

	Asbestos Checklist	Ref: SED 02 04-FM01	Ver: C01
		Date: 08/09/23	
		Asset Delivery	

ASBESTOS CONTROL CHECK LIST ASSOCIATED WITH ALL WORK ACTIVITIES

Activity Reference: 617900

(For schemes this is the PIN.
For cyclical works this would
be the Schedule of Rates reference)

PIN Title: Area 12 Broughton
Resurfacing

Asset Name
(For schemes this is the
asset name and for cyclical
it's asset type) Broughton Depot

**Reference (Structure
Key or Marker
Post{s})** Works are taking place inside National Highways Depot off of the main
network so a MP is difficult to give.

Description of works:
maintenance scheme,
improvement or
upgrade scheme,
routine maintenance
reactive works.

The surfacing in Broughton depot is showing signs of deterioration due to the age of the surfacing and because of winter maintenance activities. Surfacing defects are evident around the depot which are becoming hazardous. These could lead to slips, trips and/or falls. Maintenance costs will increase if improvements are not carried out. It is proposed to resurface the affected areas with a suitable material to ensure the longevity of the surfacing.

GENERAL NOTES

G1 A check list should be completed:

- For each discrete maintenance scheme (copy of the final checklist to be included in the appropriate individual Asbestos Action Plans (AAP) for each affected asset).
- For each major scheme (copy of the final checklist to be included in the appropriate individual Asbestos Action Plans (AAP) for each affected asset).
- For inspection or other specialist work requiring intrusive testing or investigation works to an asset.
- For each cyclical maintenance activity type – the type of activity should be described in the Description box. Copies shall be contained in the maintenance requirements plan.
- For each typical reactive maintenance type – the type of activity should be described in the Description box. This shall be for those reactive activities where all the risks are the same each time the activity is carried out.

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- G2 Where surveying and testing has not proved to be practicable prior to work being carried out to an asset, the presumption must be made that asbestos is present, especially for buried or hidden features, unless materials involved can be categorically stated not to contain asbestos. See also AAP guidance in GG105. This must be reflected in Risk Assessments and information prepared for Health and Safety Plans and appropriate measures taken.
- G3 Each checklist will apply for the life cycle of the scheme or maintenance activity. When work is completed, the form should be signed off by the Dutyholder Planowner. The AAP should be updated with any changes to the asbestos information.
- G4 It is recommended that this Check List should be incorporated into provider's project management systems, with modifications as necessary.

Pre-construction checklist (see notes on back page) - Items 1 to 7 completed by Asset Engineering Team

	Yes	No	N/A	Comments
1 Was an Asbestos Action Plan in place prior to work being identified?	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
2 Are Asbestos Containing Materials present or suspected to be present in areas or elements where work is planned?	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
If yes, what are the materials and where are they located?				
If no, why not?				
3 Will work disturb an Asbestos Containing Material or presumed Asbestos Containing Material?	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
If yes, what are the materials and where are they located?				
4 Have additional surveys, samples, tests, assessment been completed including further Refurbishment and Demolishment surveys as required to cover the extent of proposed works?	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
If yes, what are the summary findings and date of the report?				
5 Have Design Risk Assessments been carried out with respect to asbestos and included in CDM processes?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
6 Under the Control of Asbestos Regulations 2012, is any proposed asbestos-related work classed as Licensed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

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If not, why not?

*****HOLD POINT*****

Prepared by: Harrison O'Connor _____ Approved by: _____
Asbestos Duty Holder
Planowner

Date: _07/09/2023_____ Date: _____

Pre-construction checklist (see notes on back page) - Items 8 to 14 to be completed by the Project Manager

	Yes	No	N/A	Comments
7 Has all relevant asbestos survey information been handed over to inform Detailed Design? (not applicable for cyclical maintenance)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
8 During Detailed Design, were there any scope changes that instigated or required further survey works? (not applicable for cyclical maintenance)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
9 Have Design Risk Assessments been carried out with respect to asbestos and included in CDM processes?	<input type="checkbox"/>	<input type="checkbox"/>		
10 Has pre-construction information been passed to the contractor?	<input type="checkbox"/>	<input type="checkbox"/>		
11 Have Method Statements and Risk Assessments been received from the Contractor for work on Asbestos Containing Material?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
12 Has the Health and Safety Executive notified if Licensed work for removing Asbestos Containing Material is to be carried out? (not applicable for cyclical maintenance – removal would be planned non-cyclical activity)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

*****HOLD POINT*****

Prepared by: _____
Project Manager

Date: _____

Post-construction checklist (see notes on back page) – to be confirmed by the Project Manager

		Yes	No	N/A	Comments
13	Did work involve removal of ACM or demolition of elements including ACM? <small>(Cyclical works is always no as removal is a separate activity)</small>	<input type="checkbox"/>	<input type="checkbox"/>		
14	If asbestos was removed have consignment notes and other details of Special Waste disposal been received from Contractor? <small>(Cyclical works is always N/A as removal is a separate activity)</small>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
15	Date works on ACM completed (planned or unplanned)				
16	Did the works uncover any unsuspected ACM? If yes, what was it? Brief summary of outcome	<input type="checkbox"/>	<input type="checkbox"/>		
17	Did work involve control measures in an area of ACM and what were they?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
18	Has the Asbestos Action Plan been updated via a copy of this check list?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Prepared by: _____ National Highways Project Manager	Approved by: _____ Asbestos Duty Holder Planowner
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Date: _____	Date: _____
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Please ensure that National Highways databases have been updated to reflect the changes.

END OF CHECKLIST

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Notes for EACH Specific Question / Section of the Check List

Question 1:

For the first few years of applying the Asbestos Management System, AAPs will not be in place prior to identified work programmes. However, it is the intention that AAPs should be prepared for all assets prior to works being carried out.

Question 2:

This information should come from survey results in the AAP (when completed). If this is not available, a presumption should be made that hidden elements may contain asbestos unless strong evidence to the contrary.

Question 4:

This applies to surveys and testing work specifically required in advance of identified work which may disturb ACMs. This could include tests on dust and debris to be removed prior to routine maintenance on bearing shelves etc.

Question 5:

This is to ensure that asbestos issues from the register are integrated into the Construction Design Management (CDM) processes.

Question 6:

Certain works on ACMs require notification to The Health and Safety Executive (HSE) 14 days prior to contractors carrying out work. See HSE guidance and CAR 2012.

Question 11:

This is to ensure that asbestos issues are integrated into CDM processes.

Question 18:

Occasionally work may uncover ACMs which were totally unexpected. Contractors should be prepared for this situation under their obligations as an employer under The Control of Asbestos Regulations (CAR) 2012 and other Health and Safety legislation.

Question 20:

AAPs should be updated by appending a copy of the completed check list where ACMs have been affected or where new ACM information has come to light.

Question 21:

Where ACMs have been confirmed, sealed or removed as part of any works, the entry in the appropriate database should be amended accordingly.