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Better homes, smarter business*



**Alliance
Homes**

Approved Contractors Asbestos Information

Issue 3 October 2015



www.alliancehomes.org.uk

1.0 Introduction

Workers in the building and allied trades are exposed to asbestos fibres every time they unknowingly work on building materials that contain asbestos or carry out work without taking the correct precautions. This exposure can result in the development of asbestos-related diseases, depending on the level, duration and frequency of exposure. This can include minor work such as installing a new light fitting, through to any major refurbishment or demolition work. Their work can potentially put others at risk from exposure from their activities within the working area within the building.

The Control of Asbestos Regulations 2012 places a specific legal duty for the Alliance Homes Group to ensure that ACM's in any of its properties is managed correctly to minimise risks and ensure that a management system is in place that responds correctly and appropriately.

Personnel whose work may bring them into contact with existing asbestos materials, must be suitably trained to recognise the possibility of its presence and what daily precautions to take to avoid potential exposure.

Staff and Contractors *are not* expected to work with ACM's nor be exposed to asbestos fibres.

This document is designed as a guide for all Approved Contractors who may come into contact with asbestos containing materials (ACM's) during their day-to-day working activities.

2.0 Background

Asbestos is a term used for a number of naturally occurring minerals which have crystallised to form long thin fibres and fibre bundles. The fibres have high tensile strength and chemical, electrical and heat resistance, and were widely used for these properties either raw (e.g. asbestos textiles and insulation packings), or more often combined with other materials (fireproofings, insulations, boards, asbestos cement sheets, etc.)

There are six regulated types of asbestos, the three main types being Chrysotile, Amosite and Crocidolite, which were widely imported and used in the UK. These are also referred to as white, brown and blue asbestos respectively.

The other three types of regulated asbestos are fibrous actinolite, fibrous tremolite and fibrous anthophyllite, although these were less commonly used

3.0 The Health Effects of Asbestos

Although asbestos is a hazardous material, it can only pose a risk to health if the asbestos fibres become airborne and then inhaled. ACM's only release fibres into the air when they are disturbed. If ACM's are maintained and in good condition, they cannot release fibres and put the health of workers or others at risk.

ACM's can become disturbed:

- During any direct action on them, e.g. drilling, cutting, breaking, etc.
- During their removal or during the demolition of buildings containing them.
- Through minimal but repeated damage, e.g. an unprotected asbestos insulating board panel on the back of a door which is continually being accidentally knocked or scraped.
- When damaged asbestos, e.g. damaged pipe insulation or sprayed asbestos on beams/columns, is subject to mechanical vibration and/or strong air currents.
- During any other action that causes the ACM to be disturbed.

4.0 Asbestos Locations

Asbestos has been the subject of gradual voluntary and formal bans since 1969, for example:

- The use of blue asbestos stopped almost completely in about 1970.
- The installation of sprayed coatings decreased gradually from 1970 to 1980 and was the subject of a legal ban from 1985.
- The installation of asbestos insulating board decreased sharply after 1980 and stopped completely in 1985.
- The use of asbestos paints and varnishes stopped in about 1988.
- The installation of asbestos-containing decorative plasters (Artex types etc) was legally banned in 1992.
- The installation of asbestos cement was prohibited in 1999.

By 1999 the importation, supply and use of all forms of ACM's had been banned, with the exception of a few specialised applications.

5.0 Asbestos Management Plan (AMP)

The Asbestos Management Plan is a working document and it sets out Alliance Home's policies and procedures. It is also designed to manage and minimise asbestos-related health risks to all persons working, visiting or occupying its premises to as low as can be reasonably practicable. This is in accordance with current legislation and is intended to ensure compliance with *Regulation 4 of the Control of Asbestos Regulations 2012 (CAR 2012)*.

The AMP sets out the mechanisms and method by which ACM's are managed on any Alliance Homes property's and details on how the organisation intends to:

- Identify and risk assess ACM's
- Produce a prioritised programme for the remediation of ACM's based upon their location and/or condition, together with their present, actual or perceived risk to health
- Protect those working on the fabric of any Alliance Home property
- Protect those working within or occupying any Alliance Home property
- Effectively control any work likely to affect ACM's
- Manage asbestos hazards based on the prioritisation of the assessment of the risk to health
- Make arrangements for the engagement and monitoring of asbestos removal contractors
- Identify, monitor and maintain the condition of identified ACM's that are assessed as being suitable to be left in situ

6.0 Alliance Homes Group: Asbestos Policy

Background and Objectives

Asbestos is a dangerous substance that has been used extensively in building construction. The risk from exposure to asbestos arises from its use in buildings and particularly when works are carried out which interfere with that asbestos.

The presence of asbestos containing materials (ACM's) does not in itself constitute a danger. However, asbestos does become a hazard when disturbed or damaged and must be treated accordingly. Activities which give rise to airborne dust e.g. abrasion, breaking, sawing, cutting, drilling or machining ACM's, are most likely to present risks.

The Control of Asbestos Regulations (CAR) 2012 Regulation 4, places a specific legal duty on every person to identify materials containing asbestos in any premises they own, occupy or manage, or for which they have a responsibility, to assess the risk of those materials and to ensure that a management system is in place that responds correctly and appropriately to the materials present.

The Alliance Homes Group has a legal obligation to ensure that all ACM's falling under its control will be managed in such a manner as to eliminate, so far as reasonably practicable, exposure to asbestos fibres to staff, residents, contractors and other site visitors.

Where exposure cannot be eliminated, Alliance Homes shall ensure that a suitable and sufficient risk assessment is carried out on any work that may expose employees, contractors or any other person (whether at work or not) to asbestos.

The general principle of the Asbestos Policy is to ensure that asbestos in any of its properties is managed correctly to minimise risks. All necessary action will be taken to ensure that staff, contractors and tenants are made aware of the dangers of asbestos and carry out their duties in such a way that all risks are considered and safeguards adapted to minimise or eliminate such risks. Such action will be in accordance with all legal requirements relating to asbestos products.

- (a) To manage the ACM's within its stock on an on-going basis to ensure that any risks to staff, contractors or tenants are minimised.
- (b) To maintain a record of ACM's within the stock both owned and managed.
- (c) To treat all ACM's, once identified, in accordance with the relevant statutes, regulations, codes of practice and best working practices.
- (d) To carry out all remedial works on identified asbestos in a planned manner based on a prior risk assessment and in accordance with current asbestos legislation.

Policy Detail**Company Responsibility**

Overall and final responsibility for this policy in the Company is that of the Chief Executive.

The person charged with the development, administration and implementation of the policy is the Managing Director of Property Care.

The Company will take all steps within its power to provide and maintain a safe and healthy working environment.

Monitoring and reviewing this policy is the responsibility of the Asbestos Management Committee, chaired by the Asbestos Co-ordinator.

Responsibilities of Management

To be responsible for the implementation of the Asbestos Policy, Management Plan & Procedures within their respective department.

To ensure that sufficient and suitable initial and updated training arrangements are implemented with respect to asbestos issues where appropriate.

To ensure that Staff within their department organise and complete work in accordance with the Asbestos Policy and Management Plan.

To ensure that work is only issued to contractors after a suitable and sufficient risk assessment and/or survey has been completed.

Responsibilities of Staff

To fulfil their areas of responsibility detailed in the Asbestos Management Plan and Procedures within their respective department once suitable information, training, instruction and supervision has been received.

Asbestos Management Plan

The Asbestos Management Plan (AMP) is a working document which sets out the Companies policies and procedures to facilitate the identification, management and control of ACM's within Alliance Homes.

The Asbestos Management Plan requires the following requirements to be achieved:

- Identify the location of all known or presumed ACM's and ensure that the risk posed are suitably and sufficiently assessed and that adequate control measures are identified and implemented to ensure that known or presumed ACM's are maintained or managed in such a way as to ensure that asbestos fibres are not released.
- All work which could potentially give rise to the released asbestos fibres is planned, implemented, monitored and reviewed to eliminate, so far as reasonably practicable, the risk of asbestos fibre release.
- Where risk elimination is not practicable, the AMP should detail how those risks will be controlled to reduce asbestos fibre release to a tolerable level, and in any case below prescribed control limits and action levels.

- These procedures must include a means for ensuring that employees and contractors are advised of any risks associated with ACM's and are consulted in a timely manner on any planned works on ACM's.
- Identify how the Asbestos Management Plan can be communicated to all employees, including visitors, tenants and contractors that could be exposed to asbestos fibres.
- Contain emergency procedures for dealing with unplanned releases of asbestos fibres including containment of those fibres, reduction of exposure to those fibres to the lowest possible level, consultation with employees and contractors subsequent clean up and monitoring of affected areas.
- Identify the practical arrangements for ensuring that all information contained with the Asbestos Management Plan is kept up-to date and demonstrate coherent control of the risk associated with ACM's.
- Ensure that the asbestos database is kept up to date and available for interrogation as required. Contractors will be provided with database access to obtain information relevant to their needs.
- Staff who may be exposed to asbestos will receive annual awareness training. Staff who order works to Alliance Homes properties will receive training in asbestos awareness and how asbestos should be managed.
- Alliance Homes will inform tenants, leaseholders and licence holders where asbestos has been identified within their property and provide advice to minimise any risk from the material. Information will be provided in the Tenants' Information Pack. Training will be provided for the Tenants Forum and residents' groups.

7.0 Organisation and Responsibilities

Key roles within Alliance Homes for the implementation of the AMP are as follows:

Title	Name	Telephone No.	Email
Chief Executive	Clive Bodley	01275 398 031	clive.bodley@alliancehomes.org.uk
Managing Director of Property Care	Steve Drew	01275 398 020	steve.drew@alliancehomes.org.uk
Asbestos Coordinator	Martin Webb	01275 398 317	martin.webb@alliancehomes.org.uk
Deputy Asbestos Coordinator	Tim Kent	0776 636 6138 01275 398 2237 0771 338 6074	tim.kent@alliancehomes.org.uk

Asbestos Coordinator

The Asbestos Coordinator is the appointed coordinator of all asbestos issues within Alliance Homes. A summary of the responsibilities are:

Managing ACM's by:

- Identify and Implement control measures which ensure that known or presumed ACM is maintained or managed in such a way as to ensure that asbestos fibres are not released.
- Identify where risk elimination is not reasonably practicable and ensure arrangements and procedures exist and are implemented which detail how residual risks will be controlled.
- Ensure that requirements for the safe management of ACM's are fully identified and incorporated into any design or specification produced by the Property Care Department.
- Ensuring Alliance Home's continued compliance to Regulation 4 of CAR 2012.
- Ensuring that identified ACM's are subjected to a formal risk assessment process.

Managing Remedial Works by:

- Advising, where required, on the preparation of the specification for asbestos remedial works issued by the Surveyors.
- Informing appropriate staff of asbestos-related works where necessary, and promoting liaison between Surveyors on asbestos projects.
- Collating and reviewing asbestos-related documentation.
- Collating and reviewing HSE Notification Forms.
- Collating and reviewing Clearance Certificates.

Property Care Management Staff

- Ensure that all staff and visitors are aware of their individual responsibilities regarding this AMP.
- Implement any measures deemed necessary by Alliance Home's Property Care Department.
- Co-operate in the management of asbestos by ensuring that they and their staff are aware of the AMP and its implications for them and their activities.

The primary responsibility is the effective management of any project, planned and reactive response maintenance work activity. To ensure that building and engineering contracts are administered and that the necessary quality control procedures stop any unnecessary disturbance of ACM's. Responsibilities extend to:

- Instructing asbestos consultants/surveyors/ removal contractors.
- Provide suitable information and instruction to staff, contractors and customers to minimise the risk of ACM being disturbed.
- To provide support to the Asbestos Co-ordinator when required.
- Project planning, development and day-to-day contract administration.
- Health and Safety issues regarding asbestos.
- Collating and reviewing all asbestos-related contract documentation
- Ensuring CDM compliance (where appropriate).
- Producing preliminaries and specifications in adherence with Alliance Homes.
- Obtaining clearance certificates and forwarding to the Asbestos Coordinator.
- Making local arrangements with building users and service providers to facilitate the asbestos works where necessary.
- Organising, where appropriate, an asbestos contract pre-start meeting to agree the Plan of Works (generally attended by the Independent Asbestos Consultant, Asbestos Contractor and Analyst).
- Ensure and facilitate a handover meeting with the stakeholders.
- Reporting incidents to the Asbestos Coordinator.

Asbestos Contractors

- Comply with current legislation and associated Approved Codes of Practice and Guidance.
- Attend site to assess and prepare quotations against asbestos remedial work specifications; the Contractor raises any issues relating to the health and safety aspects or potential costs of a project.
- Provide a Plan of Work to Alliance Homes and the Statutory Authority - this is to include details of project resources and an emergency procedure which is discussed and agreed with the Asbestos Coordinator or Independent Asbestos Consultant.

- Provide Statutory Notice to the Statutory Authority prior to commencing asbestos works, or by agreement and at the request of the Asbestos Coordinator, apply for a waiver from the minimum notice period.
- Attend the asbestos contract pre-start meeting, progress meetings and handover meeting, as required.
- Carry out regular inspections of the work environment. Immediately rectify any defects found by or reported to the Asbestos Coordinator, Independent Asbestos Consultant or Analyst.
- Comply with all reasonable requests from the Asbestos Coordinator or Independent Asbestos Consultant.
- Liaise with the Asbestos Coordinator or Independent Asbestos Consultant to ensure satisfactory progress of the work.
- Provide copies of notification and consignment notes and other relevant documentation with final account to Alliance Homes.
- Ensure no employee or sub-contractor works on any of Alliance Homes properties without first informing them of known locations containing asbestos throughout Alliance Homes portfolio.
- As a minimum ensure adequate and up-to-date asbestos awareness training, in accordance with CAR 2012, is provided to employees and contractors.

Asbestos Analysts

- Maintain accreditation to ISO/IEC 17020 and ISO/IEC 17025 or relevant to instructed tasks as applicable.
- Provide proactive support to the Asbestos Coordinator or Independent Asbestos Consultant but to a level which would not fall within the HSE requirement for a supervisory licence.
- Provide quotations reflecting anticipated project analytical requirements.
- Carry out analytical work and inspections as agreed with the Independent Asbestos Consultant. Where site conditions alter and the Asbestos Coordinator or Independent Asbestos Consultant is not immediately available, the Analyst adjusts the level of testing and inspection to ensure that all information relevant to the continued health and safety of the asbestos contractor and building occupants is obtained.
- Report to the Alliance Homes any defects or non-compliances relating to the asbestos contractor's performance including suitability of the work areas, adherence to the plan of work, statutory instruments and AMP. Where Alliance Homes and/or the Independent Asbestos Consultants are not immediately available, the Analyst takes any measures necessary to ensure the health and safety of the contractor and building occupants.
- Check areas on completion of asbestos remedial works to ensure that the contractor has completed his scope of works and all affected areas have been left in a satisfactory condition.
- Maintain regular contact (as minimum, at start and at end of each site day) with the Asbestos Coordinator or Independent Asbestos Consultants, regarding progress of site works.

- Report to the Asbestos Coordinator or Independent Asbestos Consultants any aspects of asbestos management encountered on site which could give rise to health risks; for example, breaches of asbestos management procedures, suspect or damaged ACM's.
- Issue formal reports, including 4 Stage Clearance and Certificate of Reoccupation on completion of site works.

External Contractors

- Comply with the AMP and relevant procedures, and where acting as sole, main or principal contractor, have a thorough understanding of these procedures.
- Ensure that all sub-contractors are informed of the AMP and relevant procedures; in particular the location of ACM's within the project area.
- Recognise their enhanced duty of care regarding effective communication with those employees and sub-contractors whose first language is not English.
- Co-operate with the Asbestos Coordinator or Independent Asbestos Consultant and any asbestos contractors or associated contractors working within or adjacent to the known or intended project area.
- Ensure emergency measures are in place for any suspected or known exposure to ACM's and that these are in line with Company procedures.
- Ensure no employee or sub-contractor works on any of Alliance Homes properties without first informing them of known locations containing asbestos throughout Alliance Homes portfolio.
- Ensure adequate and up to date asbestos awareness training, in accordance with CAR 2012, is provided to employees and sub-contractors.

8.0 Duty to Manage Procedures

This section contains the simple procedures for the management of asbestos on all Alliance Homes premises.

Identification of ACM's

Asbestos surveys have been carried out to a large percentage of Alliance Homes Domestic Houses and Corporate Offices. A major project was undertaken in 2004/5 which surveyed the bulk of the Alliance Homes Group (formally NSHousing) portfolio. The information, generated by Quadron Services Ltd and Asbestos Consultants to the Environment Ltd, forms the basis of the current Asbestos Register.

A subsequent review of the entire asbestos register is being undertaken by Alliance Homes / CWE Services Ltd. Further surveys will be carried out relating to specific projects or investigations and this shall also include annual reviews, this information shall be incorporated into Alliance Home's electronic database register periodically.

Where an area or property has not been surveyed, ACM's are presumed to be present unless known otherwise.

Ongoing and Future Work

As part of the AMP, required by regulation 4 of CAR 2012, occupiers or owners of premises have an obligation to inform any person liable to disturb ACM's, including maintenance workers, about the presence and condition of such materials. If work is to be carried out as part of a larger project which attracts the requirements of CDM, the health and safety plan prepared by the CDM Coordinator should contain information if the materials contain asbestos and what type they are.

Future surveys and re-inspections will be carried out to comply with current HSE guidance as stated within document HSG264 – Asbestos: The Survey Guide.

- Management Surveys will be the normal adopted procedure.
- Refurbishment and Demolition surveys will be commissioned where refurbishment works or demolition works are planned.

Where a refurbishment or demolition survey is carried out within any area of a property, an air reassurance test certificate is to be produced if asbestos is to be disturbed in order to confirm that the surveyed area is safe for reoccupation and that no asbestos fibre release has occurred.

Planned Maintenance in an Existing Property

All works within Alliance Homes buildings which have the potential to alter or damage the fabric of the building must be reviewed with regard to:

- Possible presence of ACM's.
- Control measures to be taken to avoid damage.
- Any necessary remedial/removal works.
- Potential impact on project programme.

The review must be carried out by the Surveyors and Approved Contractors responsible for the works, together with the support of the Independent Asbestos Consultants, if required, at the earliest stage of the project. This is done to allow sufficient time for projected implications of ACM's to be assessed and dealt with appropriately.

The review should consist of:

- Review known ACM information In the Asbestos Register (Database & Drawings) which can be found in the electronic database system.
- Decide whether a site investigation, such as Refurbishment / Demolition is required.
- When undertaking a refurbishment / demolition survey, these works are required to be undertaken in a non-occupied area to avoid any exposure to others.

Asbestos and CDM Projects

Surveyors should directly consult with the Designer and the CDM Coordinator for the project. A strategy should then be developed on how to control the risks from the asbestos during the project. At this stage, it is not always possible to involve the Principal Contractor and if this is the case, some of these considerations need to be addressed at a later date when the Principal Contractor has been appointed.

Factors to be considered at this stage include:

- Whether asbestos will be interfered with during the project.
- Whether the Designer can “design out” the risk by avoiding disturbing asbestos.
- Whether additional protection measures will be necessary.
- Whether it will be necessary to remove the asbestos prior to construction work.
- Whether there is a risk of the work interfering with undiscovered asbestos.
- Whether the project provides the opportunity to remove asbestos, even if it is not interfering with the work (this is particularly relevant if some asbestos has to be removed directly in connection with the work).
- How emergencies will be dealt with, such as inadvertent exposure to asbestos.

Having taken these factors into account, any residual risks from asbestos should be included in the Health and Safety Plan within CDM projects.

The Health and Safety Plan is then developed by the Principal Contractor, setting up a control system to control the risk from the asbestos in the Health and Safety Plan. The CDM Coordinator should determine whether the proposed controls are satisfactory and process the acceptance of the plan via Alliance Homes in the usual way.

During the construction phase, the Principal Contractor is responsible for controlling the risks from asbestos. The Principal Contractor should continue to liaise with Alliance Homes and the Principal Designer, if the situation changes during this phase, for example, if any contract variations result in further disturbance.

Asbestos and Non-CDM Projects

For non-CDM work carried out by approved contractors, Surveyors do not have the advantage of having to work within the framework of CDM. The factors to be taken into account are identical to those outlined above, although there will be no CDM Coordinator and the Designer may simply be the person specifying the work.

In any event, having selected a suitable contractor, Surveyors and the selected contractor, should consult and go through the process outlined above for CDM work.

The contractor should be required to carry out a risk assessment on the risks posed by the presence of asbestos and a method statement determining how he is to control any residual risks.

An additional risk in these circumstances is the possible presence of Alliance Homes staff carrying out their normal activities. In most CDM projects, the construction site is clear of people who are not employed in construction. In this case, however, considerable minor work may be carried on with non-construction personnel present and the special risks posed by this and the presence of asbestos need to be addressed.

Before work commences, the Surveyors or other relevant employees should be satisfied that the contractor has addressed all the risks in the risk assessment and that the arrangements to control those risks outlined in the method statement are satisfactory. During the work, the Surveyors or other relevant employees should monitor the activities of the contractor.

Discovery/disturbance of presumed asbestos materials.

Approved Contractors should stop work immediately and contact Alliance Homes Hotline on 03000 120 120

Requesting Asbestos Removal

Approved Contractors should contact their Surveyor to request any removal of asbestos materials.

The Asbestos Coordinator with the support of the Independent Asbestos Consultant to undertake a supervisory role for the proposed asbestos removal project and to act in accordance with Regulation 8 of CAR 2012. This role is to undertake “Direct Supervisory Control” to mean, where there is direct and immediate influence over current site activities.

9.0 Recording of Information**Asbestos Register Content**

The Asbestos Register is a record of known ACM's throughout Alliance Homes properties. It is a separate module within Alliance Homes electronic management system and contains the following information for identified or suspected ACM's:

- location
- extent
- condition (including any damage or provision of sealant or physical barrier) and labelling status where ACM's have subsequently been removed

The Register also states, where known, those areas which have not been surveyed due to insufficient access.

There should always be a presumption that materials contain asbestos for all un-surveyed areas and for all surveyed areas where the material would not have fallen within the scope of the original survey inspection.

Information is also included on non ACM's where, in the normal course of the building operation, they may be confused with ACM's and thus cause concern.

Release of Information**Non-Asbestos Related Contractors**

This relates to those not removing or identifying ACM's.

The location of, or the means to locate, the Asbestos Register will be given to all who may require such information. Information on ACM location and condition will be made available to anyone likely to disturb it.

For term contractors, or those involved with large scale projects, the Asbestos Register information will be available for inspection

Other than the above examples, further information will be available to contractors as one or more of the following:

- Photocopies of Asbestos Register text – to include sufficient text and details relating to the required areas of working.

- New Surveys will provide a print out of colour marked-up plans – to be produced from the most up-to-date plans contained within the Asbestos Register or, alternatively, hand annotated drawings provided by a surveyor.
- Those accessing the information should regularly read information on the interpretation and limitations of the Register. In particular details of areas not accessed, and ACM's common throughout a building or floor but noted **only** at the start of each Building Asbestos Register.
- During out-of-hours periods access to the Asbestos Register information will be available via Web related application.

Asbestos Related Contractors

This relates to those involved in the removal, management or identification of ACM's.

These parties have a need to extract live data periodically to conduct reviews, survey or removal works. Using live data has an inherent risk from others working on the same data simultaneously. This can cause discrepancies and therefore is to be avoided.

The preferred method of release of live data is as follows:

- For reasons of expediency and overall accuracy, review or survey work is to be done electronically. This allows for the update of existing data together with the simultaneous inclusion of new items into the register.
- Prior arrangements with the Asbestos Coordinator will be made to extract particular data on a building-by-building basis. This then allows the Independent Asbestos Consultant to work with that particular set of data for a period of time.

Updating the Asbestos Register and AMP

The Asbestos Register contains a wide range of information that needs to be kept up-to-date. Those individuals, departments or organisations with the ability to affect or influence data in the Register will be expected to supply relevant information to the Asbestos Coordinator or Independent Asbestos Consultant as and when changes occur.

The monitoring period will be annually, based on items identified within the asbestos register. ACM's of higher score risk assessment may be subject to more regular re-inspection than lower scores.

Archive copies of the Asbestos Register will be kept by Alliance Homes Property Care Department for at least **20 years**. The copies will be available for audit purposes, for example, to demonstrate on-going management of ACM's.

10.0 Information, Instruction and Training

The Control of Asbestos regulations 2012, Regulation 10, places a requirement on employers to train employees who are liable to be exposed to asbestos.

Approved contractors will be required to evidence that any employees working on behalf of Alliance Homes are suitably trained.

Alliance Homes policy is to only accept training that has been undertaken by a provider registered by UKATA.

UKATA is the nationally recognised asbestos training standard.

There are three levels of asbestos training:

- **Category A: Asbestos Awareness**

If Operatives have no intention of removing asbestos but work on buildings built or refurbished before the year 2000, asbestos could be present. Candidates will need awareness training so you know how to avoid the risks.

- **Category B: Non-Licensed Asbestos Work**

Persons requiring this type of training would include those whose work will knowingly disturb low risk asbestos containing materials, such as maintenance workers and their supervisors; and those who carry out asbestos sampling and analysis

- **Category C: Licensed Asbestos Work**

This type of training is required for those holding a HSE License for carrying out work with or removing asbestos containing materials that are relatively high risk such as laggings, sprayed coatings and insulating board.

11.0 ALLIANCE HOMES ASBESTOS MANAGEMENT CONTRACTORS DECLARATION OF UNDERSTANDING AND COMPLIANCE.

Signing of this document is a pre-requisite to any contractor or supplier appointment made by Alliance Homes and will be subject to regular review and appraisal.

No contractor will be allowed to commence any work until the declaration has been signed and returned with any other relevant information requested.

PLEASE COMPLETE THIS DECLARATION AND RETURN IT TO THE ALLIANCE HOMES PROPERTY CARE DEPARTMENT.

I confirm:

- That I have read and have understood all the above and my company will comply with all the requirements of the **Alliance Homes Asbestos Policy** and **Asbestos Management Plan** when working on behalf of Alliance Homes.
- That there should always be a presumption that materials contain asbestos for all un-surveyed areas and for all surveyed areas where the material would not have fallen within the scope of the original survey inspection.
- That I have provided Alliance Homes the following documentation:
 - UKATA Asbestos Training Certificates
 - Risk Assessments related to the risk of the ACM disturbance
 - Method Statements detailing the controls in place to protect your employees.

Company:	
Name:	
Position:	
Sign & Date:	
Telephone Number:	
Fax Number:	
Contact Email:	