropriate. If the coating is hard cased make an opening with a sharp knife.

Pipe Insulation – Cork borers are used. These are pushed into the sample through a plastic disc, ensuring a full depth sample is recovered. When the sample is withdrawn it is done through a wet wipe to prevent airborne fibre loss. Both the tube and wet wipe are bagged as the sample.

All samples are immediately placed in a self-seal sample bag. The sample identification label is then placed in the bag. This bag is then placed inside another sample bag. As all bags used are of clear plastic it is not deemed necessary to record the sample details on the outer bag.

Any piece of sampling equipment that has been used in the taking of a sample is cleaned with a wet wipe to remove any sample residue. The used wet wipe is kept in a waste bag for appropriate disposal on completion of the survey.

4.2 Outline Methods - Continued

An appropriate method of preventing any future fibre loss from the sampled point is then selected. The normal methods used are taping and / or the application of a pva based solution.

The sampled area is then inspected to see if any debris has been created. If so this is either removed by vacuuming or with the use of a clean wet wipe. The used wet wipe is kept in a waste bag for appropriate disposal on completion of the survey.

4.3 Ladder Access

Surveyors ladders may be used for access and sampling but only where the surveyors assistant foots the ladder. If a sample is to be taken the assistant is to help from the ground so that the three points of contact rule is not broken.

4.4 Fibre Levels

Surveying and sampling when carried out in accordance with this method should not release high levels of airborne fibres. The expected value is given below, together with the protection factors for various masks.

Carrying out surveying and sampling < 0.01 f/ml

Mean Over 4 Hours	Control Limit	Protection Factor					
		Full Face		Half Face		Disp. Mask	
	(f/ml)	Value	Calc. Limit (f/ml)	Value	Calc. Limit (f/ml)	Value	Calc. Limit (f/ml)
All Asbestos Fibres	0.1	40	4	20	2	20	2

Peak Over 10 Minutes	Control Limit	Protection Factor					
		Full Face		Half Face		Disp. Mask	
	(f/ml)	Value	Calc. Limit (f/ml)	Value	Calc. Limit (f/ml)	Value	Calc. Limit (f/ml)
All Asbestos Fibres	0.6	40	24	20	12	20	12

4.5 Post Survey Inspection

On completion of the survey, or area of a survey a post survey inspection is carried out to ensure the area is safe and that no tools, equipment or waste has been left behind.

5 Equipment

5.1 Equipment List

Detailed below is the equipment identified as being required for this survey.

- ✔ Hard Hat
- ✔ Safety Boots
- Ear Defenders
- ✔ Eye Protection
- ✔ Gloves
- ✔ Hi Viz Vest
- ✔ Mobile Phone
- ✔ First Aid Kit
- ✔ Half Mask

- ✔ Wrecking Bar
- ✔ Hammer
- ✔ Smooth Faced Pliers
- ✔ Knife
- ✔ Screwdrivers
- ✔ Core Borer
- ✔ Surveyors Ladders
- Type H Vacuum Cleaner
- Tape Measure

- ✔ Disposable Type 5 Overalls
- ✔ Disposable P3 Masks
- ✔ Sealing Tape
- ✔ PVA Solution
- ✔ Sample Bags
- ✔ Asbestos Waste Bag
- ✔ Spray Bottle of Wetting Agent
- ✔ Sample Labels
- ✔ Sample Label Tenzalopes
- ✔ Tacky Rags

6 Manual Handling Assessment

6.1 General Comment

The nature of the work required during this survey does not require a manual handling risk assessment to be carried out. Should unexpected large heavy items be encountered that require moving the area shall either be reported as no access or the office shall be informed in order that suitable arrangements can be made for safe handling of the item.

7 Site Specific Risk Assessments

7.1 General Comment

This section contains the risk assessments developed to address the risks that were identified when this method was written.

Also contained in this section are other risk assessments for operations that are not envisaged to be undertaken in this survey, but are commonly carried out during asbestos surveying. They are included here in case such works are required.

This section also contains some blank tables in order that the lead surveyor can record any other risk assessments he feels are appropriate due to other unexpected site conditions.

Assessors Name	[redacted]	Assessment Date	January 2012
Site Name	Site One	Latest Review Date	March 2012

Hazard Risk Rating

Probability	
Low = 1	Unlikely to occur
Medium = 2	Likely to occur
High = 3	Very likely to occur
Severity	
Low = 4	Injury / illness / environmental impact
Medium = 5	Major injury / environmental impact
High = 6	Death or imobilising major impact
Persons at risk / affected groups	
A - Operatives **B** - Site Visitors **C - T**he Public	
Action by site manager (SM) surveyors (S)	

The hazard risk rating (R/R) is determined by taking into account the probability (P) of an incident / loss occurring against the severity (S) of the outcome taking into account the amount of exposure. Each task is assessed and a pre-control risk rating (R/R) is assigned for the hazard / risk. The (R/R) is then reduced to an acceptable "low" level by using control measures and DSM's safe working practices.

Risk rating R / R	Probability (p) x Severity (S)
	if residual risk rating is : < 6 Acceptable low risk 6 - 9 High risk - ensure safe system of work 11 - 15 Very high risk - unacceptable

Task / Hazard	Who and How (Risk)	Risk Rating			Control Measures	Residual Risk Rating			Action By
		P	S	R/R		P	S	R/R	
Asbestos fibres - all works with asbestos	All - A, B & C Inhalation, and to a lesser degree ingestion of fibres	3	6	**18**	Fully trained staff. Correct sampling techniques. Use of wIetting agent to restrict fibre release. Bagging of samples (double bags) and waste. Careful handling of items to prevent fibre creation. P3 minimum RPE.	1	6	**6**	[redacted]

Task / Hazard	Who and How (Risk)	Risk Rating			Control Measures	Residual Risk Rating			Action By
		P	S	R/R		P	S	R/R	
Use of asbestos wetting agent	Surveyors - exposure to material	2	4	**8**	Only small quantities used already diluted before being brought to site. Wash at break times and wear gloves. Use eye protection in case of splash back	1	4	**4**	S
Unfamiliarity of surveyed areas	Surveyors - potential dangerous areas, plant, substances etc	2	5	**10**	Care taken in moving around the area. Avoid chemical drums etc. Obtain information from physical appearance of area, signs etc	1	4	**4**	S
Hazard from live services	Surveyors - contact with live services, electricity, gas, water, steam etc	3	5	**15**	Before starting work obtain information from client etc. Be aware that "tatters" may have left exposed services. Avoid contact with services	1	5	**5**	S
Hazard from confined spaces	Surveyors - risk from contents in area, gas build up, lack of oxygen	2	6	**12**	Only in extreme circumstances should confined spaces (ducts) etc be entered. No entry without trained surveyors and permit system. Avoid by looking just at access points, photographs at arms length etc	1	6	**6**	S

Task / Hazard	Who and How (Risk)	Risk Rating			Control Measures	Residual Risk Rating			Action By
		P	S	R/R		P	S	R/R	
Hazard from working at height (LADDERS)	Surveyors - undertaking inspections. Falling dropping items etc	3	6	**18**	Survey ladders only to be used with out riggers if fitted. Use of ladders is always a two man operation. Only used for access or short duration works only. Work only close to ladder no leaning out.	1	6	**6**	S
Working at height on Mewps, scaffold etc	Surveyors - Risk of falling items, risk of falling, overloading of access equipment, risk of failure of access equipment	2	6	**12**	If possible do not work at height. Access equipment only used by trained staff. On mewps harness and lanyards to be used. Exclusion zone around access equipment. Outriggers and guard rails and weekly inspections.	1	6	**6**	S
Hazard from drug use items - needles blood contamination	Surveyors - coming into contact with items	3	5	**15**	Be aware of the potential. Avoid suspect items. Expect malicious items such as needle taped to the underside of handrails, wedged into switches. Wear gloves. Cover cuts with plasters	1	5	**5**	S
Hazard from pigeon infested buildings	Surveyors - coming into contact with birds, droppings and carcasses.	2	4	**8**	If possible avoid areas of high contamination. Be alert to startled birds. Wear glozes and wash at break times. Wet faeces are slippery. Use mask in areas of dry faeces. Symptoms of psittacosis short term flu like seek medical advice	1	4	**4**	S

Task / Hazard	Who and How (Risk)	Risk Rating			Control Measures	Residual Risk Rating			Action By
		P	S	R/R		P	S	R/R	
Hazard from rat infested buildings	Surveyors - undertaking inspections	3	6	**18**	Caught fron rat's urine disease can survive up to a month in damp conditions. Needs ingestion or access through skin. Wash at break times, cover all cuts with a plaster, wear gloves. Do not corner rats, do not reach into confined spaces without first looking, avoid contact with site water. Symptoms flu seek medical advice	1	6	**6**	S
Unauthorised person on site	Surveyors - Risk of conflict	2	5	**10**	If in any doubt leave the area and call for assistance. Be alert to signs of forced entry. If encountered be polite and courteous this reduces risk potential. Be visible and noisy this avoids startling people. Avoid surveying out of hours	1	5	**5**	S
Slips, trips and falls	Surveyors - undertaking survey	2	5	**10**	Many sites have debris, protruding floor bolts, oil spills etc. Look where you are walking. If inspecting ceilings, walls STOP before looking. In poor light be aware of cables etc. Be ready to drop equipment if falling so you can use your hands. Do nit walk around with hands in pockets	1	5	**5**	S

Task / Hazard	Who and How (Risk)	Risk Rating			Control Measures	Residual Risk Rating			Action By
		P	S	R/R		P	S	R/R	

COSHH Assessment Sheet

The Control of Substances Hazardous To Health Regulations 2002

Substance	**Asbestos Wetting Agents**			COSHH Data Sheet No.	**023**
Area / Type of Use	**Asbestos removal works**				
Process / Activity	**Saturating of asbestos products**				
Equipment Used	**Injection / application equipment**				
Hazards Identified	☐ **H1 Explosive** ☐ **H2 Oxidising** ☐ **H3 Flammable** ☐ **H4 Irritant** ☐ **H5 Harmful** ☐ **H6 Toxic** ☐ **H7 Carcenogenic** ☐ **H8 Corrosive** ☐ **H9 Infectious** ☐ **H10 Toxic - Repro.** ☐ **H11 Mutagenic** ☐ **H12 Toxic - Gas Prod.** ☐ **H13 Haz. Leachate** ☐ **H14 Ecotoxic** ☐ **- Radioactive**				
Type of Exposure	**Eye Contact Skin Contact Inhalation Ingestion**				
Exposure Limits	Occupational Exposure Standard	**None**	Maximum Exposure	**None**	
Exposure Monitoring	**Not applicable / required**				
Ventilation Required	**Forced extraction Natural ventilation**				
PPE Required	☐ **Boots** ☐ **Apron** ■ **Gloves** ■ **Overalls** ■ **Respirator** ☐ **Dust Mask** ■ **Eye Protection** ☐ **Face Shield**				**Other Details** Supplier's Phone No. [redacted] Data Sheet **In master file** Can Use Be Stopped **No** Safer Alternative **No** Staff Involved **Male**
Quantity Used	**Minor use**	Amount of Exposure	**Minor**		
Specific Health Surveillance	**None required**				
Specific Training	**Asbestos operative's annual training**				
Safe Storage	**Store away from heat sources, direct sunlight and protect from frost**				
Safe Handling	**Avoid contact with skin and eyes when applying. Use in well ventilated areas / avoid breathing in vapour**				
Waste Handling	**Used sludge will contain asbestos dispose as asbestos waste**				
Fire Precautions	**Non flammable**				
Spillage Procedure	**Absorb and dispose of with acm's. Spillages are very slippery.**				
Environmental Impact	**Material bio-degrades and does not bio-accumulate. Avoid discharges into watercourses**				
First Aid	**Eye contact wash with water - no improvement seek medical advice** **Ingestion give water** **Skin contact wash with soap and water.** **Inhalation remove to fresh air keep warm and rest**				

COSHH Assessment Sheet

The Control of Substances Hazardous To Health Regulations 2002

Substance	**Asbestos Fibres**	COSHH Data Sheet No.	**025**
Area / Type of Use	**Asbestos works (including surveying)**		
Process / Activity	**Asbestos works (including surveying)**		
Equipment Used	**As required by the works undertaken**		
Hazards Identified	☐ **H1 Explosive** ☐ **H2 Oxidising** ☐ **H3 Flammable** ☐ **H4 Irritant** ☐ **H5 Harmful** ■ **H6 Toxic** ■ **H7 Carcenogenic** ☐ **H8 Corrosive** ☐ **H9 Infectious** ☐ **H10 Toxic - Repro.** ☐ **H11 Mutagenic** ☐ **H12 Toxic - Gas Prod.** ☐ **H13 Haz. Leachate** ☐ **H14 Ecotoxic** ☐ **- Radioactive**		
Type of Exposure	**Inhalation**		
Exposure Limits	Occupational Exposure Standard **0.2f/ml** Maximum Exposure		
Exposure Monitoring	**Removal operatives**		
Ventilation Required	**Forced extraction** **Natural ventilation**		
PPE Required	☐ **Boots** ☐ **Apron** ■ **Gloves** ■ **Overalls** ■ **Respirator** ☐ **Dust Mask** ☐ **Eye Protection** ☐ **Face Shield**	**Other Details** Supplier's Phone No. **None**	
Quantity Used	**Minor use** Amount of Exposure **Minor**	Data Sheet **None - n/a**	
Specific Health Surveillance	**Asbestos medicals & fibre hours**	Can Use Be Stopped **No**	
Specific Training	**Asbestos operative's annual training**	Safer Alternative **No**	
Safe Storage	**Not applicable**	Staff Involved **Male**	
Safe Handling	**Use correct RPE and PPE, damp, shadow vacuum etc**		
Waste Handling	**In accordance with requirements eg bag, sealed bins etc Hazardous waste**		
Fire Precautions	**Not applicable**		
Spillage Procedure	**Prevent fibre spread, isolate area, damp down, collect material carry out air checkss**		
Environmental Impact	**No impact identified**		
First Aid	**Eye contact wash with water seek medical advice if severe Skin contact wash with soap and water Inhalation MAJOR risk over time wear RPE at all times Ingestion not identified as hazard with small quantities**		

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