

Safety Guidance

Asbestos

Asbestos is the name given to a group of naturally occurring minerals found in rock formations. Three types of asbestos were mined in Australia: white, blue and brown asbestos. When inhaled asbestos fibres cannot be processed by the body. This may result in aggressive cancers and other lung conditions.

The key to managing asbestos is early identification and engaging the right persons to assist with the removal.

Identification – When was the property constructed?

before the mid-1980s	it is highly likely that it has asbestos-containing products
between the mid-1980s and 1990	it is likely that it has asbestos-containing products
after 1990	it is unlikely that it has asbestos-containing products. ^a

Know your role in managing asbestos

Claims staff - play a vital role in early identification and protecting the health of estimators.

- At the initial stages of the job ask questions such as how old is the property, are you aware of any asbestos which may be present – document this in BBG Connect and communicated to the estimator
- If it is highly likely that asbestos is present a suitable make safe contractor must be chosen (Class A asbestos for removal). It is important that the contractor is given as much information as possible so they can be adequately prepared
- Closely monitor the progress of the job and ask the supervisor questions if something does not seem correct. Such as using a class B asbestos removalist
- Contact the client if asbestos is found and await instructions
- Ensure a clearance certificate has been provided by an **independent** contractor

Estimators

- Prior to attending the job review job notes or any other communication which may indicate asbestos may be present
- If it is present or likely to be present, ensure you have the following PPE prior to attending site
 - Disposable P2 mask
 - Disposable gloves

-Disposable body suit

Estimators cont..

- If it is likely for asbestos to be on site, ensure you are wearing your PPE prior to inspection
- If you discover broken / friable asbestos on site immediately arrange a make safe and leave the area. Remember to consider persons who may be at risk and always contact the claims team to provide an update on the situation
- If any person is at risk they must be instructed to not enter the area and contact the insurance provider immediately
- Ensure asbestos is on the scope of works if the works conducted involve or may involve the disturbance of asbestos
- Ensure asbestos is ticked on the quickscope risk assessment - provide detailed information or photos
- Include allowance for testing, removal and clearance certificate

Supervisors

- Review OHS tab in BBG connect – here lies the quickscope risk assessment and other information / communication regarding onsite hazards
- Conduct initial site inspection – if asbestos is likely to be on site ensure PPE is used if you must enter the area.
- Engage a class A asbestos removalist and obtain a SWMS
- Once the makesafe or other asbestos related work has been completed, you **must** engage an **independent** competent person to provide a clearance certificate. It cannot be the same person who completed the works
- Ensure no other persons are working whilst removal is happening, consideration needs to be taken for the safety of tenants or residents of the site and members of the public
- If Asbestos onsite is not damaged and does not pose a risk do not disturb it.
- Any work which may disturb asbestos requires a SWMS

If asbestos is found unexpectedly...

- Stop all works from being done
- Contact insurer and claims team then wait for direction.
- Risk assess danger to residents / public

Note: A hygienist may be required to assist in developing a scope of works for complex or high risk jobs.

Resources

[Bay building asbestos policy](#)

[Removing Asbestos code of practice - Victoria](#)

[Managing asbestos in the workplace code of practice - Victoria](#)

[How to manage asbestos in the workplace code of practice -national](#)

[How to safely remove asbestos code of practice - national](#)

[Asbestos safety – Australian government website](#)