The survey was carried out by the following Asbestos Consultants Europe Ltd representatives

LEAD SURVEYOR: Craig Springer
SURVEYOR(S): Ben Beavis

ASBESTOS SURVEY REPORT

SURVEY REFERENCE No. J095286

24a Gloucester Road, Almondsbury, Bristol, BS34 4HA

CUSTOMER	SURVEY TYPE
Almondsbury Parish Council 24a Gloucester Road Almondsbury Bristol BS34 4HA	Refurbishment

Version No	Survey Date/ Surveyor	Issue Date	Report Review by (Name/Position)	Signature	Description of Modification
1	27/07/2016 Craig Springer	10/08/2016	Craig Springer Surveyor		

Total Number of Pages to Report: 19

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EXECUTIVE SUMMARY

This survey report must be read together with the Asbestos Consultants Europe (ace) "Scope of Survey Agreement document for Asbestos Surveys" located within the appendix section of this report. The agreement contains details relevant to this refurbishment survey including extent and scope of work, plus any caveats that were agreed with the customer prior to commencing with the demolition survey work.

BRIEF DESCRIPTION OF THE SURVEY TYPE, SCOPE AND EXTENT

Refurbishment Survey prior to planned extension works

GENERAL DESCRIPTION OF THE BUILDINGS SURVEYED ON THIS SITE

Loft has felt (sampled), timber joists, MMMF insulation, copper pipes with foam insulation and timber loft hatches.

General: Plasterboard ceilings with textured coating or smooth finish, modern tech insulation board ceilings to garage and work shop, plaster to brick and plasterboard walls, timber fire doors, plasterboard boxing housing plastic soil pipe in office 2, concrete and timber floors with carpet or modern vinyl covering, timber windowsills. Consumer unit mounted on wall in lobby in timber boxing. Non ACM packers found to lobby door frame and office 2 windowsill (target areas).

Kitchen: Plasterboard ceiling with textured coating, plaster to brick walls, concrete floor with modern vinyl, timber units, sink pad (sampled) and gas boiler mounted on wall.

Toilets: Plasterboard ceiling with textured coating or smooth finish, plaster to brick walls, concrete floor with modern vinyl and plastic cisterns and soil pipes.

Please note building in full use so intrusive inspections kept to a minimum, target areas only had intrusive inspections.

1980s brick built detached building.

Non ACM roof tiles, timber and non ACM fascias, timber soffits, plastic rain water goods and timber ceiling over front entrance.

LIST OF RECOMMENDED ACTIONS FOR ASBESTOS CONTAINING MATERIALS IDENTIFIED DURING SURVEY WORKS

Asbestos Containing Material with a potential to release fibres if disturbed

Inspection No	Building Name/No	Floor/Level	Area/room	Element/Component	Material Description	Recommended Action
2	24a Gloucester Road	Ground Floor	STORE 1	Ceiling Core	Textured Coating	Inspect at Intervals & Update Register
3	24a Gloucester Road	Ground Floor	STORE 2	Ceiling Core	Textured Coating	Repair & Seal
4	24a Gloucester Road	Ground Floor	STORE 3	Ceiling Core	Textured Coating	Inspect at Intervals & Update Register
5	24a Gloucester Road	Ground Floor	KITCHEN	Ceiling Core	Textured Coating	Inspect at Intervals & Update Register
7	24a Gloucester Road	Ground Floor	HALL	Ceiling Core	Textured Coating	Inspect at Intervals & Update Register
9	24a Gloucester Road	Ground Floor	LOBBY	Ceiling Core	Textured Coating	Inspect at Intervals & Update Register
16	24a Gloucester Road	Ground Floor	SHOWER ROOM	Ceiling Core	Textured Coating	Inspect at Intervals & Update Register
17	24a Gloucester Road	Ground Floor	Passage 2	Ceiling Core	Textured Coating	Inspect at Intervals & Update Register
18	24a Gloucester Road	Ground Floor	W.C MALE	Ceiling Core	Textured Coating	Inspect at Intervals & Update Register
19	24a Gloucester Road	Ground Floor	OFFICE 1	Ceiling Core	Textured Coating	Inspect at Intervals & Update Register
20	24a Gloucester Road	Ground Floor	OFFICE 2	Ceiling Core	Textured Coating	Inspect at Intervals & Update Register

Areas Not Accessed

Building Name	Building Level	Room / Area	Element / Location	Restriction Comments
All areas within the survey scope of work were accessed.				

IMPORTANT NOTES

Refurbishment and/or demolition work not planned to be undertaken within 3 months from the survey completion date is carried out

The Control of Asbestos Regulations 2012, regulation 7 states: "In cases of final demolition or major refurbishment of premises, the plan of work shall, so far as is reasonably practicable, and unless it would cause a greater risk to employees than if the asbestos had been left in place, specify that asbestos shall be removed before any other major works begin". If the refurbishment and/or demolition work is not planned to be undertaken within 3 months from the survey completion date, ACM condition assessments were completed by the surveyor(s) and recommendations for all identified ACM within this report describe the minimum action required for the continued safe management of the material (Reference HSG264 paragraphs 124 and 130).

INSPECTIONS REGISTER (Including Non-Accessed Areas)

Inspection No	Sample Reference Number	Building Name/No	Floor/Level	Area/Room	Item Description	Product Description	Damage/Deterioration	Estimated Quantity	Level of Identification
1	AQ002091	24a Gloucester Road	Roof Void	LOFT	Roof	Roof Felt	-	-	N.A.D.I.S
2	AQ002092	24a Gloucester Road	Ground	STORE 1	Ceiling Core	Textured Coating	Low Damage	9m²	Asbestos Identified
3	As AQ002092	24a Gloucester Road	Ground	STORE 2	Ceiling Core	Textured Coating	Low Damage	5m²	Asbestos Strongly Presumed
4	As AQ002092	24a Gloucester Road	Ground	STORE 3	Ceiling Core	Textured Coating	Low Damage	5m²	Asbestos Strongly Presumed
5	As AQ002092	24a Gloucester Road	Ground	KITCHEN	Ceiling Core	Textured Coating	Low Damage	6m²	Asbestos Strongly Presumed
6	AQ002093	24a Gloucester Road	Ground	KITCHEN	Sink Basin / Drainer	Acoustic Pad	-	-	N.A.D.I.S
7	AQ002094	24a Gloucester Road	Ground	HALL	Ceiling Core	Textured Coating	Low Damage	90m²	Asbestos Identified
8	AQ002095	24a Gloucester Road	Ground	HALL	Floor	Lino	-	-	N.A.D.I.S
9	AQ002096	24a Gloucester Road	Ground	LOBBY	Ceiling Core	Textured Coating	Low Damage	12m²	Asbestos Identified
10	-	24a Gloucester Road	Ground	PASSAGE 1	all accessible elements		-	-	N.A.D
11	-	24a Gloucester Road	Ground	W.C FEMALE	all accessible elements		-	-	N.A.D
12	-	24a Gloucester Road	Ground	W.C DISABLED	all accessible elements		-	-	N.A.D
13	-	24a Gloucester Road	Ground	CUPBOARD 1	all accessible elements		-	-	N.A.D
14	AQ002097	24a Gloucester Road	Ground	GARAGE	Panel	Non Asbestos Insulating Board	-	-	N.A.D.I.S

ASBESTOS CONTENT KEY:	NAD = No Asbestos Detected NADIS = No Asbestos Detected in Sample	ALL ACCESSIBLE ELEMENTS = No ACMs or materials suspected of containing asbestos were identified by the surveyor(s) within a specified area or room

Inspection No	Sample Reference Number	Building Name/No	Floor/Level	Area/Room	Item Description	Product Description	Damage/Deterioration	Estimated Quantity	Level of Identification
15	As AQ002097	24a Gloucester Road	Ground	Workshop	Panel	Non Asbestos Insulating Board	-	-	N.A.D.I.S
16	As AQ002096	24a Gloucester Road	Ground	SHOWER ROOM	Ceiling Core	Textured Coating	Low Damage	2m²	Asbestos Strongly Presumed
17	As AQ002096	24a Gloucester Road	Ground	Passage 2	Ceiling Core	Textured Coating	Low Damage	2m²	Asbestos Strongly Presumed
18	As AQ002096	24a Gloucester Road	Ground	W.C MALE	Ceiling Core	Textured Coating	Low Damage	3m²	Asbestos Strongly Presumed
19	AQ002098	24a Gloucester Road	Ground	OFFICE 1	Ceiling Core	Textured Coating	Low Damage	5m²	Asbestos Identified
20	As AQ002098	24a Gloucester Road	Ground	OFFICE 2	Ceiling Core	Textured Coating	Low Damage	5m²	Asbestos Strongly Presumed
21	AQ002099	24a Gloucester Road	Ground	OFFICE 2	Packer	Non Asbestos Insulating Board	-	-	N.A.D.I.S
22	AQ002100	24a Gloucester Road	Ground	OFFICE 2	Packer	Bitumen Coating or Felt	-	-	N.A.D.I.S
23	As AQ002099	24a Gloucester Road	Ground	LOBBY	Packers	Non Asbestos Insulating Board	-	-	N.A.D.I.S
24	AQ002101	24a Gloucester Road	External	EXTERNAL	Roof	Corrugated Sheet	-	-	N.A.D.I.S
25	AQ002102	24a Gloucester Road	External	EXTERNAL	Facias	Fascia	-	-	N.A.D.I.S

ASBESTOS CONTENT KEY:	NAD = No Asbestos Detected NADIS = No Asbestos Detected in Sample	ALL ACCESSIBLE ELEMENTS = No ACMs or materials suspected of containing asbestos were identified by the surveyor(s) within a specified area or room

Asbestos Containing Material Assessment Register

Inspection Details:

Inspection Number	:	2
Inspection Date	:	27/07/2016
Inspection Type	:	Sample taken
Level of Identification	:	Asbestos Identified

Material Location:

Building Name / No	:	24a Gloucester Road
Floor Level	:	Ground Floor
Area / Room	:	STORE 1
Item Description	:	Ceiling Core

Material Details:

Product Description	:	Textured Coating
Estimated Quantity	:	9 m^2
Likelihood of Disturbance	:	Occasionally likely to be disturbed
Sample Number	:	AQ002092
Sample Analysis	:	Chrysotile

Material Assessment as per HSG264:

Factors		Assessment Description	Score
Product/Material Type	:	Textured Coating	1
Damage/Detoriation	:	Low Damage	1
Surface Treatment	:	Sealed Semi-Rigid Paints & Decorative Coatings	0
Asbestos Type	:	Chrysotile	1
		Material Assessment Score:	3

Material assessment parameters and algorithm scoring factors are detailed in the Scope of Survey Agreement.

Priority Risk Assessment as per HSG264 & HSG227:

Factors	Score
Main/Secondary Activities Carried Out	N/A
Location	N/A
Accessibility	N/A
Extent/Amount	N/A
Frequency	N/A
Occupancy	N/A
Average Time area is in use	N/A
Maintenance activity	N/A
Maintenance frequency	N/A
Priority Risk Assessment Score:	N/A

The customer did not provide ACE with priority risk assessment information prior to the undertaking of this survey, therefore the risk assessment for this inspection is based on material assessment only.

Total Assessment Score: 3

Material Risk Assessment Category as per HSG264 & HSG227: Very Low

Recommended Action:

Action	:	Inspect at Intervals & Update Register
Quantity	:	N/A

(Extent of material requiring treatment works)

Priority	:	Very Low

(Priority based on material assessment only)

Next Inspection Due	:	In accordance with the current Control of Asbestos Regulations

Comments and additional information:

Inspection Details:

Inspection Number	:	3
Inspection Date	:	27/07/2016
Inspection Type	:	Visually similar to
Level of Identification	:	As inspection 2

Material Location:

Building Name / No	:	24a Gloucester Road
Floor Level	:	Ground Floor
Area / Room	:	STORE 2
Item Description	:	Ceiling Core

Material Details:

Product Description	:	Textured Coating
Estimated Quantity	:	5 m²
Likelihood of Disturbance	:	Occasionally likely to be disturbed
Sample Number	:	As Sample AQ002092
Sample Analysis	:	N/A

Material Assessment as per HSG264:

Factors		Assessment Description	Score
Product/Material Type	:	Textured Coating	1
Damage/Detoriation	:	Low Damage	1
Surface Treatment	:	Sealed Semi-Rigid Paints & Decorative Coatings	0
Asbestos Type	:	Chrysotile	1
		Material Assessment Score:	3

Material assessment parameters and algorithm scoring factors are detailed in the Scope of Survey Agreement.

Priority Risk Assessment as per HSG264 & HSG227:

Factors	Score
Main/Secondary Activities Carried Out	N/A
Location	N/A
Accessibility	N/A
Extent/Amount	N/A
Frequency	N/A
Occupancy	N/A
Average Time area is in use	N/A
Maintenance activity	N/A
Maintenance frequency	N/A
Priority Risk Assessment Score:	N/A

The customer did not provide ACE with priority risk assessment information prior to the undertaking of this survey, therefore the risk assessment for this inspection is based on material assessment only.

Total Assessment Score: 3

Material Risk Assessment Category as per HSG264 & HSG227: Very Low

Recommended Action:

Action	:	Repair & Seal
Quantity	:	5 m²

(Extent of material requiring treatment works)

Priority	:	Very Low

(Priority based on material assessment only)

Next Inspection Due	:	In accordance with the current Control of Asbestos Regulations

Comments and additional information:

Inspection Details:

Inspection Number	:	4
Inspection Date	:	27/07/2016
Inspection Type	:	Visually similar to
Level of Identification	:	As inspection 2

Material Location:

Building Name / No	:	24a Gloucester Road
Floor Level	:	Ground Floor
Area / Room	:	STORE 3
Item Description	:	Ceiling Core

Material Details:

Product Description	:	Textured Coating
Estimated Quantity	:	5 m^2
Likelihood of Disturbance	:	Occasionally likely to be disturbed
Sample Number	:	As Sample AQ002092
Sample Analysis	:	N/A

Material Assessment as per HSG264:

Factors		Assessment Description	Score
Product/Material Type	:	Textured Coating	1
Damage/Detoriation	:	Low Damage	1
Surface Treatment	:	Sealed Semi-Rigid Paints & Decorative Coatings	0
Asbestos Type	:	Chrysotile	1
		Material Assessment Score:	3

Material assessment parameters and algorithm scoring factors are detailed in the Scope of Survey Agreement.

Priority Risk Assessment as per HSG264 & HSG227:

Factors	Score
Main/Secondary Activities Carried Out	N/A
Location	N/A
Accessibility	N/A
Extent/Amount	N/A
Frequency	N/A
Occupancy	N/A
Average Time area is in use	N/A
Maintenance activity	N/A
Maintenance frequency	N/A
Priority Risk Assessment Score:	N/A

The customer did not provide ACE with priority risk assessment information prior to the undertaking of this survey, therefore the risk assessment for this inspection is based on material assessment only.

Total Assessment Score: 3

Material Risk Assessment Category as per HSG264 & HSG227: Very Low

Recommended Action:

Action	:	Inspect at Intervals & Update Register
Quantity	:	N/A

(Extent of material requiring treatment works)

Priority	:	Very Low

(Priority based on material assessment only)

Next Inspection Due	:	In accordance with the current Control of Asbestos Regulations

Comments and additional information:

Inspection Details:

Inspection Number	:	5
Inspection Date	:	27/07/2016
Inspection Type	:	Visually similar to
Level of Identification	:	As inspection 2

Material Location:

Building Name / No	:	24a Gloucester Road
Floor Level	:	Ground Floor
Area / Room	:	KITCHEN
Item Description	:	Ceiling Core

Material Details:

Product Description	:	Textured Coating
Estimated Quantity	:	6 m^2
Likelihood of Disturbance	:	Occasionally likely to be disturbed
Sample Number	:	As Sample AQ002092
Sample Analysis	:	N/A

Material Assessment as per HSG264:

Factors		Assessment Description	Score
Product/Material Type	:	Textured Coating	1
Damage/Detoriation	:	Low Damage	1
Surface Treatment	:	Sealed Semi-Rigid Paints & Decorative Coatings	0
Asbestos Type	:	Chrysotile	1
		Material Assessment Score:	3

Material assessment parameters and algorithm scoring factors are detailed in the Scope of Survey Agreement.

Priority Risk Assessment as per HSG264 & HSG227:

Factors	Score
Main/Secondary Activities Carried Out	N/A
Location	N/A
Accessibility	N/A
Extent/Amount	N/A
Frequency	N/A
Occupancy	N/A
Average Time area is in use	N/A
Maintenance activity	N/A
Maintenance frequency	N/A
Priority Risk Assessment Score:	N/A

The customer did not provide ACE with priority risk assessment information prior to the undertaking of this survey, therefore the risk assessment for this inspection is based on material assessment only.

Total Assessment Score: 3

Material Risk Assessment Category as per HSG264 & HSG227: Very Low

Recommended Action:

Action	:	Inspect at Intervals & Update Register
Quantity	:	N/A

(Extent of material requiring treatment works)

Priority	:	Very Low

(Priority based on material assessment only)

Next Inspection Due	:	In accordance with the current Control of Asbestos Regulations

Comments and additional information:

Inspection Details:

Inspection Number	:	7
Inspection Date	:	27/07/2016
Inspection Type	:	Sample taken
Level of Identification	:	Asbestos Identified

Material Location:

Building Name / No	:	24a Gloucester Road
Floor Level	:	Ground Floor
Area / Room	:	HALL
Item Description	:	Ceiling Core

Material Details:

Product Description	:	Textured Coating
Estimated Quantity	:	90 m²
Likelihood of Disturbance	:	Occasionally likely to be disturbed
Sample Number	:	AQ002094
Sample Analysis	:	Chrysotile

Material Assessment as per HSG264:

Factors		Assessment Description	Score
Product/Material Type	:	Textured Coating	1
Damage/Detoriation	:	Low Damage	1
Surface Treatment	:	Sealed Semi-Rigid Paints & Decorative Coatings	0
Asbestos Type	:	Chrysotile	1
		Material Assessment Score:	3

Material assessment parameters and algorithm scoring factors are detailed in the Scope of Survey Agreement.

Priority Risk Assessment as per HSG264 & HSG227:

Factors	Score
Main/Secondary Activities Carried Out	N/A
Location	N/A
Accessibility	N/A
Extent/Amount	N/A
Frequency	N/A
Occupancy	N/A
Average Time area is in use	N/A
Maintenance activity	N/A
Maintenance frequency	N/A
Priority Risk Assessment Score:	N/A

The customer did not provide ACE with priority risk assessment information prior to the undertaking of this survey, therefore the risk assessment for this inspection is based on material assessment only.

Total Assessment Score: 3

Material Risk Assessment Category as per HSG264 & HSG227: Very Low

Recommended Action:

Action	:	Inspect at Intervals & Update Register
Quantity	:	N/A

(Extent of material requiring treatment works)

Priority	:	Very Low

(Priority based on material assessment only)

Next Inspection Due	:	In accordance with the current Control of Asbestos Regulations

Comments and additional information:

Inspection Details:

Inspection Number	:	9
Inspection Date	:	27/07/2016
Inspection Type	:	Sample taken
Level of Identification	:	Asbestos Identified

Material Location:

Building Name / No	:	24a Gloucester Road
Floor Level	:	Ground Floor
Area / Room	:	LOBBY
Item Description	:	Ceiling Core

Material Details:

Product Description	:	Textured Coating
Estimated Quantity	:	12 m^2
Likelihood of Disturbance	:	Occasionally likely to be disturbed
Sample Number	:	AQ002096
Sample Analysis	:	Chrysotile

Material Assessment as per HSG264:

Factors		Assessment Description	Score
Product/Material Type	:	Textured Coating	1
Damage/Detoriation	:	Low Damage	1
Surface Treatment	:	Sealed Semi-Rigid Paints & Decorative Coatings	0
Asbestos Type	:	Chrysotile	1
		Material Assessment Score:	3

Material assessment parameters and algorithm scoring factors are detailed in the Scope of Survey Agreement.

Priority Risk Assessment as per HSG264 & HSG227:

Factors	Score
Main/Secondary Activities Carried Out	N/A
Location	N/A
Accessibility	N/A
Extent/Amount	N/A
Frequency	N/A
Occupancy	N/A
Average Time area is in use	N/A
Maintenance activity	N/A
Maintenance frequency	N/A
Priority Risk Assessment Score:	N/A

The customer did not provide ACE with priority risk assessment information prior to the undertaking of this survey, therefore the risk assessment for this inspection is based on material assessment only.

Total Assessment Score: 3

Material Risk Assessment Category as per HSG264 & HSG227: Very Low

Recommended Action:

Action	:	Inspect at Intervals & Update Register
Quantity	:	N/A

(Extent of material requiring treatment works)

Priority	:	Very Low

(Priority based on material assessment only)

Next Inspection Due	:	In accordance with the current Control of Asbestos Regulations

Comments and additional information:

Inspection Details:

Inspection Number	:	16
Inspection Date	:	27/07/2016
Inspection Type	:	Visually similar to
Level of Identification	:	As inspection 9

Material Location:

Building Name / No	:	24a Gloucester Road
Floor Level	:	Ground Floor
Area / Room	:	SHOWER ROOM
Item Description	:	Ceiling Core

Material Details:

Product Description	:	Textured Coating
Estimated Quantity	:	2 m^2
Likelihood of Disturbance	:	Occasionally likely to be disturbed
Sample Number	:	As Sample AQ002096
Sample Analysis	:	N/A

Material Assessment as per HSG264:

Factors		Assessment Description	Score
Product/Material Type	:	Textured Coating	1
Damage/Detoriation	:	Low Damage	1
Surface Treatment	:	Sealed Semi-Rigid Paints & Decorative Coatings	0
Asbestos Type	:	Chrysotile	1
		Material Assessment Score:	3

Material assessment parameters and algorithm scoring factors are detailed in the Scope of Survey Agreement.

Priority Risk Assessment as per HSG264 & HSG227:

Factors	Score
Main/Secondary Activities Carried Out	N/A
Location	N/A
Accessibility	N/A
Extent/Amount	N/A
Frequency	N/A
Occupancy	N/A
Average Time area is in use	N/A
Maintenance activity	N/A
Maintenance frequency	N/A
Priority Risk Assessment Score:	N/A

The customer did not provide ACE with priority risk assessment information prior to the undertaking of this survey, therefore the risk assessment for this inspection is based on material assessment only.

Total Assessment Score: 3

Material Risk Assessment Category as per HSG264 & HSG227: Very Low

Recommended Action:

Action	:	Inspect at Intervals & Update Register
Quantity	:	N/A

(Extent of material requiring treatment works)

Priority	:	Very Low

(Priority based on material assessment only)

Next Inspection Due	:	In accordance with the current Control of Asbestos Regulations

Comments and additional information:

Inspection Details:

Inspection Number	:	17
Inspection Date	:	27/07/2016
Inspection Type	:	Visually similar to
Level of Identification	:	As inspection 9

Material Location:

Building Name / No	:	24a Gloucester Road
Floor Level	:	Ground Floor
Area / Room	:	Passage 2
Item Description	:	Ceiling Core

Material Details:

Product Description	:	Textured Coating
Estimated Quantity	:	2 m^2
Likelihood of Disturbance	:	Occasionally likely to be disturbed
Sample Number	:	As Sample AQ002096
Sample Analysis	:	N/A

Material Assessment as per HSG264:

Factors		Assessment Description	Score
Product/Material Type	:	Textured Coating	1
Damage/Detoriation	:	Low Damage	1
Surface Treatment	:	Sealed Semi-Rigid Paints & Decorative Coatings	0
Asbestos Type	:	Chrysotile	1
		Material Assessment Score:	3

Material assessment parameters and algorithm scoring factors are detailed in the Scope of Survey Agreement.

Priority Risk Assessment as per HSG264 & HSG227:

Factors	Score
Main/Secondary Activities Carried Out	N/A
Location	N/A
Accessibility	N/A
Extent/Amount	N/A
Frequency	N/A
Occupancy	N/A
Average Time area is in use	N/A
Maintenance activity	N/A
Maintenance frequency	N/A
Priority Risk Assessment Score:	N/A

The customer did not provide ACE with priority risk assessment information prior to the undertaking of this survey, therefore the risk assessment for this inspection is based on material assessment only.

Total Assessment Score: 3

Material Risk Assessment Category as per HSG264 & HSG227: Very Low

Recommended Action:

Action	:	Inspect at Intervals & Update Register
Quantity	:	N/A

(Extent of material requiring treatment works)

Priority	:	Very Low

(Priority based on material assessment only)

Next Inspection Due	:	In accordance with the current Control of Asbestos Regulations

Comments and additional information:

Inspection Details:

Inspection Number	:	18
Inspection Date	:	27/07/2016
Inspection Type	:	Visually similar to
Level of Identification	:	As inspection 9

Material Location:

Building Name / No	:	24a Gloucester Road
Floor Level	:	Ground Floor
Area / Room	:	W.C MALE
Item Description	:	Ceiling Core

Material Details:

Product Description	:	Textured Coating
Estimated Quantity	:	3 m^2
Likelihood of Disturbance	:	Occasionally likely to be disturbed
Sample Number	:	As Sample AQ002096
Sample Analysis	:	N/A

Material Assessment as per HSG264:

Factors		Assessment Description	Score
Product/Material Type	:	Textured Coating	1
Damage/Detoriation	:	Low Damage	1
Surface Treatment	:	Sealed Semi-Rigid Paints & Decorative Coatings	0
Asbestos Type	:	Chrysotile	1
		Material Assessment Score:	3

Material assessment parameters and algorithm scoring factors are detailed in the Scope of Survey Agreement.

Priority Risk Assessment as per HSG264 & HSG227:

Factors	Score
Main/Secondary Activities Carried Out	N/A
Location	N/A
Accessibility	N/A
Extent/Amount	N/A
Frequency	N/A
Occupancy	N/A
Average Time area is in use	N/A
Maintenance activity	N/A
Maintenance frequency	N/A
Priority Risk Assessment Score:	N/A

The customer did not provide ACE with priority risk assessment information prior to the undertaking of this survey, therefore the risk assessment for this inspection is based on material assessment only.

Total Assessment Score: 3

Material Risk Assessment Category as per HSG264 & HSG227: Very Low

Recommended Action:

Action	:	Inspect at Intervals & Update Register
Quantity	:	N/A

(Extent of material requiring treatment works)

Priority	:	Very Low

(Priority based on material assessment only)

Next Inspection Due	:	In accordance with the current Control of Asbestos Regulations

Comments and additional information:

Inspection Details:

Inspection Number	:	19
Inspection Date	:	27/07/2016
Inspection Type	:	Sample taken
Level of Identification	:	Asbestos Identified

Material Location:

Building Name / No	:	24a Gloucester Road
Floor Level	:	Ground Floor
Area / Room	:	OFFICE 1
Item Description	:	Ceiling Core

Material Details:

Product Description	:	Textured Coating
Estimated Quantity	:	5 m^2
Likelihood of Disturbance	:	Occasionally likely to be disturbed
Sample Number	:	AQ002098
Sample Analysis	:	Chrysotile

Material Assessment as per HSG264:

Factors		Assessment Description	Score
Product/Material Type	:	Textured Coating	1
Damage/Detoriation	:	Low Damage	1
Surface Treatment	:	Sealed Semi-Rigid Paints & Decorative Coatings	0
Asbestos Type	:	Chrysotile	1
		Material Assessment Score:	3

Material assessment parameters and algorithm scoring factors are detailed in the Scope of Survey Agreement.

Priority Risk Assessment as per HSG264 & HSG227:

Factors	Score
Main/Secondary Activities Carried Out	N/A
Location	N/A
Accessibility	N/A
Extent/Amount	N/A
Frequency	N/A
Occupancy	N/A
Average Time area is in use	N/A
Maintenance activity	N/A
Maintenance frequency	N/A
Priority Risk Assessment Score:	N/A

The customer did not provide ACE with priority risk assessment information prior to the undertaking of this survey, therefore the risk assessment for this inspection is based on material assessment only.

Total Assessment Score: 3

Material Risk Assessment Category as per HSG264 & HSG227: Very Low

Recommended Action:

Action	:	Inspect at Intervals & Update Register
Quantity	:	N/A

(Extent of material requiring treatment works)

Priority	:	Very Low

(Priority based on material assessment only)

Next Inspection Due	:	In accordance with the current Control of Asbestos Regulations

Comments and additional information:

Inspection Details:

Inspection Number	:	20
Inspection Date	:	27/07/2016
Inspection Type	:	Visually similar to
Level of Identification	:	As inspection 19

Material Location:

Building Name / No	:	24a Gloucester Road
Floor Level	:	Ground Floor
Area / Room	:	OFFICE 2
Item Description	:	Ceiling Core

Material Details:

Product Description	:	Textured Coating
Estimated Quantity	:	5 m^2
Likelihood of Disturbance	:	Occasionally likely to be disturbed
Sample Number	:	As Sample AQ002098
Sample Analysis	:	N/A

Material Assessment as per HSG264:

Factors		Assessment Description	Score
Product/Material Type	:	Textured Coating	1
Damage/Detoriation	:	Low Damage	1
Surface Treatment	:	Sealed Semi-Rigid Paints & Decorative Coatings	0
Asbestos Type	:	Chrysotile	1
		Material Assessment Score:	3

Material assessment parameters and algorithm scoring factors are detailed in the Scope of Survey Agreement.

Priority Risk Assessment as per HSG264 & HSG227:

Factors	Score
Main/Secondary Activities Carried Out	N/A
Location	N/A
Accessibility	N/A
Extent/Amount	N/A
Frequency	N/A
Occupancy	N/A
Average Time area is in use	N/A
Maintenance activity	N/A
Maintenance frequency	N/A
Priority Risk Assessment Score:	N/A

The customer did not provide ACE with priority risk assessment information prior to the undertaking of this survey, therefore the risk assessment for this inspection is based on material assessment only.

Total Assessment Score: 3

Material Risk Assessment Category as per HSG264 & HSG227: Very Low

Recommended Action:

Action	:	Inspect at Intervals & Update Register
Quantity	:	N/A

(Extent of material requiring treatment works)

Priority	:	Very Low

(Priority based on material assessment only)

Next Inspection Due	:	In accordance with the current Control of Asbestos Regulations

Comments and additional information:

Appendix 1 - Bulk Sample Test Certificate(s)

Asbestos Consultants Europe Ltd
Head Office: Magnet Road, Grays, Essex RM20 4DP

UKAS TESTING
0472

BULK SAMPLE TEST CERTIFICATE

Customer: Almondsbury Parish Council
Customer Address: 24a Gloucester Road, Almondsbury, Bristol, BS34 4HA
Site Address: 24a Gloucester Road, Almondsbury, Bristol, BS34 4HA
Order No. (if applicable): na
No of Samples: 12
Location where laboratory analysis completed: Bristol
Report Number: J095286-1
Report Issue Date: 10/08/2016

Sample No	Sample Details	Asbestos Type(s) Present	Date of Analysis	Technician's name
AQ002091	LOFT Roof Roof Felt	N.A.D.I.S	8 Aug 2016	Elise Unger
AQ002092	STORE 1 Ceiling Core Textured Coating	Chrysotile	8 Aug 2016	Elise Unger
AQ002093	KITCHEN Sink Basin / Drainer Acoustic Pad	N.A.D.I.S	8 Aug 2016	Elise Unger
AQ002094	HALL Ceiling Core Textured Coating	Chrysotile	8 Aug 2016	Elise Unger
AQ002095	HALL Floor Lino	N.A.D.I.S	8 Aug 2016	Elise Unger
AQ002096	LOBBY Ceiling Core Textured Coating	Chrysotile	8 Aug 2016	Elise Unger
AQ002097	GARAGE Panel Non Asbestos Insulating Board	N.A.D.I.S	8 Aug 2016	Elise Unger
AQ002098	OFFICE 1 Ceiling Core Textured Coating	Chrysotile	8 Aug 2016	Elise Unger

KEY: N.A.D.I.S = NO ASBESTOS DETECTED IN SAMPLE

AUTHORISED SIGNATORY:

NAME / POSITION: Elise Unger / Lab Analyst

Issuing Laboratory: Bristol

STATEMENT OF CERTIFICATION

This is to certify that analysis has been carried out to determine the presence of asbestos fibres using Polarised Light Microscopy and Dispersion Staining techniques. The in house methods used are UKAS accredited and in accordance with the current version of **Asbestos Consultants Europe Ltd Technical Procedure Document ' Asbestos Bulk Sample Analysis' (TPD/8) and the HSE HSG248 Asbestos: The analysts' guide for sampling, analysis and clearance procedures, Appendix 2; 'Asbestos in bulk materials: Sampling and identification by polarised light microscopy' (PLM).**

When the Test Certificate indicates sample(s) taken by the customer, the following disclaimers apply:
They are outside the scope of our UKAS accreditation for Sampling. The customer provided site address and sample details information. ACE cannot accept responsibility for the accuracy of information provided by the customer or whether the sample(s) taken were representative of the material sampled.

ACCREDITED BY UKAS FOR SAMPLING & ANALYSIS FOR ASBESTOS WITHIN BULK MATERIALS

Asbestos Consultants Europe Ltd
Head Office: Magnet Road, Grays, Essex RM20 4DP

UKAS TESTING
0472

BULK SAMPLE TEST CERTIFICATE

Customer: Almondsbury Parish Council
Order No. (if applicable): na
Customer Address: 24a Gloucester Road, Almondsbury, Bristol, BS34 4HA
Site Address: 24a Gloucester Road, Almondsbury, Bristol, BS34 4HA
No of Samples: 12
Report Number: J095286-1
Location where laboratory analysis completed: Bristol
Report Issue Date: 10/08/2016

Sample No	Sample Details	Asbestos Type(s) Present	Date of Analysis	Technician's name
AQ002099	OFFICE 2 Packer Non Asbestos Insulating Board	N.A.D.I.S	8 Aug 2016	Elise Unger
AQ002100	OFFICE 2 Packer Bitumen Coating or Felt	N.A.D.I.S	8 Aug 2016	Elise Unger
AQ002101	EXTERNAL Roof Corrugated Sheet	N.A.D.I.S	8 Aug 2016	Elise Unger
AQ002102	EXTERNAL Facias Fascia	N.A.D.I.S	8 Aug 2016	Elise Unger

-END-

KEY: N.A.D.I.S = NO ASBESTOS DETECTED IN SAMPLE

AUTHORISED SIGNATORY:

NAME / POSITION: **Elise Unger / Lab Analyst**

Issuing Laboratory:

Bristol

STATEMENT OF CERTIFICATION

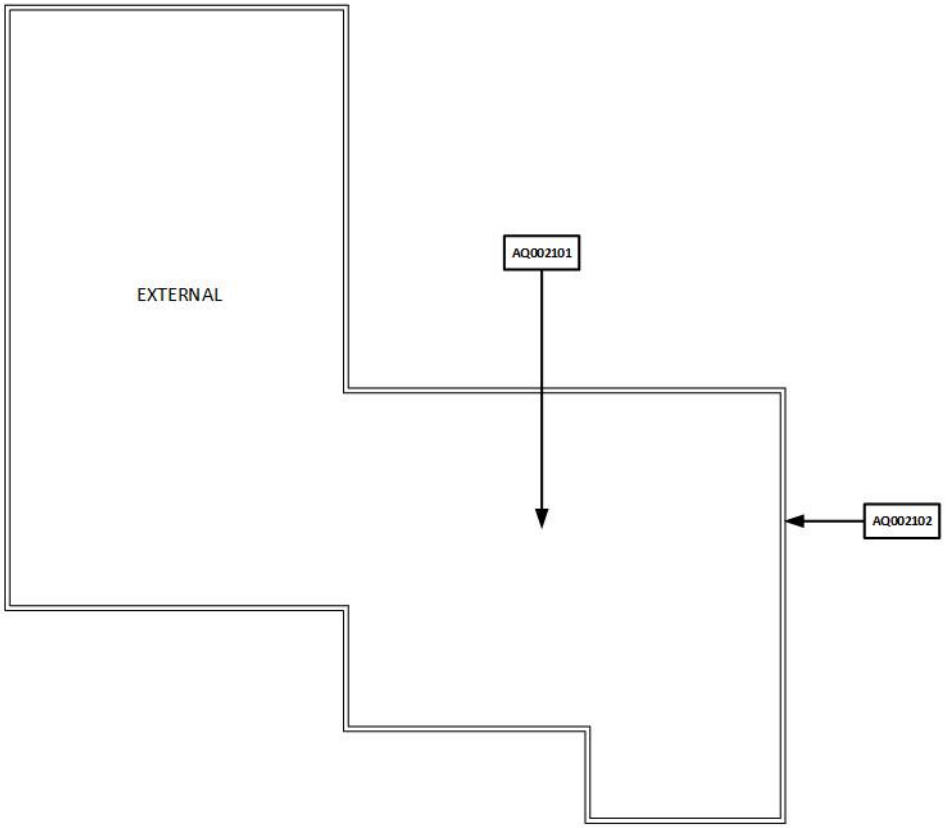
This is to certify that analysis has been carried out to determine the presence of asbestos fibres using Polarised Light Microscopy and Dispersion Staining techniques. The in house methods used are UKAS accredited and in accordance with the current version of **Asbestos Consultants Europe Ltd Technical Procedure Document ' Asbestos Bulk Sample Analysis' (TPD/8) and the HSE HSG248 Asbestos: The analysts' guide for sampling, analysis and clearance procedures, Appendix 2; 'Asbestos in bulk materials: Sampling and identification by polarised light microscopy' (PLM).**

When the Test Certificate indicates sample(s) taken by the customer, the following disclaimers apply:
They are outside the scope of our UKAS accreditation for Sampling. The customer provided site address and sample details information. ACE cannot accept responsibility for the accuracy of information provided by the customer or whether the sample(s) taken were representative of the material sampled.

ACCREDITED BY UKAS FOR SAMPLING & ANALYSIS FOR ASBESTOS WITHIN BULK MATERIALS

Appendix 2 - Drawing(s)

Site Plan



ace

Key:

- Insulating Board
- Composite
- No Access Area
- Thermal Insulation/Sprayed Coating
- Textiles/Paper
- Outside of Scope
- Cement
- Textured Coating

Important:

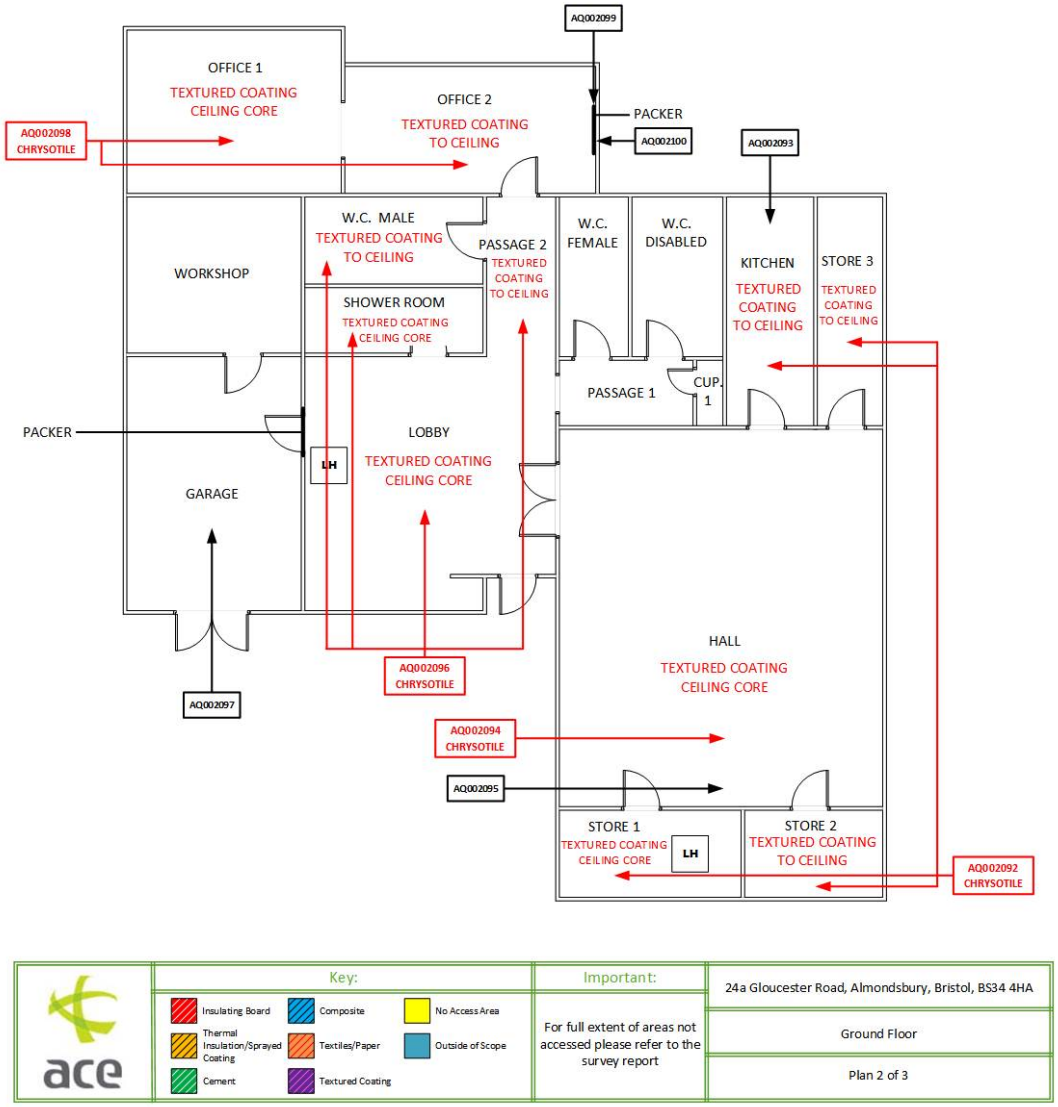
For full extent of areas not accessed please refer to the survey report

24a Gloucester Road, Almondsbury, Bristol, BS34 4HA

External

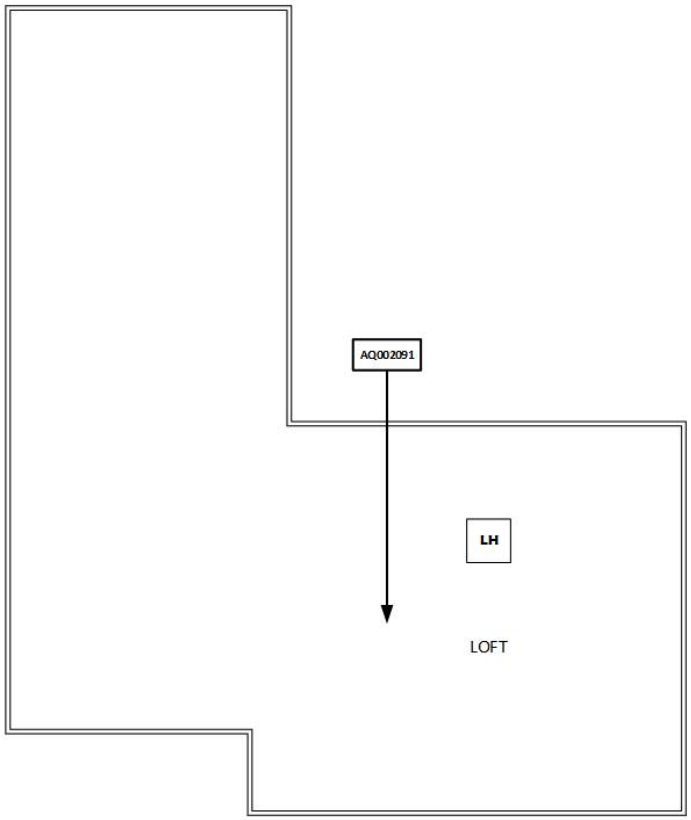
Plan 1 of 3

Site Plan



	Key:	Important:	24a Gloucester Road, Almondsbury, Bristol, BS34 4HA
ace	Insulating Board; Composite; No Access Area; Thermal Insulation/Sprayed Coating; Textiles/Paper; Outside of Scope; Cement; Textured Coating	For full extent of areas not accessed please refer to the survey report	Ground Floor
			Plan 2 of 3

Site Plan



ace

Key:

- Insulating Board
- Composite
- No Access Area
- Thermal Insulation/Sprayed Coating
- Textiles/Paper
- Outside of Scope
- Cement
- Textured Coating

Important:

For full extent of areas not accessed please refer to the survey report

24a Gloucester Road, Almondsbury, Bristol, BS34 4HA

Roof Void

Plan 3 of 3

Appendix 3 - Scope of Works

Scope of Works
for

Refurbishment Survey
Fully Intrusive Survey Involving Destructive Inspections,
As Necessary, To Gain Access to All Areas

Asbestos Consultants Europe Ltd
Head Office
Magent Road, Grays, Essex, RM20 4DP
Tel: 01375 366777 Fax: 01375 366800

Regional Offices: Grays / Bristol

TABLE OF CONTENTS

Section

1. Introduction

There is a potential for the workers and others to be exposed to asbestos when asbestos containing materials (ACM) are unknowingly disturbed during maintenance work, refurbishment, demolition, repair, installation and other related activities. The asbestos survey report enables the customer and/or duty holder to assess and manage the risks associated with the removal of asbestos identified and included within the report and comply with the requirements of the Control of Asbestos Regulations 2012 (CAR 2012). The asbestos survey report will be used by building professionals, such as architects, designers, building surveyors and particularly demolition and asbestos removal contractors providing information necessary to enable refurbishment and/or demolition to be planned and carried out safely. The information (where applicable) will also be required under CDM regulation that requires arrangements to be in place to deal with ACM during construction or building work, often involving refurbishment and/or demolition. The CDM customer must provide designers and contractors who are bidding for the work (or who they intend to engage) with project-specific details about the presence of asbestos, so that the risks associated with design and construction work, including refurbishment and/or demolition can be suitably and sufficiently addressed.

The "Scope of Works for Asbestos Surveys" establishes the main criterion for survey objectives, methodology, material risk assessment factors, sampling strategies plus the survey report configuration and customer specific requirements appertaining to their buildings and/or sites and ensures that the contract meets with their requirements plus the requirements of the CAR 2012. It is to be expected that meetings and discussions between Asbestos Consultants Europe Limited (ace) and the customer were necessary before agreement was reached and survey work commenced.

2. Survey Objectives

2.1 Purpose of survey

ace have agreed with the Customer to carry out Refurbishment survey inspections to all properties and/or sites, and/or limited inspections to specific areas within properties as detailed within the relative sections of the survey report (plus method statements and survey prerequisites where applicable) for the presence of asbestos containing materials (ACM). The main purpose of the refurbishment survey is to identify all ACMs within a particular building area or within the whole premises, so they can be removed. The survey report findings meet with the requirements of the International Standard ISO/IEC 17020 and are based on material assessment in accordance with the Health and Safety Executives HSG264 "Asbestos: The survey guide" and HSG227 "A comprehensive guide to managing asbestos in premises".

2.2 Survey scope

Its purpose is to locate and identify, as far as reasonably practicable, the presence and extent of any materials suspected of containing asbestos within buildings and areas defined within the agreed scope of work (including within service ducts, inside risers, floors and floor voids, wall and ceiling voids, lift shafts etc) and to assess their condition. When necessary, destructive inspections were undertaken to gain access to all areas including those areas that were difficult to reach, with penetration of the building structure undertaken when necessary. All areas as defined within the scope of work were accessed, except those areas agreed with the customer as either not requiring surveying or not safe to access. When access to areas within the defined scope of work was not possible, the customer was informed. When problems relating to access of any areas could not be rectified, the areas were presumed to contain asbestos and the reasons for access problems recorded in the report.

The surveyor(s) were instructed to extract representative samples of each type of material suspected of containing asbestos identified during the survey. The number of samples taken was sufficient to enable confirmation of whether asbestos is present or not. When other similar homogenous materials are identified in the properties and/or sites being surveyed, that have been assessed by the survey team as being used in the same way as a material already sampled, the survey team may also assess the uniformity of the asbestos distribution throughout those materials to decide on a reduced sampling ratio strategy whereby samples were not extracted of all similar suspect materials, and were instead strongly presumed as a similar ACM.

2.3 Reinstatement

Reinstatement of materials damaged during destructive inspections was completed prior to commencement of the work except where the customer instructed that reinstatement was not required.

2.4 Limitations of survey

The survey team endeavoured to inspect all areas as found on site (or the relevant part), as far as reasonably practicable and those areas that were difficult to reach, subject to the customer's prior agreement on the extent of additional works undertaken for access purposes, particularly where destructive inspection were deemed necessary. All areas within the agreed scope of work were accessed except any areas deemed unsafe (as determined in risk assessments) or where access was physically impractical.

Refurbishment surveys are intended to locate all the asbestos in the building (or the relevant part), as far as reasonably practicable. It is a disruptive and fully intrusive survey which may need to penetrate all parts of the building structure. Aggressive inspection techniques including lifting carpets and tiles, breaking through walls, ceilings, cladding and partitions, and opening up floors was undertaken, plus accessing structural areas between floors, walls and underground services as agreed with the customer prior to commencement. In these situations, controls were put in place to prevent the spread of debris, which may include asbestos. The destructive inspection and sampling of suspect materials procedures during refurbishment surveys was conducted in unoccupied areas to minimise risks to the public or employees on the premises. The building was not in service during the surveying period and all furnishings were removed prior to surveying where practicable. Where the customer imposed limitations on surveying, or where other restrictions were found to exist that could not be overcome during the survey, specific details have been recorded within the important notes section of the report.

2.5 Extent / Limitations of Inspections

All ACM and materials suspected of containing asbestos were inspected as far as reasonably practicable to enable assessment of the entire exposed surface area of the material and to calculate approximate material quantities. The surveyor(s) determine the extent of materials and limitations of inspections based on their knowledge and experience plus the scope of work agreed with the customer or their representative prior to commencement.

The locations chosen for destructive inspections were based on gaining adequate access to a void, so that an inspection enabling suitable assessment was achieved. However dismantling and/or breakages did not involve extensive demolition or complete removal of fixtures, fittings, non- asbestos boards etc. The extent to which dismantling and/or breakages was undertaken, including where applicable if heavy civil engineering methods (i.e. excavation into structural wall cavities, service voids etc) were necessary was agreed with the customer before commencement.

When exploratory excavations were undertaken, the survey report includes details of the extent of those excavations and indicates whether they were conclusive or inconclusive. When exploratory excavations did not reveal/expose any suspect material, but there remains a possibility that asbestos may be present, the report includes details on the aspects of exploratory excavations that were inconclusive plus relevant explanations of what limiting factors existed that could not be overcome at the time of surveying. If access restrictions were encountered that could not be overcome at the time of surveying, and/or there remains a likelihood of materials being obscured or hidden in such a way that were not detectable during the survey without undertaking extensive demolition works beyond the survey scope, the survey report includes an explanatory note detailing where access for inspection was restricted and that ACM not identified, may be present.

When materials such as insulation board, mill board or cement sheets in the form of wall panels, service duct panels, ceiling panels and tiles were inspected, the condition and extent of material applies to sections of those materials that were visually exposed and accessible to the surveyor(s). Panels and ceiling tiles containing or suspected of containing asbestos were not dismantled / removed or disturbed in any way to enable visual inspection of the unexposed surface that exists to the internal side of a ceiling void, wall partition void, service duct etc, unless agreed with the customer prior to commencement and appropriate arrangements made for the employment of a licensed contractor. The same also applies when assessing the potential for additional quantities of suspect materials or other ACM that may also exist within the void areas and are thus not physically visible for inspection.

During the surveying process, when ACM such as pipe insulation runs were identified that were totally or partially encased in inaccessible service ducts and visually accessible at service hatches or exposed sections only, the inspection details and conclusions recorded were based on an assessment of the insulation that exists at the points of inspection (service hatches or exposed sections). If the inspection and sampling process of the accessible material was inconclusive i.e. assessment of accessible materials indicated a non asbestos material but there was a potential for the inaccessible material contained within a void area to be different and possibly contain asbestos, the surveyor (s) will have attempted as far as reasonably practicable to penetrate and/or dismantle the building materials structural or otherwise to determine and identify the remaining extent of the material. When the penetrations of the building materials were unsuccessful or inconclusive, the potential for ACM to exist within the inaccessible service ducts will be clearly recorded in the survey report.

2.6 Extent / Limitations of Destructive Inspections

When it was necessary to undertake destructive inspections that involved dismantling or breaking into sections of plasterboard walls and /or ceiling panels (or other similar non asbestos boards such as fibre board, MDF board, chipboard) to enable access into the existing wall / ceiling void, the decision on the extent of any inspection and amount of dismantling of fixtures, fittings, non- asbestos boards etc was based on the surveyors knowledge and experience plus the scope of work agreed with the customer or their representative prior to commencement.

The locations selected where dismantling and/or breakages were undertaken, was to achieve access for inspection purposes to the maximum area of the void. However dismantling and/or breakages did not involve demolition or complete removal of fixtures, fittings, non-asbestos boards etc. To this end, when the proposed refurbishment work involving complete or part removal of fixtures, fittings, non asbestos boards etc is undertaken, it must always remain a possibility that ACM may be found at a later date, that at the time of surveying could not be identified. This may be due to access restrictions that could not be overcome at the time of survey, or that the material was obscured or hidden in such a way that it was not possible to detect without undertaking demolition works. ace cannot accept responsibility for any ACM discovered in these instances.

The extent and/or limitations of destructive inspections detailed above apply to all inspections where dismantling and/or breakages were required including where ACM such as pipe insulation runs were identified that were totally encased or partially extend into service ducts, or where ACM was identified that travelled into inaccessible service voids and would have required demolition above and beyond the destructive inspection criterion to gain access.

2.7 Inspections to void areas

When inspections to void areas (i.e. roof voids, vent shafts, lift shafts and other rising shafts etc) or service ducts (i.e. floor ducts, riser ducts etc) were undertaken by the surveyor(s), the extent or limitation of findings was recorded as follows:

Asbestos containing material (ACM) found at point of inspection
When materials suspected of containing asbestos are identified at the point of inspection (or multiple points of inspection) where a void, shaft, duct etc can be accessed, and the survey team deemed it was not necessary to access these areas at any other point for additional inspection purposes, or by attempting to access the void at any other point could increase the risk of exposure, create lasting damage, affect the integrity of the material or adversely affect the appearance of the surface finishes etc, a presumption was made that the entire remaining area not accessed for inspection purposes may also contain ACM.

No material suspected of containing asbestos found at point of inspection
When no materials suspected of containing asbestos was found at the point of inspection (or multiple points of inspection) where a void, shaft, duct etc can be accessed and the survey team deemed that by attempting to access the void at any other point could affect the integrity of the material or adversely affect the structural stability beyond the agreed extent and scope of the survey, but there remains a possibility that asbestos may be present, the survey report includes details on inspections that were inconclusive plus relevant explanations of what limiting factors existed that could not be overcome at the time of surveying.

Where the surveyor(s) encountered access restrictions that could not be overcome at the time of survey, or where further dismantling and/or breakages would have resulted in virtual demolition works, further dismantling and/or breakages were not undertaken and specific details of the access restriction have been recorded within the important notes section of the report.

Recommendations (indicating removal) within refurbishment survey reports are based on the HSE guidance document "HSG264 Asbestos: The survey guide". The survey guidance states "condition assessment is normally not necessary for refurbishment surveys but, where the period between survey and the work that will involve disturbing ACM is significant, e.g. more than three months, then a material assessment should be conducted and interim management arrangements put in place". Therefore a material assessment or each ACM, that considers the potential fibre release has been included in the survey report, enabling the customer to fulfil the asbestos management requirements of CAR 2012 regulation 4, should any delay to proposed refurbishment occur.

3. Survey Methodology

3.1 Inspection strategy

All suspect materials were investigated as far as is reasonably practicable within the refurbishment survey scope. However, the surveyor(s) did not undertake activities that could unnecessarily increase the risk of exposure, create lasting damage, affect the integrity of the material or adversely affect the appearance of the surface finishes in high profile areas, public areas etc, unless specifically agreed with the customer and agreement received in writing prior to commencement of the survey contract or specified phase of works.

The inspection and surveying process can present health and safety issues to the surveyors and others. All surveying work was carried out in accordance with procedures defined within ace in-house technical procedures, HSE guidance, the customer's site requirements and associated risk assessment(s). Surveying was carried out in a manner that minimised the disruption to the customer's operations, protected the health and safety of persons who may be at risk from those operations at all times, however the inspection and surveying process does include undertaking destructive inspections that involve dismantling or breaking into the building fabric.

3.2 Sampling strategy

Representative samples were taken of each type of material suspected of containing asbestos identified during the survey. Sampling frequency was based on knowledge of the homogeneity of a manufactured product, evidence of repair and/or asbestos removal work, the likelihood of contamination/debris and the need to reduce the possibility of incorrect assumptions. It was at the discretion of the surveyor (s) to adapt all factors relating to sampling frequency depending on the type(s) and extent of suspect materials identified plus site-specific circumstances. Sampling was undertaken simultaneously during the survey.

The surveyor(s) did during the course of their inspections check for suspect material debris/remnants in the immediate and general area where inspections are carried out, that may or may not be associated with the main item/product inspected. During refurbishment surveys, identified suspect debris or remnants were sampled and details recorded in the normal way.

Unless there are any specific requirements requested by the customer at the planning stage, the sampling protocol adopted was in accordance with Company Technical procedure No. 7 - Asbestos Sampling / Inspection / Survey document. This document meets the requirements of HSE HSG264 "Asbestos: The survey guide", HSG248 "Asbestos: The analysts' guide for sampling, analysis and clearance procedures", the International Standards ISO/IEC 17020 General criteria for the operation of various types of bodies performing inspection, and ISO/IEC 17025:2005 General requirements for the competence of testing and calibration laboratories.

3.3 Abbreviations used in asbestos survey reports

3.3.1 Level of Identification Section

NAD: No asbestos detected
This statement implies that the Lead surveyor will have concluded after a thorough visual inspection of a specified area, element or component, that there is strong evidence to support a reasoned argument that the material identified is not an ACM. The Lead surveyor will have deemed it not necessary to extract a sample for analysis identification to support their decision.

NADIS: No asbestos detected in sample
This statement indicates that a sample will have been taken and subsequent analysis of the sample by UKAS accredited methods and procedures confirmed that asbestos was not present in the material.

3.3.2 Element / Component Section

ALL ACCESSIBLE ELEMENTS: No ACM identified
After inspecting all accessible surfaces and materials within a specified area or room, the Lead surveyor will have concluded that there was strong evidence to support a reasoned argument for presuming that no ACM or materials suspected of containing asbestos were identified during the inspection of the specified area or room.

3.4 Sample analysis

Samples were analysed in accordance with Company Technical procedure No. 8 'Asbestos Bulk Sample Analysis' document that contains UKAS accredited methods and procedures. This document meets the requirements of the HSE HSG248 Asbestos: The analysts' guide for sampling, analysis and clearance procedures, Appendix 2; 'asbestos in bulk materials: sampling and identification by polarised light microscopy' (PLM).

Initially the samples are prepared and examined using a low powered binocular stereoscope. Any suspect fibres found during this stage are appropriately cleaned and mounted onto glass slides in specific refractive index liquids, chosen to match individual asbestos staining types. These fibres are examined using polarised light microscopy and dispersion staining techniques. Fibres are identified by comparison of their optical properties against those of standard reference minerals with published data.

3.5 Quantification

The quantification's stated in survey reports are based on the surveyors' estimates. They indicate approximate size and volumes of ACM and products found and should not be used for contractual purposes.

4. Material Risk Assessment

4.1 Assessment descriptions

For each inspection the Lead surveyor assessed an ACM or materials presumed / strongly presumed to contain asbestos and recorded an indication of areas where damage or additional asbestos debris was present. The survey report did not include material risk assessments for materials suspected of containing asbestos as are required for Management surveys, unless specifically requested by the customer. However should there be a delay to the planned refurbishment work that is likely to extend over and beyond three months from the survey date, the condition of all identified ACM will need to be assessed meeting the requirements of CAR2012 regulation 4 as detailed in HSE guidance document HSG264.

4.2 Material Risk Assessment Chart

Factors	Assessment Description
Product Type	Asbestos reinforced composites (plastics, resins, mastics, roofing felts, vinyl floor tiles, semi-rigid paints or decorative finishes, asbestos cement etc)
	Asbestos insulating board, mill boards, other low density insulating boards, asbestos textiles, gaskets, ropes and woven textiles, asbestos paper, felt
	Thermal insulation (e.g. pipe and boiler lagging or similar), sprayed asbestos, loose asbestos, asbestos mattresses and packing, visible asbestos dust/debris
Damage / Debris	No visible damage and or debris
	Significant breakage of materials or several small areas where material has been damaged revealing loose asbestos fibre. De-lamination of materials, sprays and thermal insulation. Visible asbestos dust/debris or areas where asbestos debris may be expected to be present.
Asbestos Type	Chrysotile
	Amphibole asbestos excluding Crocidolite
	Crocidolite

4.3 No Asbestos detected

No further asbestos actions required'
When the survey team have concluded there is strong evidence to support a reasoned argument that a material inspected is highly unlikely to contain asbestos, "No asbestos Detected" was recorded. Additionally, for any type of survey undertaken there may also be materials that were suspected of containing asbestos and therefore sampled, however following analysis, no asbestos was detected within the sampled material. All of these incidences will require no further asbestos actions.

Note

It is important to appreciate that the risk assessments are only applicable to ACM in their present state. Each assessment within the survey report is offered on the presumption that the material in question has not changed in any way from the time of survey.

In the event of ACM being displaced or disturbed prior to planned refurbishment work, it may be necessary to implement asbestos management controls and procedures for the interim period prior to commencement of work.

5. Accreditation and approval bodies

5.1 United Kingdom Accreditation Service

ace has been assessed by the United Kingdom Accredited Service (UKAS) as meeting the requirements of ISO/IEC 17020 General Criteria for the Operation of Various Types of Bodies Performing Inspection and granted accreditation as a type C inspection body inspecting for asbestos in premises as proposed by the Control of Asbestos Regulations 2012 (Regulation 4). ace has also been assessed by UKAS as meeting the requirements of ISO/IEC 17025 General Requirements for the Competence of Testing and Calibration Laboratories and is UKAS accredited for the bulk sampling process and analysis of the bulk samples extracted during a survey.

6. Terms and Conditions of Business

6.1 Report acceptance

It is a requirement of the international standard EN ISO/IEC 17020, that terms and conditions of business are agreed prior to the commencement of any works. Therefore ace terms and conditions of business will be conveyed to a customer for their agreement, prior to the commencement of any works, unless alternative terms and conditions of business are already in place.

By the acceptance of this report, the customer or authorised representative hereby accepts our company terms and conditions in relation to the provision of services, payments, reporting structures and restrictions. A copy of our full terms and conditions are located in appendix 1 of this document and can also be viewed on our website; www.aceconsultants.co.uk

7. Survey Reports

7.1 Report Format

ace uses a standard format for all refurbishment survey reports produced for its customers. The report format can be altered to meet specific requirements requested by the customer provided the final layout and content meets with our UKAS accredited standards. Changes to survey report formats will be agreed prior to any work being undertaken; or if changes are requested when a survey contract has commenced, written confirmation of the agreed date for any format change will be required.

7.2 Ace Standard Report Format

Refurbishment survey reports produced by ace in the standard format will contain the following information:

7.3 Standard Survey Report Details

Details on front page
Resources (Lead surveyor, surveyor/assistant)
Survey reference number
Site details (location, address, property name/number, and function of site, occupied/void)
Site Photograph (when required)
Customer details (name, address, phone/fax number/email address and contact name)
Survey type (Refurbishment)
Original survey date(s) from / to
Original survey report prepared by
Revision number
Survey report issue date
Survey report reviewed by (name, position and signature)
Description of modification (where applicable)
Total number of pages to report
ace Head office name and address (Regional office locations)

Survey details contained within report
Table of Contents
Executive summary (brief description of survey type, scope and extent)
General description of the buildings surveyed
List of identified or presumed ACM including their locations, assessment priority and recommended actions
Specific details for areas not accessed (including reasons why access was not gained)
Important notes
Inspections register that will contain details for all inspections completed during the survey and include:

- Inspection number
- Sample number (if applicable)
- Building name / number
- Floor level
- Area / room
- Element / component inspected
- Material description
- Material condition
- Estimated quantity
- Level of identification
- Asbestos content key

Asbestos Containing Material Assessment Register that will contain a material assessment (as per HSG264) for each identified ACM and will include:

- Inspection details
- Material location
- Material details
- Sample details (including analysis result)
- Material assessment details
- Photograph of ACM and/or location

Recommended action (the minimum asbestos treatment works necessary to render the material completely safe)

- Comments and additional information

The following will be included as an appendix to the main survey report:

- Bulk sample test certificate (when applicable)
- Plans and drawings

Note:
The extent of information included in plans and/or drawings will be as agreed with the customer before any survey work is undertaken. They will include details of:

- An agreed naming convention (where applicable)
- The layout of each floor to each building and any adjoining areas within the survey scope (i.e. adjoining land, out buildings, common areas etc)
- The location and extent of ACM (identified by inspection numbers if required)
- The location of areas not accessed
- Were ACM was identified by analysis or presumed
- Sample locations (if required)