ASBESTOS COMPLIANCE MANAGEMENT SERVICES

ASBESTOS MANAGEMENT SURVEY

NOCTON VILLAGE HALL
MAIN STREET
NOCTON
LINCOLN
LN4 2BH

JOB NO.:	**ACMS: 2136**
DATE OF SURVEY:	**02/09/2014**
REPORT DATE:	**08/09/2014**
RE-INSPECTION DATE:	**08/09/2015**
SURVEY CARRIED OUT BY:	**G. ROSS**
REPORT CHECKED BY:	**GEOFF ROSS**

REPORT PREPARED FOR

STEVE ALTRIDGE
C/o
NOCTON PARISH COUNCIL

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1. SUMMARY

1.1. Following instructions to carry out an Asbestos Management Survey of the building known as Nocton Village Hall, Main St, Nocton, ACMS visited site on Tuesday 2nd September 2014

1.2. The survey was conducted in accordance with the Health and Safety at Work Act 1974, CAR 2012, HSE Guidance Document HSG264 and ACMS Ltd in-house policies and procedures.

1.3. Table of ACM's identified during survey: -

Sample No.	Floor Level	Room / Area	Sample Description	Asbestos Type
01	External	Roof eaves	Asbestos Cement	Chrysotile
02	Ground	Bar area	Sink pad	Chrysotile

1.4. Full details of any suspected ACM's identified and recommendations made can be found in Appendix 1 – Survey Data Sheets and Appendix 3 – Photograph Identification Sheets.

1.5. Any asbestos findings should be brought to the attention of all those persons who are likely to be exposed to asbestos, especially any contractors working on site, ideally at the tendering stage.

1.6. This report remains the property of ACMS Ltd and the client named herein.

1.7. The report and the survey data sheets should be read in their entirety as a complete document in colour. It should be noted that the findings of the survey are discussed across the report in its entirety. It is therefore imperative that this document is read comprehensively; ACMS Ltd will not be responsible for misinterpretation of information gleaned from an incomplete report.

1.8. Opinions and interpretations expressed within this report are based on the surveyor's knowledge and experience of the asbestos industry.

2. NO ACCESS AREAS

2.1. No access was gained into the following areas for the reasons given. These areas should be presumed to contain asbestos until proven otherwise.

Block	Floor Level	Room / Area	Reason for no access
All	All	Live Plant & Electrics	Safety

2.2. Only limited access was gained into the following areas for the reasons given. These areas should be presumed to contain asbestos until proven otherwise.

Block	Floor Level	Room / Area	Reason for limited access

3. INTRODUCTION

3.1. This asbestos survey was carried out in accordance with the method stated in the HSE Guidance Document HSG264 and ACMS Ltd in-house policies and procedures.

3.2. The scope of works as agreed by the client is as follows:

Determine the location of materials likely to contain asbestos, in the main building only

Presume materials to contain asbestos unless documented evidence can be provided

Assess the risk of exposure from ACM's and presumed ACM's, by way of a material assessment score (see appendix 1)

Give recommendations that help the Duty Holder determine the actions necessary to prioritize and manage any risk

Provide a written record of the location of the ACM and presumed ACM's

3.3. Survey data sheets detailing any ACM's identified can be found in Appendix 1 of this report.

3.4. The Certificate of Analysis detailing the sample analysis results from the UKAS accredited laboratory can be found in Appendix 2.

3.5. Photographs were taken to amplify the report findings. These photographs can be found in Appendix 3.

3.6. No site layout plans were issued

4. OBSERVATIONS

4.1. A large single storey building (circa 1980's)

4.2. All internal areas of the floors were included in this survey.

4.3. The floors are concrete

4.4. Floor area is spilt into 2 (Bar area and a village hall area)

4.5. No Asbestos pipe insulation was noted

4.6. No Asbestos Insulation Board was noted

4.7. Externally, the walls are brickwork, internally breeze block

4.8. The roof was of a felt and tile design

4.9. At the time of the survey the property was un-occupied. Access into live equipment was not possible.

5. SAMPLING AND ANALYSIS PROCEDURES

5.1. The survey was conducted by means of visual inspection and subsequent sampling of suspected ACM's. The survey was carried out by a trained and experienced team of surveyors who are BOHS P402 – 'Building Surveys and Bulk Sampling for Asbestos' qualified with a minimum of six months experience. The survey is conducted in accordance with HSE Guidance Document HSG264 and ACMS Ltd in-house policies and procedures.

5.2. Where the surveyor suspected a material to contain asbestos, a bulk sample was taken for analysis using tools as highlighted in the HSE Guidance Document HSG264 and ACMS Ltd in-house policies and procedures.

5.3. Representative samples of materials suspected of containing asbestos were carefully collected and double bagged in sealable polythene bags. The samples were then transferred to the office in a sealed, airtight container

5.4. Equipment used for the collection of samples was decontaminated prior to each sample being collected.

5.5. After collection of a sample, the surfaces of the area around the sampled point were sealed in accordance with HSE Guidance Document HSG264 and ACMS Ltd in-house policies and procedures.

5.6. The sample was given a reference number and a self-adhesive label, unless otherwise stated by the client, was affixed to the area sampled.

5.7. In areas where there were substantial quantities of visually uniform materials, a small number of samples were taken as being representative of the whole area. Hence, visually similar materials identified within the same area were **presumed** to be of similar composition e.g. AIB beam cladding.

5.8. Where sampling was not possible and the materials were known to contain asbestos fibres e.g. toilet cisterns, cement flues etc., these were **strongly presumed** to contain asbestos.

5.9. Where a sample was not taken of a suspect ACM, but there is a possibility that the material contains asbestos fibres, the sample has been **presumed** and highlighted within this report.

5.10. Where ACM's were known to contain low, diverse quantities of asbestos fibres, a composite sample of the material was collected from various locations within the same area e.g.: textured coating. This sampling strategy was also applied to floor debris, which was suspected of containing loose asbestos fibres, in certain areas.

5.11. Where a material had not been sampled, but was visually similar to a sampled material, it was cross-referenced to an existing sample by stating 'As XX' on the survey data sheets.

5.12. All samples collected are sub-contracted to a UKAS accredited laboratory and analysed in accordance with the HSE Guidance Document HSG248 – Asbestos: The Analyst Guide for Sampling, Analysis & Clearance Procedures and BS EN ISO/IEC 17025.

5.13. The samples are retained by the laboratory for a minimum of 6 months from date of receipt, which is identified on the certificate of analysis.

6. CAVEATS AND EXCLUSIONS

6.1. Every effort has been made to identify all asbestos materials as far as reasonably practicable within the scope of the survey. The method used to carry out the survey was agreed with the client prior to commencement of works.

6.2. It is important to point out to the client that no survey can guarantee 100% detection of ACM's. If suspect ACM's are found, work should cease immediately and competent assistance should be sought to identify the material.

6.3. For safety and technical reasons, access within plant and machinery is excluded from this survey, including internal areas of ventilation systems. If subsequent access to one of these areas exposes materials, which could reasonably be expected to contain asbestos, work should cease immediately and competent assistance should be sought to identify the material.

6.4. For safety and technical reasons, it was not possible to inspect live electrical equipment systems. If subsequent access to these areas exposes materials, which could reasonably be expected to contain asbestos, work should cease immediately and competent assistance should be sought to identify the material.

6.5. Where insulation material on pipework, boilers and clarifiers has been identified as being non-asbestos e.g. MMMF, it is possible that traces of residue of previous asbestos containing insulation material may have been left behind, as a consequence of poor quality asbestos removal methods. It is, therefore, not possible to confirm the existence or the extent of such trace residues without removal of all or most of the overlying non-asbestos insulation, such as may occur during major alterations. ACMS Ltd cannot accept liability for the failure to detect such residues in this survey. If major alterations are to be carried out in a specific area where it is possible that residual asbestos may be found, then a further investigation of the specific area should be carried out before any work is commenced.

6.6. Where suspected ACM's were found during the survey, it is not the policy of ACMS Ltd to disturb the material in anyway other than to take a representative sample (unless agreed and authorised by the client). ACMS Ltd cannot, therefore, take responsibility for the presence of asbestos materials behind identified ACM's.

6.7. ACMS Ltd cannot accept liability for cosmetic or structural damage incurred during sampling and surveying following the sampling strategy agreed with the client. By its very nature, an asbestos survey requires a reasonable degree of damage to components for subsequent laboratory identification.

6.8. ACMS Ltd accepts no responsibility for the failure to identify suspected ACM's that may be located in small randomly distributed amounts where other points in the same structure have been checked and shown to be asbestos free, e.g. in CLASP buildings or portable buildings, where asbestos products can often be used as packers etc.

7. MATERIAL RISK ASSESSMENT

7.1. The material risk assessment is determined by assessing each ACM identified during the survey. The assessment is made using the algorithm defined in the HSE Guidance Document HSG264.

SAMPLE VARIABLE	SCORE	EXAMPLES OF SCORES
PRODUCT TYPE	1	Asbestos cement, textured coatings, floor coverings, bitumen roofing felts & sink pads, toilet cisterns.
	2	Asbestos insulating boards, millboards, asbestos gaskets, asbestos rope, thermal insulation paper.
	3	Thermal insulation, sprayed coating, asbestos debris.
EXTENT OF DAMAGE / DETERIORATION	0	Good condition: no visible damage.
	1	Low damage: a few scratches or surface marks: broken edges on boards, tiles, etc.
	2	Medium damage: significant breakage of materials or several small areas where material has been damaged revealing loose asbestos fibres.
	3	High damage or delamination of materials, sprays and thermal insulation. Visible asbestos debris.
SURFACE TREATMENT	0	Composite materials containing asbestos: reinforced plastics, resins, and vinyl tiles.
	1	Enclosed sprays and lagging, asbestos insulating board (with exposed face painted or encapsulated), asbestos cement sheets etc.
	2	Unsealed asbestos insulating board, or encapsulated lagging and sprays.
	3	Unsealed lagging and sprays.
ASBESTOS TYPE	1	Chrysotile (white).
	2	Amphibole asbestos including Amosite (brown)
	3	Crocidolite (Blue), or presumed asbestos content.
TOTAL		

SCORE	POTENTIAL TO RELEASE ASBESTOS FIBRES
10 or more	High
7 – 9	Medium
5 – 6	Low
4 or less	Very Low

7.2. The material assessment identifies the high-risk materials, i.e.: those that will most readily release airborne fibres if disturbed.

7.3. It does not automatically follow that those materials assigned the highest score in the material assessment will be the materials that should be given a priority for remedial action. Management priority must be determined by carrying out a risk assessment, which will also take into account factors such as:

Likelihood of disturbance – the two factors that affect the likelihood of disturbance is the extent or amount of the ACM and its accessibility/vulnerability e.g. AIB soffits at high-level and outdoors are generally inaccessible without the use of ladders and, therefore, unlikely to be disturbed. Whereas internal walls, within a hospital, lined with AIB panels would be more likely to be disturbed by trolley/bed movements.

The algorithm used by ACMS Ltd for assessing the accessibility of an ACM is as follows:

SAMPLE VARIABLE	SCORE	EXAMPLES OF SCORES
ACCESSIBILITY	LOW	Usually inaccessible or unlikely to be disturbed
	MEDIUM	Occasionally likely to be disturbed
	HIGH	Routinely disturbed

7.4. There are other factors that should be considered, such as maintenance activity, location and human exposure (see HSE document HSG 227 ‘A Comprehensive Guide to Managing Asbestos in Premises’ (2002)).

7.5. It is the responsibility of the duty holder to assess these parameters, as he/she will have a more comprehensive knowledge of their site.

7.6. The material assessment score is added to the priority assessment score to give an overall risk assessment for each ACM identified. The higher the risk assessment scores for an ACM, the greater the risk of airborne fibre release from the material.

7.7. The total risk assessment enables the duty holder to prioritise remedial action in regards to the ACM’s identified within the specified site and develop a management plan.

7.8. It is recommended that regular inspections be undertaken to manage ACM’s as part of a management plan. The HSE Guidance Document HSG264 states that the person carrying out inspections and assessing the condition of asbestos must be competent and possess enough knowledge about asbestos to make decisions on its continual management.

7.9. Should you require the peace of mind of knowing that qualified professionals undertake your assessments, ACMS Ltd has the staff with the appropriate knowledge and experience to inspect sites, make appropriate assessments and update your asbestos register.

8. CONCLUSIONS AND RECOMMENDATIONS

8.1. Appendix 2 contains the Certificates of Analysis ERL58584, dated 3rd September 2014, which lists the results of the samples taken.

8.2. A total of 3 samples were analysed for asbestos of which 2 (two) have been identified as containing asbestos fibres.

8.3. Both samples are classed as low risk, but still need to be managed, to ensure the materials are not accidentally disturbed

8.4. Any areas that have been noted as having asbestos that is damaged/debris/dust/residues, should be subject to restricted access until a full risk assessment has been carried

8.5. Specific recommendations for any ACM's identified have been made on the survey data sheets and photograph identification sheets (See Appendices 1 & 3)

8.6. All work with ACM's is controlled under the Control of Asbestos Regulations 2012. The object of these regulations, which are made under the Health and Safety at Work Act 1974, is to minimise workers' and anyone else's exposure to asbestos fibres both within the workplace and the surrounding area.

8.7. Any asbestos findings should be brought to the attention of all those persons who are likely to be exposed to asbestos, especially any contractors working on site, ideally at the tendering stage

9. GLOSSARY OF ACRONYMS

CAR	Control of Asbestos Regulations
MDHS	Method for Determination of Hazardous Substances
ACM	Asbestos Containing Material
HSE	Health and Safety Executive
UKAS	United Kingdom Accreditation Service
BOHS	British Occupational Hygiene Society
HSG	Health and Safety Guidance
BS EN	Prefix for European Standard
IEC	International Electro technical Commission
ISO	International Organisation for Standardisation
MMMF	Man-Made Mineral Fibre
AIB	Asbestos Insulating Board
AC	Asbestos Cement

10. KEY TO COLOUR CODING

	Asbestos Cement
	Composite Products
	Textured Coating
	Floor Coverings
	Asbestos Insulating Board
	Friable Asbestos / No Access
	Out of Scope of Survey

Appendix 1- Survey Data Sheets

ASBESTOS SURVEY DATA SHEET

Client:	Nocton Parish Council	**Surveyors (Initials):**	GR	**Job No.**	2136
Site:	Nocton Village Hall			**Survey Date:**	02/09/2014

Sample No.	Photo. No.	Floor	Location	Product Type / MA Score	Asbestos Type / MA Score	Extent of Damage / MA Score	Surface Treatment / MA Score	MA Score	Extent***	Access-ability	Visual Observations &/or Recommended Remedial Action	Action Taken
1	2	3	4	5	6	7	8	9	10	11	12	13
01	01	External	Tile edge Undercloaking	AC	Chrysotile	Good	Enclosed	<4 = VERY LOW	All gables	LOW	**MANAGE**	_
				1	1	0	1					
02	02	Ground	Sink pad in Bar area	COM	Chrysotile	Good	Composite	<4 = VERY LOW	1 off	LOW	**MANAGE**	_
				1	1	0	0					
As 01	03	Roof void	Tile under felt	COM	No Asbestos Detected	-	-	-	-	-	**No Action Required**	_
												_
As - Same As Sample **PAC -** Presumed Asbestos Content	Ground First Second Etc.	Composite Materials (1) Floor Coverings (1) Textured Coating (1) Asbestos Cement (1) Insulating Board (2) Thermal Insulation Paper (2) Asbestos Gaskets(2) Asbestos Rope/Textiles (2) Thermal Insulation (3) Sprayed Coating (3) Asbestos Debris (3)	**COM** **FC** **TC** **AC** **IB** **TIP** **AG** **AR** **TI** **SC** **AD**	Chrysotile(1) Amosite(2) Crocidolite(3) P = Presumed(3) SP = Strongly presumed(3) NAD=No Asbestos Detected	Good (0) Low (1) Medium (2) High (3)	Composite(0) Enclosed (1) Encapsulated(1) Unsealed board(2) Sealed (**TI**,**SC**)(2) Unsealed (**TI**,**SC**)(3)	>10 = HIGH 7-9 = MEDIUM 5-6 = LOW <4 = VERY LOW	m m^2 m^3	LOW MEDIUM HIGH	VNSAM = Visually No Suspect Asbestos Material Remove Encapsulate Repair Inspect Manage Label NAR=No Action Required	Action Taken By Client e.g. Removed Encapsulated Enclosed Labelled Etc.

Columns 7, 8, 9 & 11 not normally required for Demolition Surveys

*** These measurements must not be used for quotation purposes

Appendix 2- Certificates of Analysis

UKAS TESTING
2398

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East Riding
LABORATORIES LTD

Asbestos bulk sample analysis

3rd September 2014

REPORT NUMBER ERL/58584

ANALYSIS OF BULK MATERIALS FOR ASBESTOS

Customer:	Mr G Ross ACMS Ltd 114 Carlton Boulevard Lincoln Lincolnshire LN2 4WJ
Site reference:	Nocton Village Hall
Order reference:	2136
Number of samples:	3
Sample(s) taken by:	G Ross of ACMS Ltd
Date received:	03/09/14
Date of analysis:	03/09/14
Method:	Samples of materials, referenced as shown above, have been examined to determine the presence of asbestos fibres. Fibres in the sample were identified using a stereo microscope, polarised light and a dispersion staining technique in accordance with in-house Test Method 1 based on HSG248 'Asbestos: The analysts' guide for sampling, analysis and clearance procedures'.
Analysed by:	Mrs C Knaggs & Miss E Rainbird
Analysed at:	East Riding Laboratories Ltd, Hull

Registered in England No.4907007
VAT No. 764 4618 09
Reg Office: Eton House, 1 Eton Street, Hull HU3 4BN
Director: S. Hart

RESULTS

Laboratory reference	Information provided by customer			Type of asbestos detected (results apply only to the sample(s) listed in this table)
	Sample identifier	Material sampled	Sample location	
ERL/274370	1	Asbestos cement	Tile edge undercloaking	Chrysotile (White Asbestos)
ERL/274371	2	Bitumen	Sink pad in bar area	Chrysotile (White Asbestos)
ERL/274372	3	Bitumen	Roof lining felt	No asbestos detected

REPORTED BY S Hart

Mrs S Hart BSc (Hons)
Managing Director

Disclaimer

East Riding Laboratories Ltd is not responsible for sampling, for the accuracy of sampling details, for giving opinions or for interpreting results

IF THIS TEST REPORT IS REPRODUCED IT MUST BE COPIED IN ITS ENTIRETY

Appendix 3- Survey Photographs

Sample No.	Photograph No.
01	01
Sample Locations:	
Tile edge Undercloaking	
Sample Description:	
Asbestos cement	
Asbestos Type:	
Chrysotile	

Visual Observations / Recommendations
Manage

Sample No.	Photograph No.
02	02
Sample Locations:	
Sink in Bar area	
Sample Description:	
Acoustic pad	
Asbestos Type:	
Chrysotile	

Visual Observations / Recommendations
Manage

Sample No.	Photograph No.
03	03
Sample Locations:	
Roof void	
Sample Description:	
Roof felt under lining	
Asbestos Type:	
No Asbestos Detected	

Visual Observations / Recommendations
No Action Required

Appendix 4- Survey Diagrams

None issued