

**ASBESTOS REFURBISHMENT SURVEY
FIRST FLOOR - BREGENZ HOUSE
QUAY STREET
BANGOR
BT20 5ED**

Areas Included in Survey: First Floor - Bregenz House
Areas NOT Surveyed: No areas were excluded from this survey



Prepared for:
Alastair Welch
Graham and Sibbald
233 St Vincent street
Glasgow
G2 5QY

| | | |
|---|--------------------------------------|------------------------------------|
| Total Records: | 9 | |
| Total Analysed Records: | 7 | |
| Records With No Asbestos Detected: | 8 | |
| Summary of ACMs and Suspected ACMs | Analysed/ Visually Identified | Presumed/ Strongly Presumed |
| Category A (Immediate action required): | 0 | 0 |
| Category B (Plan remedial works within 3 months):: | 0 | 0 |
| Category C (Plan remedial works within 6 months/Inspect biannually): | 0 | 0 |
| Category D (Inspect Annually): | 1 | 0 |

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Appendix A: Certificate of Analysis

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1.0 SUMMARY
PROJECT NUMBER A-05609
1.1 REPORT SUMMARY

| | |
|------------------------------|---|
| Report Instructed by: | Alastair Welch of Graham and Sibbald |
| Survey Type: | Refurbishment Survey |
| Site Address | FIRST FLOOR - BREGENZ HOUSE QUAY STREET BANGOR BT20 5ED |
| Building(s) Surveyed | First Floor - Bregenz House |
| Surveyor(s): | Allan Dickson |
| Surveyor Signature(s): |  |
| Survey Date | 05/09/2019 |
| Report Checked By: | Allan Dickson |
| Report Checked By Signature: |  |
| Report Quality Checked By: | Darroch McCartney |
| Report Checked By Signature: |  |
| Report Produced: | 09/09/2019 |
| Notes: | |

1.2 CONTACT POINTS AT ASBESTOS BUILDING SURVEYS LTD:

In the event of any queries regarding this report please contact:

Darroch McCartney
Operations Director

Telephone: 01355 222525
Facsimile: 01355 222595
Email: info@ask-abs.co.uk

1.3 PROJECT SUMMARY

| | |
|---------------------------------|---|
| Approximate Age of Building | 1960s |
| Approximate Size of Building | 200 m ² |
| Description of Property | A first floor office suite |
| Property Type | Commercial |
| No of Locations | 3 |
| Areas Excluded From Survey: | No areas were excluded from this survey |
| Survey Method: | HSG 264 Documented in house surveying procedures QP09 |
| Agreed Variations From Methods: | N/A |
| Purpose: | The purpose of the survey was to identify if and where asbestos containing materials have been used in the construction of the buildings. Following the survey, we have prepared the following report detailing our findings and the analysis of materials found. |
| Bulk Samples: | Bulk samples are collected of representative materials thought to contain asbestos. Where similar materials were found in many areas, these are not routinely sampled, and the report is based on the analysis of any representative samples collected. Analysis is carried out on any material by a UKAS Accredited Laboratory, either our own or a local approved contractor. Where samples have been collected a formal Certificate of Analysis is enclosed. |
| Scope of Works | Refurbishment survey to allow for partitions to be removed. |

1.4 EXECUTIVE SUMMARY

Identified Asbestos

| Area | Location | Material Type | Priority Category |
|-----------------------------------|----------|---------------|-------------------|
| 1st Floor, 003 Conference room | Flange | Gasket | D |

Refer to individual rooms/areas within the Report for details of remedial actions required.

Where no access is available to any room or area these are deemed to contain asbestos until access is granted to prove otherwise.

Areas Presumed/ Strongly Presumed To Contain Asbestos

No presumed or strongly presumed materials were identified during the course of the survey. Presumed results contained within this report will have a product type and material score typical of the product and expected condition normally associated with the non-accessed area or unit and when there is no evidence to confirm the area or unit to be asbestos free.

Strongly presumed results will have a product type and material score typical of the product and condition visually identified by the Surveyor when asbestos has been previously identified in similar material, or when the Surveyor determines that the product is commonly known to contain asbestos or materials that have the appearance of asbestos.

Specific areas / items excluded and not fully accessed during this survey:

All rooms/ areas were accessed.

1.5 UKAS ACCREDITATION

Asbestos Building Surveys Limited is a UKAS Accredited Type C Inspection Body (0298) for undertaking surveys for asbestos materials in premises covering:

- Management Surveys
- Refurbishment/Pre-demolition Surveys
- Re-Inspection Surveys

In accordance with HSG264 Asbestos: the survey guide.

1.6 ABBREVIATIONS

| | |
|-------|--------------------------------------|
| AIB | Asbestos Insulation Board |
| AC | Asbestos Cement |
| MMMF | Man Made Mineral Fibre |
| NASCT | Non-Asbestos Suspended Ceiling Tiles |
| NADIS | No Asbestos Detected in Sample |
| ACM | Asbestos Containing Material |
| NSMW | No Suspect Materials Within |

1.7 ASBESTOS REGISTER – ASBESTOS MATERIALS IDENTIFIED

| | |
|--------------------|---|
| Location | First Floor - Bregenz House, 1st Floor, Conference room 003 |
| Sample Type | Sampled |
| Sample Nr | ID006 |
| Description | Flange - Gasket |
| Quantity | 2 no. |
| Access | Low |



| Material Algorithm | | |
|-------------------------|--|----------|
| Product Type | AIB; gaskets; millboard textiles; paper; felt, rope | 2 |
| Damage | Low Damage | 1 |
| Surface Treatment | Composite materials containing asbestos: reinforced plastics, resins, vinyl tiles. | 0 |
| Asbestos Type | Chrysotile | 1 |
| Assessment Total | | 4 |

| |
|---|
| Recommendations: |
| Manage / remove if affected by scope of works |
| Notes: |
| Behind timber boxing. |

| Inspections / Events | | | | |
|----------------------|----------|----------|--------|--------------------------|
| Date | Surveyor | Comments | Action | Date Next Inspection Due |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

Algorithm Codes:

| Level of identification | Product Type (or debris) | Damage | Surface Treatment | Asbestos Type |
|--|--|---|---|---|
| ID – Sample taken for analysis VIS ID – Visually referenced to a sample taken previously P – Presumed, an absence of evidence to disprove the presence of asbestos SP – Strongly presumed | 1 – A/C; Composites; Artex; semi – rigid paint; floor tiles 2 – AIB; gaskets; millboard textiles; paper; felt, rope 3 – Insulation, spray; loose asbestos, mattresses and packing | 0 – No visible damage 1 – Low. Scratches; marks; broken edges on boards/tiles 2 – Medium. Significant breakage or several small areas of damage revealing loose asbestos fibres 3 – High. Severe damage, loose or visible debris | 0 – Composites, vinyl tiles 1 – Enclosed spray/lagging; AIB with exposed painted face; A/C 2 – Bare AIB, encapsulated spray/lagging 3 – Unsealed spray/lagging | 1 – Chrysotile 2 – Amphibole (not Crocidolite) 3 – Crocidolite |

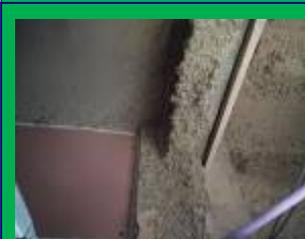
MAT – Material Assessment Total

| | | | |
|---|---|--|--|
| ≥10 = Category A High Potential for Fibre Release | 7-9 = Category B Medium Potential for Fibre Release | 5-6 = Category C Low Potential for Fibre release | ≤4 = Category D Very Low Potential for Fibre release |
|---|---|--|--|

1.8 NEGATIVE SAMPLES COLLECTED

| Non Asbestos Register | | | | | |
|-----------------------|------------|---------------|------------------|-----------|---|
| Floor | Location | Position | Product Type | Sample No | Photograph |
| 1st Floor | 001 Office | Loose | Sprayed Coating | ID003 |  |
| 1st Floor | 001 Office | Ceiling Tiles | Insulating Board | ID002 |  |
| 1st Floor | 001 Office | Firebreak | Insulation | ID001 |  |
| 1st Floor | 002 Office | Loose | Sprayed Coating | VIS ID003 |  |

Non Asbestos Register

| Floor | Location | Position | Product Type | Sample No | Photograph |
|-----------|---------------------|------------------|------------------|-----------|---|
| 1st Floor | 002 Office | Partition wall | Insulating Board | ID005 |  |
| 1st Floor | 002 Office | Pipe Insulation | Insulation | ID004 |  |
| 1st Floor | 003 Conference room | Coating to Floor | Adhesive | ID007 |  |
| 1st Floor | 003 Conference room | Loose | Sprayed Coating | VIS ID003 |  |

2.0 ASBESTOS MANAGEMENT

Failure to maintain current records will result in a breach of the Control of Asbestos Regulations 2012 i.e. a duty to “keep and maintain an up-to-date record of the location, condition, maintenance and removal of all asbestos-containing materials on the premises.” A material assessment has been undertaken and is included in this report.

This Asbestos Register should be made available to any of your employees and sub-contractors who may be liable to disturb any asbestos containing material detected during the course of this survey.

As part of the responsibility to manage asbestos within a building we recommend that all incidences be labelled.

A permit to work system should be implemented; this should be designed to avoid the accidental damage to asbestos arising from maintenance activities.

A custodian for the Asbestos Register should be identified and a system should be put in place which allows amendments to be authorised, in the form a controlled document.

2.1 SURVEY OBJECTIVES

The objective of the survey was to undertake an intrusive survey to identify and quantify asbestos containing elements within the building and to assess their condition, quantity, and likelihood of damage.

Following the survey, this Report has been prepared to advise our Client of our findings and any recommendations for the management of asbestos materials found.

This report aims to introduce relevant legislation relating to the safe management and control of Asbestos in properties in accordance with the Control of Asbestos Regulations 2012 with all survey findings will be compliant with HSG 264.

In addition, this document will serve as a reference document to assist future management or maintenance of Asbestos Containing Materials within a building/area.

Finally, this report will form an Asbestos Register and will provide information required to compile an Asbestos Management Plan compliant with Control of Asbestos Regulations 2012.

2.2 CONTROL OF ASBESTOS (2012) – KEY REGULATIONS

Regulation 4 of the Control of Asbestos Regulations (2012) states that the obligations of persons defined as “duty holders” have to manage Asbestos Containing Materials in non-domestic premises. This instrument defines a duty holder as being:

“every person who has, by virtue of a contract or tenancy, an obligation of any extent in relation to the maintenance or repair of non-domestic premises or any means of access or egress to or from those premises; or

In relation to any part of non-domestic premises where there is no such contract or tenancy, every person who has, to any extent, control of that part of those non-domestic premises or any means of access or egress to or from those premises,”

Regulation 4 also states the following:

“In order to manage the risk from asbestos in non-domestic premises, the duty holder must ensure that a suitable and sufficient assessment is carried out as to whether asbestos is or is liable to be present in the premises.”

This report satisfies this requirement, unless stated otherwise, by detailing the inspection findings reporting the presence of Asbestos Containing Materials in those areas given in the survey inspection detail.

Where possible the Surveyor has attempted to interpret the needs of the client in their refurbishments works, however the reader must satisfy themselves that the report includes those areas affected by refurbishment works.

2.3 TYPE OF ASBESTOS SURVEY TO BE UNDERTAKEN

Asbestos surveys within buildings are conducted as either part of the planned demolition or refurbishment of the building i.e. **Refurbishment/Pre-demolition Survey** or as part of the safe management of the day-to-day maintenance activities within the facility i.e. **Management Survey**.

The principal difference is the degree of destructive testing that occurs in a demolition or refurbishment survey compared with management survey. In all instances the type of asbestos present within the building, the form it takes, and the quantity is identified. In the case of the Management Survey, however, a material assessment for each incidence of asbestos is prepared (see Section 3).

There is question of balance to be achieved in acquiring sufficient information to manage the risk and the degree to which damage is caused to the fabric of the building.

For the purposes of this project, we have undertaken a **Refurbishment Survey** of this site and have provided information on **Asbestos Materials Identified, Section 1.7 which includes a Materials Assessment and Recommendations**, for these buildings.

Our recommendation is to use the survey data with caution and use it as a basis to re-inspect concealed areas that will need to be exposed as part of the enabling works during major construction works.

Every effort has been made to identify all Asbestos materials so far as was reasonably practicable to do so within the scope of the survey and the attached report. Asbestos Building Surveys Ltd will follow guidance within “Asbestos: The Survey Guide (HSG264)” and our in-house procedures to ensure a comprehensive survey is provided. Where there is to be any deviation from these methods, this will be agreed with the client prior to any works being commenced by way of our contact/quotation.

Where investigation of an intrusive nature (within the scope of the survey being performed) is needed to discern the presence of a material, and the property is occupied during the inspection the level of intrusion may be restricted. As far as is reasonably practicable such restrictions will be indicated within the “Specific areas / items excluded and not fully accessed during this survey” section of this report. Scenarios leading to the intrusion restriction may (by way of example) include (but are not limited to) security integrity of the building envelope, significant damage to decorative finishes, risk to the structural integrity of the building, occupation within adjacent areas. Investigations undertaken in such situations may, through circumstantial restrictions, be incomplete. Further investigation works may be required once unrestricted accessed can be offered.

Asbestos Building Surveys

Asbestos Building Surveys cannot accept any liability for loss, injury, damage or penalty issues that arise for reasons of survey scope limitations. Asbestos Building Surveys cannot be held responsible for any damage caused as part of the survey carried out on your behalf. Due to the nature and necessity of sampling for Asbestos some damage is unavoidable and will be limited to that necessary for the taking of samples.

All quantities detailed are approximate and should be used for guidance only.

The inspection and testing will be conducted to minimise any disruption to the occupiers as far as reasonably practicable. To this end the building or area undergoing survey should be unoccupied in order to minimise the risk to employees or members of the public within the premises. Ideally, the building or area will not be in use and all furnishings will have been removed. It should be noted that occupied or operational buildings may place certain restrictions on the scope of the survey in respect of intrusive access and sampling strategy, for example, it will not be possible to inspect above a ceiling which is a known or suspected ACM, and that it may prove impossible to adequately investigate all areas of the property at the time of the initial survey. Where this is the case it may be required to undertake additional surveys or inspections immediately prior to the proposed refurbishment or demolition works at a time and cost agreed with the client. Aspects of these additional inspections, e.g. penetration of known ACMs, may also require the services of a Licenced Asbestos Removals Contractor and notification of the work to the Enforcing Authority. It is the client's responsibility to ensure that the information provided in the survey is adequate and relates to their requirements.

Unless specifically identified within the report, no responsibility can be accepted by Asbestos Building Surveys Ltd for non-systematic or random use of Asbestos within the property or in contract to the products and uses as detailed in HSG264, Appendix 2, for example adhoc uses of packers in cavities (wall(s), floor, ceiling). Not only are these items small, but their occurrence is sporadic, and they may only become visible once complete sections of the wall, floor or ceiling are removed during demolition or refurbishment. In addition, unless specifically identified within the report, no responsibility can be accepted by Asbestos Building Surveys Ltd for stored or portable items of Asbestos.

Survey techniques used involves trained and experienced surveyors using the combined approach with regard to visual examination and necessary bulk sampling. It is always possible after a survey that asbestos based materials of one sort or another may remain in the property or area covered by that survey, this could be due to various reasons:

Materials hidden or obscured by other items or cover finishes i.e. over boarding etc. Asbestos hidden as part of the structure to a building and not visible until the structure is dismantled at a later date.

Debris from previous asbestos removal projects may well be present in some areas; general asbestos debris does not form part of this survey however all good intentions are made for its discovery.

The scope of this survey related only to building(s) or area(s) inspected and does not include any form of investigation of the land on which that building is located unless otherwise stated.

2.4 ELEMENTS SURVEYED WITHIN THE BUILDING

To achieve the forgoing objectives, a walk through/sampling survey, with inspection of ducts, floor spaces and other reasonably accessible cavities was undertaken.

In the absence of a specific brief from the client, the standard areas for inspection are:-

- | | |
|--|--|
| <ul style="list-style-type: none"> <i>Internal partitions</i> <i>Boiler flues</i> <i>Beam casings</i> <i>Soffits</i> <i>Thermal insulation</i> <i>Riser shafts</i> <i>False ceilings</i> <i>Door Panels</i> <i>External roofs and gutters</i> <i>Roof spaces</i> <i>Textured coatings</i> | <ul style="list-style-type: none"> <i>Roof linings</i> <i>Ceiling tiles</i> <i>Ceiling return panels</i> <i>Fire cells</i> <i>Windowsills</i> <i>Heater unit</i> <i>Bulkheads</i> <i>Seals and gaskets</i> <i>Drainpipes</i> <i>Floor spaces</i> <i>Thermoplastic floor tiles</i> |
|--|--|

2.5 SURVEY LIMITATIONS

Survey techniques used involves trained and experienced surveyors using the combined approach with regard to visual examination and necessary bulk sampling. It is always possible after a survey that asbestos based materials of one sort or another may remain in the property or area covered by that survey, this could be due to various reasons:

| Areas of No Access | Comments |
|-------------------------------------|---|
| Live Plant and Electrical Equipment | <p>Enclosed or internal areas of any potentially live plant or equipment may contain asbestos materials.</p> <p>Access to live plant and electrical equipment is excluded from the scope of survey unless specifically requested by the Client. Safe access, including copies of isolation certificates must be provided by the client in the event that such equipment is inspected.</p> |
| Portable Plant or Equipment | Portable plant or equipment will not be accessed. |

2.6 NOTIFIABLE ASBESTOS REMOVAL WORKS

Notifiable works

Work with asbestos insulation, asbestos coatings (with the exception of most textured coatings) and asbestos insulation board are deemed as Notifiable works in the Control of Asbestos Regulations 2012 and as such require a 14-day notification to the HSE prior to removal works commencing. There are minor exemptions to the clause covering minor/short duration works.

The waste should be disposed of as asbestos waste and requires a 3 day notification to SEPA/EPA on a waste consignment note.

Non-notifiable works

Changes incorporated in the Control of Asbestos Regulations 2012 included the requirement to notify certain non-licensed works to the HSE prior to work commencing.

For further information please visit:-

www.hse.gov.uk/asbestos/licensing/notifiable-non-licensed-work.html

OR

www.hse.gov.uk/asbestos/essentials/index.htm

The waste however, should be disposed of as asbestos waste and requires a three day notification to SEPA/EPA on a waste consignment note.

3.0 ASBESTOS SURVEY METHODOLOGY

Surveys are undertaken in accordance with the Company's documented In-house Quality Procedure QP09 Procedure for Surveying, Sampling and Material Assessment which is based on HSG264 Methodology.

The objective was to identify asbestos materials and where appropriate obtain representative samples for analysis. Analysis was achieved by employing standard polarised light microscopy and dispersion staining at the premises of our preferred Laboratory partner, in accordance with accreditation under the United Kingdom Accreditation Service (UKAS). Details can be provided upon request.

3.1 BULK SAMPLING

Careful sampling procedures and techniques are important if the survey is going to be executed in a successful and safe manner.

It is important that the sampling activity is undertaken in such a manner that the following objectives are achieved:-

- A representative sample of the material is obtained. For example, with respect to thermal insulation, it is important that complete core samples, rather than superficial samples are obtained.
- Sampling is undertaken in such a way that cross-contamination is prevented, and erroneous results are not produced.
- Sampling is undertaken in a manner that does not place the surveyor or any third party at risk. Careless sampling will give rise to the unnecessary release of asbestos.
- Further details on sampling and safety protocols are established in our Quality Procedure QP09 Procedure for Surveying, Sampling and Material Assessment.

3.2 MATERIAL RISK ASSESSMENT

Each room must be inspected individually noting any materials that may contain asbestos and taking samples as appropriate. Various details on possible asbestos materials are noted as per the Asbestos Register – Asbestos Materials Identified – Section 1.5. Each parameter is recorded on the Asbestos Building Surveys Ltd. asbestos survey worksheet and a Material Assessment Algorithm completed for each item. Recommendations are provided for each item identified.

4.0 ASBESTOS REGISTER INFORMATION

The Asbestos Register itemises those areas where asbestos containing materials have been detected and provides recommendations regarding subsequent management and remediation, where required.

4.1 POST SURVEY ACTION

The Asbestos Register should be combined with a permit-to-work system supplemented with an asbestos-labelling scheme, which is designed to avoid the accidental damage to asbestos arising from maintenance activities.

It is important that a system is in place that will allow the Asbestos Register for this site to be kept up to date. In particular, when asbestos is removed, the Asbestos Register should be amended.

Where asbestos has been identified regular re-inspections should be undertaken to review the condition of the asbestos containing material. If the material deteriorates or is subject to damage, then a facility should exist for the records to be revised and appropriate action taken.

APPENDIX A CERTIFICATE OF ANALYSIS

09 September 2019

Lab Number: A-05609

Alastair Welch
Graham and Sibbald
233 St Vincent street
Glasgow
G2 5QY

| | |
|----------------------------|-------------------|
| Samples Taken: | 05/09/2019 |
| Submitted By: | Allan Dickson |
| Date Certificate Produced: | 09 September 2019 |
| Analysed By: | Gina King |
| Date Analysed: | 09/09/2019 |

Re A-05609 – Suspected asbestos from FIRST FLOOR - BREGENZ HOUSE, QUAY STREET, BANGOR, BT20 5ED

Samples analysed using in-house procedure, QP14 Procedure for Analysis of Bulk Materials for Asbestos, referencing HSG 248. Where digitally signed, printed copies are uncontrolled. Certificate may not be reproduced without written approval of Asbestos Building Surveys Ltd. Asbestos Building Surveys Ltd will not accept responsibility for errors arising from sampling or transport by third party and accepts responsibility only for analysis results of samples received to laboratory.

Key: *Crocidolite (Blue Asbestos), Amosite (Brown Asbestos), Chrysotile (White Asbestos) NAD (No Asbestos Detected)*
Other Asbestos Amphiboles: Fibrous Actinolite, Fibrous Tremolite, Fibrous Anthophyllite.
“**”: Opinions and interpretations expressed herein, and Analytical Results identified by “**” are outside the scope of UKAS accreditation.

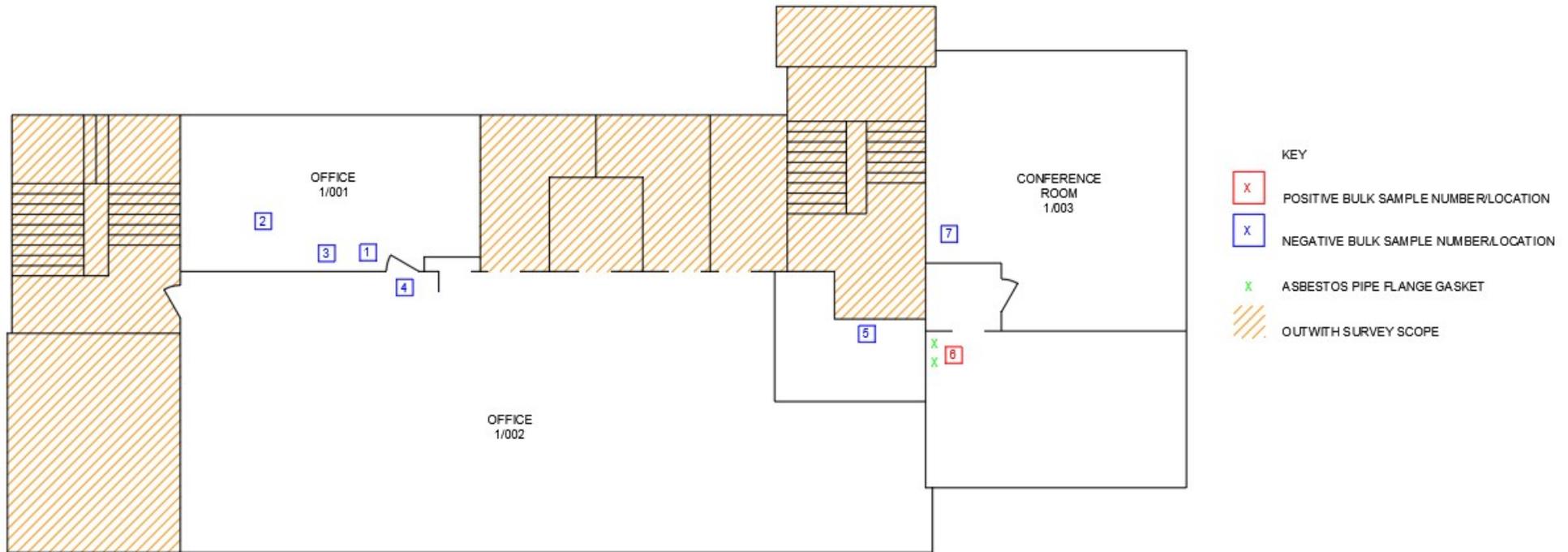
| Sample Number | Sample Location | Material | Result | Notes |
|---------------|---|------------------|------------|-------|
| ID001 | First Floor - Bregenz House, 1st Floor, Office (001), Firebreak | Insulation | NAD | |
| ID002 | First Floor - Bregenz House, 1st Floor, Office (001), Ceiling Tiles | Insulating Board | NAD | |
| ID003 | First Floor - Bregenz House, 1st Floor, Office (001), Loose | Sprayed Coating | NAD | |
| ID004 | First Floor - Bregenz House, 1st Floor, Office (002), Pipe Insulation | Insulation | NAD | |
| ID005 | First Floor - Bregenz House, 1st Floor, Office (002), Partition wall | Insulating Board | NAD | |
| ID006 | First Floor - Bregenz House, 1st Floor, Conference room (003), Flange | Gasket | Chrysotile | |
| ID007 | First Floor - Bregenz House, 1st Floor, Conference room (003), Coating to Floor | Adhesive | NAD | |

Authorised By: Darroch McCartney

Signed:



APPENDIX B SITE PLAN



| | | | | |
|---|--------------|--|---------------|---------------------------|
|  | Project Ref: | A-05609 | XX/00X | Floor level / room number |
| | Date(s): | 05/09/2019 | ID00 | Positive sample number |
| | Client: | Graham and Sibbald | ID00 | Negative sample number |
| | Site | FIRST FLOOR - BREGENZ HOUSE QUAY STREET BANGOR BT20 5ED | | Non-accessed area |

APPENDIX C LOCATION SUMMARY

| Location | Floor | Walls | Ceiling | Sampled Materials (NSMW = No Suspect Materials Within) | Miscellaneous |
|-----------------------------------|----------------------------------|--|---|---|--|
| 1st Floor / 001 / Office | Carpet, Concrete | Brick Plaster, Glass | Concrete, Insulating Board, Non Asbestos Suspended Ceiling Tiles | ID001: Insulation, ID002: Insulating Board, ID003: Sprayed Coating | Sprayed insulation to beams. Timber skirting boards and door facings. |
| 1st Floor / 002 / Office | Carpet, Concrete | Brick Plaster, Glass, Insulating Board | Concrete, Non Asbestos Suspended Ceiling Tiles | ID004: Insulation, ID005: Insulating Board, VIS ID003: Sprayed Coating | Sprayed insulation to beams partially clad with plasterboard. Timber skirting boards and door facings. Foam and Mmmf pipe Insulation. Concrete columns. |
| 1st Floor / 003 / Conference room | Adhesive, Carpet, Concrete | Brick Plaster, Timber | Concrete, Non Asbestos Suspended Ceiling Tiles | ID006: Gasket, ID007: Adhesive, VIS ID003: Sprayed Coating | |