Asbestos will be managed and controlled using a risk management based approach until all buildings and infrastructure are free of asbestos.

Asbestos management plans (including an up-to-date asbestos register) will be available for all facilities with asbestos.

Work activity with the potential to disturb asbestos will only be undertaken by trained staff following the issue of a work permit.

Removal of asbestos will only be carried out by appropriately licensed removalists.

Asbestos Management and Control Policy

Implementation Standard for Asbestos Management and Control

1. Purpose

This Implementation Standard identifies the minimum requirements that evidence the implementation of the Asbestos Management and Control Policy. It also identifies the responsibilities (and audit criteria) of individual positions in relation to implementation of these requirements.

2. Scope

This Implementation Standard applies to all Queensland Health employees, service providers and suppliers responsible for the management, operations and maintenance of buildings and supporting infrastructure controlled by Queensland Health.

3. Supporting documents

Authorising Policy:
- Asbestos Management and Control Policy.

Forms and templates
- Asbestos Management Plan template.

4. Related documents
- Capital Works Management Framework.
- Maintenance Management Framework.
5. Requirements

5.1 Compliance with Legislation, Codes of Practice and Queensland Government Policy

5.1.1 Health service districts and corporate office divisions shall comply with all asbestos management and control requirements detailed in:

- relevant State legislation
- Codes of Practice for the management and removal of asbestos, and

5.1.2 Health service districts and corporate office divisions shall ensure all local policies, directives, procedures or asset maintenance task specifications comply with the above mentioned requirements.


5.2 Identification and Registration of Asbestos Containing Material

5.2.1 Health service districts and corporate office divisions shall undertake to identify all asbestos or assumed asbestos in buildings, infrastructure, equipment, and in situations with naturally occurring asbestos.

5.2.2 Health service districts and corporate office divisions shall record the presence of confirmed or assumed asbestos in the Queensland Health Asbestos Register held within the Built Environment Materials Information Register (BEMIR). Details that need to be recorded include the condition and type of asbestos containing material and the level of risk. All updates are to be guided by BEMIR instructions and templates.

5.2.3 The identification of confirmed or assumed asbestos may occur as part of an asbestos survey or during any maintenance or renewal works. Sample testing of assumed asbestos containing material is required to confirm the presence of asbestos and the result of sampling that provides details of the type and friability of the asbestos containing material shall be included in the Asbestos Register.

5.2.4 Health service districts and corporate office divisions shall undertake annual surveys of confirmed and assumed asbestos for friable and high risk asbestos containing material and on a three yearly basis for non-friable and lower risk asbestos containing material.

5.2.5 Surveys shall be carried out by a competent person who has the skills and qualifications that are required by legislation and the Codes of Practice. All survey results shall be included in the Asbestos Register.
5.3 Risk Management Based Approach for Asbestos Management

5.3.1 Health service districts and corporate office divisions shall use a risk management based approach for the management and control of in-situ asbestos in buildings, infrastructure, equipment, and in situations where there is naturally occurring asbestos.

5.3.2 Health service districts and corporate office divisions shall use an Asbestos Management Plan in all facilities where asbestos is confirmed or assumed to be present. The facility Asbestos Management Plan shall be developed by using the Queensland Health Asbestos Management Plan template.

5.3.3 Health service districts and corporate office divisions shall ensure the Asbestos Register is reviewed before commencement of any work which has the potential to disturb confirmed or assumed asbestos (e.g. removal, maintenance work or the installation/alteration of any service).

5.3.4 Health service districts and corporate office divisions shall use the Work Area Access Permit (WAAP) process to control all work where asbestos has been identified or is assumed to be present.

5.3.5 Health service districts and corporate office divisions shall install asbestos warning signage in accordance with Australian Standards and the guidance associated with the Queensland Government Asbestos Management and Control Policy for Government Buildings.

5.3.6 Health service districts and corporate office divisions shall promote and sponsor the provision of training and educational asbestos awareness forums to ensure staff are aware of and comply with all the legislative and policy requirements.

5.3.7 Health service districts and corporate office divisions shall establish consultative arrangements with all employees and contractors to ensure any issues with legislative compliance and any local Asbestos Management Plan requirements are effectively managed.

5.4 Risk Management Based Approach for Asbestos Removal

5.4.1 Health service districts and corporate office divisions shall undertake the removal of asbestos based on its assessed level of risk. All high risk or friable asbestos and asbestos containing material that is in poor condition shall be removed as an immediate priority.

5.4.2 Health service districts and corporate office divisions shall undertake the removal of asbestos, where practicable, during renovation, refurbishment, demolition, or maintenance activities instead of encapsulating or sealing asbestos.

5.4.3 Health service districts and corporate office divisions shall use the WAAP process and engage asbestos removalists that have the appropriate licenses and qualifications to ensure that any asbestos removal work is undertaken in accordance with all the relevant Codes of Practice, legislative requirements and policy requirements.

5.4.4 Following asbestos removal work, health service districts and corporate office divisions shall update the Asbestos Register to ensure its currency and accuracy.
5.5 Asbestos Reporting


5.5.2 Health service districts and corporate office divisions shall provide all relevant asbestos-related information on request to the Asset and Property Services Branch, to facilitate Queensland Health reporting requirements to Government, the Minister for Health and other relevant executive bodies.

6. Review

This Standard is due for review on: 30 June 2014.

Date of Last Review: New Standard

Supersedes: New Standard

7. Business Area Contact

Asset and Property Services Branch

8. Responsibilities

<table>
<thead>
<tr>
<th>Position</th>
<th>Responsibility</th>
<th>Audit criteria</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chair, Health Infrastructure and Projects Executive Committee (HIPEC)</td>
<td>• Endorsement of policy and implementation standards.</td>
<td>• Endorsement within governance arrangements.</td>
</tr>
<tr>
<td>Deputy Director-General, Health Planning and Infrastructure Division</td>
<td>• Approval and publication on QHEPS of policy and implementation standards.</td>
<td>• Approval in line with Policy Management Policy.</td>
</tr>
</tbody>
</table>
| Senior Director, Asset and Property Services Branch, Health Planning and Infrastructure Division | • Policy custodian for policy and implementation standard.  
• Maintain the policy and implementation standard.  
• Coordinate whole of government initiatives, and reporting. | • Policy developed and maintained in line with Policy Management Policy. |
| Health Service District CEO (or their delegate).  
And Corporate Office Divisional Heads (or their delegate) who responsibilities under the Work Health and Safety Act 2011 | • Implementation of policy and implementation standards.  
• Appropriate resources (including allocation of budgets) to ensure implementation of policy and implementation standards for facilities under their control. | • Adherence to policy and implementation standard requirements.  
• Policy implementation is appropriately resourced. |
### 9. Definitions of terms used in this policy and supporting documents

<table>
<thead>
<tr>
<th>Term</th>
<th>Definition / Explanation / Details</th>
<th>Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>Asbestos Management Plan</td>
<td>Is a set of measures that when implemented forms an effective strategy to manage asbestos-related hazards and any associated potential risks to health and safety. Every facility with confirmed or assumed ACM requires an Asbestos Management Plan to be in place.</td>
<td>Asbestos Management and Control in Government Buildings (2011); - Technical Note. Department of Public Works.</td>
</tr>
<tr>
<td>Friable asbestos</td>
<td>Means material that is in a powder form or that can be crumbled, pulverised or reduced to a powder by hand pressure when dry, and contains asbestos.</td>
<td>How to manage and control asbestos in the workplace (2011); Code of Practice. Workplace Health and Safety Queensland.</td>
</tr>
<tr>
<td>Non-friable asbestos</td>
<td>Means material containing asbestos that is not friable asbestos, including material containing asbestos fibres reinforced with a bonding compound.</td>
<td>How to manage and control asbestos in the workplace (2011); Code of Practice. Workplace Health and Safety Queensland.</td>
</tr>
<tr>
<td>Work Area Access Permit (WAAP)</td>
<td>Means the written authorisation issued by the person with control of the premises, granting access to a designated area which is known to contain or assumed to contain asbestos containing material for the purpose of carrying out work.</td>
<td>Asbestos Management and Control Policy for Government Buildings (2011); Department of Public Works.</td>
</tr>
</tbody>
</table>

### 10. Approval and Implementation

**Policy Custodian**
Senior Director, Asset and Property Services Branch, Health Planning and Infrastructure Division

**Responsible Executive Team Member:**
Deputy Director-General, Health Planning and Infrastructure Division

**Approving Officer:**
Deputy Director-General, Health Planning and Infrastructure Division

**Approval date:** 01 June 2012

**Effective from:** 01 June 2012