WORKING FOR A HEALTHIER FUTURE

Suite D, Quay West
Salamander Quay
Park Lane
Harefield
Uxbridge
UB9 6NZ

Tel: 0203 668 0000
Fax: 0203 668 0018

REPORT TO CLIENT

ASBESTOS REFURBISHMENT SURVEY

WITHIN

SPECIFIC AREAS OF

UPRN L03329 - Rivers House
Blandford Forum DT11 8ST

On Behalf Of

Environment Agency

Contract Code: 607-03329

Date of Issue: 3rd December 2015

First Issue

Authorised by:

Craig Mair

Craig Mair
Asbestos Manager

Reviewed By :

Ian Price
Asbestos Manager

CONTENTS

Page No.

EXECUTIVE SUMMARY

An Asbestos Refurbishment Survey was carried out within specific areas of Rivers House, Sunrise Business Park, Higher Shaftesbury Road, Blandford Forum DT11 8ST.

The Refurbishment Survey covered the following –

- Ground floor incident room
- First floor kitchenette

Bulk samples of suspected ACMs were taken from the following locations, outside the scope of the Refurbishment Survey areas, at the request of Ms Emma Skinner (Environment Agency)

- Garage roof
- Workshop bench panel
- Undercloaking to main entrance

Please refer to Section 2 for full Scope of Survey.

The survey was fully intrusive and as comprehensive as possible under the conditions described however asbestos materials may be present behind identified ACM's and other building materials. Care should be taken or further investigations carried out when accessing into voids or cavities. (See Section 3 for further information on any agreed restrictions and limitations within this survey.)

At the time of the survey, the premises were occupied and the utilities were live.

ASBESTOS CONTAINING MATERIALS (ACM'S):

No Asbestos Containing Material (ACM) or material strongly presumed (1A) to contain asbestos was located during the Refurbishment Survey of the incident room and kitchenette.

However, Chrysotile (white asbestos) was found to be present in undercloaking to the main entrance canopy. It should be assumed that any other similar undercloaking present in this building is also an ACM.

AREAS OF NO ACCESS

All specific areas were accessed.

PRESUMED ASBESTOS

No items presumed to contain asbestos were identified during this survey.

It is important that this report is kept whole; IOM Consulting does not take responsibility for misinterpretations made due to individual sections or appendices of this report being distributed separately.

Notes to Executive Summary

The duty to manage requirement in CAR 2012 Regulation 4 allows for materials to be presumed to contain asbestos. In this report there are two levels of 'presumption'

Strongly presumed to contain asbestos:

Materials which themselves have not been sampled, but are cross referenced to similar materials which have been sampled and found to contain asbestos. These materials are found within the Asbestos Register and are identified on plans with a prefix of 'X' in front of the Sample Number.

Materials in which asbestos was known to have been commonly used in the manufactured product at the time of installation such as cement sheets, gutters, flue pipes which are readily identifiable, or materials which have the appearance of asbestos but no sample has been taken, e.g. thermal insulation on a pipe where fibres are clearly visible. These materials are found within the Asbestos Register and are identified on plans with a sample code of "SP".

Presumed to contain asbestos

Items where there is insufficient evidence to confirm that they are asbestos free e.g. where access is restricted due to excessive damage or Health & Safety related issues. These materials are found within the Asbestos Register and are identified on plans with a sample code of "P".

1. INTRODUCTION

IOM Consulting undertook an Asbestos Refurbishment Survey within specific areas of Rivers House, Sunrise Business Park, Higher Shaftesbury Road, Blandford Forum DT11 8ST.

The survey was undertaken at the request of Ms Emma Skinner from Environment Agency, Rivers House, Sunrise Business Park, Higher Shaftesbury Road, Blandford Forum DT11 8ST.

The survey was carried out on 21st October 2015 by Craig Mair, Lead Surveyor, and Ian Halpin, Assistant Surveyor, of IOM Consulting and is intended to aid the client in compiling an asbestos register for the premises.

This survey report relates to the refurbishment of the first floor kitchenette and the incident room, which is located on the ground floor of Rivers House.

Bulk samples were also taken of suspected ACMs within the workshop, garage and Rivers House main entrance canopy. The certificate of analysis for these samples is included within Appendix 6 of this report.

Rivers House is an Environment Agency office believed to have been constructed in the 1980s.

Plans of the premises were used to aid the surveyor in identifying locations during the survey. These plans are shown in Appendix 5 of this report.

2. SCOPE OF SURVEY

The scope of the survey was to identify the presence of any ACMs within the incident room and kitchenette prior to refurbishment works. Ms Deb Beeson met the survey team on site and provided plans showing the locations to be surveyed.

At the client's request bulk samples were also taken from suspected ACMs present in the following additional locations (outside the scope of the Refurbishment Survey areas) –

- Garage roof
- Workshop bench panel
- Undercloaking to main entrance

The purpose of the survey was to locate, so far as was reasonably practicable, the presence and extent of any suspect ACM's within the surveyed area. To achieve these objectives the survey involved destructive inspection, as necessary, to gain access to all areas including those difficult to reach. A full sampling programme was undertaken to identify possible ACM's and estimate their area or volume.

Where measurements or other dimensions are recorded within this report, they are an estimation based on surveyor knowledge. Prior to scoping removal works these figures should be confirmed by those compiling documentation or by any preferred removal contractor prior to undertaking the work. Where widespread ACMs such as pipe insulation debris have been identified within a large area this will be recorded as the full floor area as it is likely that the whole area will require remedial works to ensure all debris has been removed.

Man Made Mineral Fibre (MMMF) insulation may occasionally be noted during the survey to avoid potential future confusion, however, extents and conditions unless otherwise specified are not part of the remit for this survey.

Recommendations regarding the future management of asbestos containing materials are given in Section 5, General Recommendations.

3. RESTRICTIONS AND LIMITATIONS

It should be noted that whilst the surveyor exercised all reasonable skill and diligence to examine all materials, we cannot guarantee that all asbestos containing materials have been located. Some materials may well be hidden within the fabric of the building or in other non-accessible areas, and may only become known during refurbishment or demolition.

Where surveyors have faced restrictions and/or limitations during the survey they will be highlighted either as areas of no access gained or presumed asbestos as per the Executive Summary and Appendix 2.

Where the client has placed specific restrictions or limitations on the survey scope, these are listed below:

Refurbishment of specific areas only –

- Ground floor incident room
- First floor kitchenette

Bulk samples to be taken from –

- Garage roof
- Workshop bench panel
- Undercloaking to main entrance

4. SURVEY FINDINGS

4.1 Refurbishment Survey

1 sample was collected during the Refurbishment Survey of the incident room and kitchenette. No asbestos was detected.

All materials containing, strongly presumed or presumed to contain asbestos are detailed within the Asbestos Register, Appendix 2.

Where present, survey photographs are shown in Appendix 4.

Plans of the premises have been used to illustrate the report; these are shown in Appendix 5 of this report.

The Certificate of Analysis is given in Appendix 6.

4.2 Bulk Samples

No asbestos was detected in the samples of garage roof and workshop bench panel.

Chrysotile (white asbestos) was found to be present in the undercloaking to the main entrance canopy. It should be assumed that any other similar undercloaking present in this building is also an ACM.

The Certificate of Analysis is given in Appendix 6.

5. GENERAL RECOMMENDATIONS

The following sections give general guidance on appropriate control of ACMs.

5.1 Remedial Work

If a building or area is programmed for demolition then all ACMs must be removed.

Removal of ACMs may be the only practicable option where refurbishment is planned.

Consideration should be given to reducing the score, by remedial action, for all ACMs with a high material assessment score, i.e. 10 or more or with a medium material score, i.e. 7-9.

Removal of ACMs should be considered where these ACMs are already highly damaged or likely to sustain damage due to location and use or occupancy of an area.

Encapsulation or sealing will depend on the nature of the asbestos material and its condition and the type of protection required (taking into consideration flammability requirements). ACMs should be sealed with a specially formulated sealant, such as “Firecheck”. The sealing coat must adhere firmly and the integrity of the asbestos material must be sufficient to carry the sealing coat.

It is recommended that a detailed specification be compiled for these works, which should be included in any tender documentation.

5.2 No Asbestos Detected

Where ACM’s were not detected, no further action is required.

5.3 Labelling

Where appropriate, ACMs should be labelled with an asbestos warning label as described in The Control of Asbestos Regulations 2012 Approved Code of Practice. Labels must be permanently fixed and care should be taken to ensure that the asbestos is not damaged during labelling. Some locations may not be suitable for labelling, e.g. public areas. In these situations, other methods of identification can be used, for example using a unique colour of paint or affixing “Permit to Work” labels.

5.4 Further Investigation

Where areas or items were not accessible to the surveyor at the time of the survey, either because of locked rooms or because to gain access would have compromised the safety of the surveyor or caused excessive damage to the fabric or décor of the building, further investigation is required. In these circumstances, it has to be presumed that ACMs may be present in these areas until shown otherwise.

5.5 Asbestos Management Policy

An asbestos management policy should be instigated to comply with the legal responsibilities for the management of asbestos. This should include regular inspection of any ACMs, e.g. on a 6 monthly or annual basis, as appropriate.

A record of these inspections must be maintained. The date of the following inspection is dependent on the findings of each inspection and should be reviewed in light of any damage or deterioration accordingly.

The management should also ensure that maintenance work is only carried out following consideration of the potential to disturb asbestos materials which may not have been identified by this Management Survey and the necessary measures to control exposure.

5.6 HSE Publications

Further advice on working with and managing ACMs can be taken from the following publications issued by the HSE:

Health and Safety at Work etc Act 1974	ISBN 0 10 543774 3
L143 (Second edition) Managing and working with asbestos Control of Asbestos Regulations 2012, Approved Code of Practice and guidance	ISBN 978 0 7176 6618 8
The following guidance is relevant to work with asbestos materials	
HSG53 The selection, use and maintenance of respiratory protective equipment 1998	ISBN 0 7176 1537 5
HSG210 Asbestos essentials task manual	ISBN 0 7176 1887 0
HSG213 Introduction to asbestos essentials	ISBN 0 7176 1901 X
HSG227 A comprehensive guide to managing asbestos in premises	ISBN 0 7176 2381 5
HSG247 Asbestos: The licensed contractors guide 2006.	ISBN 0 7176 2874 4

REFERENCES

1. Institute of Occupational Medicine; Instruction Manual No. 5, “Surveying and Sampling of Asbestos in Buildings”

2. Health & Safety Executive (HSE), (2005); HSG 248, “Asbestos: The analysts’ guide for sampling, analysis and clearance procedures”.

3. Health & Safety Executive (HSE), (2012); HSG 264, Asbestos: The survey guide.

4. Institute of Occupational Medicine; Instruction Manual No. 4, “Asbestos Identification by Polarised Light Microscopy”.

APPENDIX 1

SURVEY METHODOLOGY

UKAS ACCREDITATION

The survey, sample collection and sample analysis are carried out under the IOM Services UKAS accreditation (ISO 17020 and ISO 17025).

SURVEY AND SAMPLING

The survey and sampling is carried out in accordance IOM Consulting documented in-house procedures (Reference 1) based on Health & Safety Executive (HSE) Guidance Notes; HSG 248, "Asbestos: The analysts' guide for sampling, analysis and clearance procedures" (Reference 2) and HSG264, Asbestos: The survey guide (Reference 3).

ANALYSIS

Samples are analysed by IOM Consulting using methods based upon the Health & Safety Executive Guidance Note HSG 248, "Asbestos: The analysts' guide for sampling, analysis and clearance procedures" (Reference 2) and the IOM Consulting documented in-house procedures (Reference 4).

MATERIAL ASSESSMENT

An assessment was made of the potential for each identified ACM to release asbestos fibres. This Material Assessment is based upon assigning scores according to the Product Type, Asbestos Type, Amount of Damage and Surface Treatment. The scores for each category are added together to give an overall Material Assessment score.

The Material Assessment score relates to the conditions at the time of the survey. The overall rating can therefore change, e.g. if ACM's are damaged or sealant degrades.

Material Assessment scores range from 2 to 12; non-asbestos materials are not scored. The scores are defined as follows:

Sample variable	Score	Examples of scores (see notes for more detail)
Product type (or debris from product)	1	Asbestos-reinforced composites (plastics, resins, mastics, roofing felts, vinyl floor tiles, semi-rigid paints or decorative finishes, asbestos cement etc.)
	2	AIB, millboards, other low-density insulation boards, asbestos textiles, gaskets, ropes and woven textiles, asbestos paper and felt.
	3	Thermal insulation (e.g. pipe and boiler lagging), sprayed asbestos, loose asbestos, asbestos mattresses and packing.
Extent of damage/deterioration	0	Good condition: no visible damage.
	1	Low damage: a few scratches or surface marks, broken edges on boards, tiles etc.
	2	Medium damage: significant breakage of materials or several small areas where material has been damaged revealing loose asbestos fibres.
	3	High damage or delamination of materials, sprays and thermal insulation. Visible asbestos debris.
Surface treatment	0	Composite materials containing asbestos: reinforced plastics, resins, vinyl tiles.
	1	Enclosed sprays and lagging, AIB (with exposed face painted or encapsulated) asbestos cement sheets etc.
	2	Unsealed AIB, or encapsulated lagging and sprays.
	3	Unsealed lagging and sprays.
Asbestos type	1	Chrysotile.
	2	Amphibole asbestos excluding crocidolite.
	3	Crocidolite.
Total		

Score	Potential to release asbestos fibres
10 or more	High
7-9	Medium
5-6	Low
4 or less	Very low

Recommended Action: Based on the material assessment score and surveyor findings, a starting point for appropriate action is recommended. Where any form of remediation is recommended i.e. repair/seal, then this is the most appropriate short term action, which may require follow up works (e.g. after repair of an ACM then labelling/inspection and management will then be required).

Inspect and Manage
Protect/Enclose
Remove
Repair
Seal/Encapsulate

Recommended Action Period: A preliminary guide by the surveyor based on material assessment and experience. This is designed to highlight any ACMs which are considered to be in position/condition to require immediate attention.

Urgent
Routine (typically annually)

PRIORITY ASSESSMENT

The material assessment as described in the previous paragraph identifies the likelihood of fibre release from a material. The priority assessment identifies the likelihood of the material being disturbed. Materials with a high material assessment score will not necessarily be given priority for remedial action. This is based on a priority assessment consisting of a number of factors including: location and extent of material, use and occupancy of, and activities carried out within, the area where the material is present and the likelihood/frequency of maintenance activities within this area.

Extract from HSG264, Asbestos: The survey guide (Reference 3):

129 The priority assessment can only be carried out with the detailed knowledge of all these factors. The surveyor can help in this process, by obtaining information which will contribute to the priority assessment, particularly in small or simple premises where information on occupancy and use is straightforward. However, such help must be undertaken with caution. It is the dutyholder, under CAR 2012, who is required to make the risk assessment using their detailed knowledge of the activities carried out in the premises.

Where IOM Consulting have collected Priority Assessment scores as part of this report, they should be treated as provisional given the survey team's limited knowledge of the use and occupancy of the premises surveyed. The client or duty holder should review these provisional scores and advise on any changes required.

Details on how to complete the Priority risk assessment can be found in HSG227 Managing Asbestos in Premises.

COMBINED PRIORITY RISK ASSESSMENT

The Combined Priority Risk Assessment includes the Material Assessment scores and Priority Assessment scores as described above and is used to prioritise remedial action on ACM's.

The risk assessment should be carried out by the dutyholder, using the information given in the survey report along with their detailed knowledge of the activities carried out within their premises. The risk assessment will form the basis of the management plan.

REGISTER/PHOTO DESCRIPTIONS

Sample Code: The unique number of any sample collected, or reason why a sample was not collected, is recorded as follows:

Code	Description
NAG	No Access Gained
S001	Sample
X001	Cross referenced to a sample
SP (Strongly Presumed)	Asbestos strongly presumed by visual inspection
P (Presumed)	Asbestos presumed as surveyor unable to investigate further due to potential damage (to fabric or décor of building) or due to health and safety restrictions

APPENDIX 2

ASBESTOS REGISTER

ASBESTOS REGISTER

RIVERS HOUSE - INCIDENT ROOM L03329

No items found.

APPENDIX 3

NON-ASBESTOS REGISTER

NON-ASBESTOS REGISTER

RIVERS HOUSE - INCIDENT ROOM L03329

Date of Inspection	Floor	Room Number	Room Function	Sample Code	Item	Material	Accessibility	Extent	Condition Code	Material Score	Analysis Result	Recommended Action	Action Period	Remarks
21/10/2015	G	001	Incident room									No Action Required		Modern suspended ceiling, corrugated metal soffit. Modern fire breaks within ceiling void. Plasterboard above windows. Plasterboard partition walls. Plywood raised floor area with modern plastic nosing. Carpet floor tiles to concrete.
21/10/2015	G	002	Radio booth									No Action Required		Modern suspended ceiling, corrugated metal soffit. Modern fire breaks within ceiling void. Plasterboard partition walls. Carpet floor tiles to concrete.
21/10/2015	G	003	Fire exit corridor									No Action Required		Modern suspended ceiling, corrugated metal soffit above. Modern fire breaks within ceiling void. Plasterboard partition walls, plastic skirting. Carpet to concrete. Modern fire door with metal surround. UPVC external door.
21/10/2015	01	001	Kitchenette	S001	Sink pad	Bituminous	Occasional	1 No.	Low		No asbestos detected	No Action Required		Modern sheet vinyl flooring to chipboard. Plasterboard and plaster finished block walls. Plastic skirting, metal door frame. Modern electrics and water heater. Modern suspended ceiling with machine made mineral fibre (MMMF) blanket on top. Plasterboard primary ceiling not accessed above.
21/10/2015	Ext	001	Exterior of fire exit corridor									No Action Required		Exterior door and immediate area outside G\003 inspected only. Modern mastic seal, plastic DPC and steel lintel.

APPENDIX 4

SURVEY PHOTOGRAPHS

Floor:	01	**Location description:**	Kitchenette
Room/Area:	001	**Sample Number:**	001
Material:	Bituminous	**Item:**	Sink pad
Measured Extent:	1 No.		
Damage/Condition:	Low	**Asbestos Type:**	No asbestos detected
Notes:	Modern sheet vinyl flooring to chipboard. Plasterboard and plaster finished block walls. Plastic skirting, metal door frame. Modern electrics and water heater. Modern suspended ceiling with machine made mineral fibre (MMMF) blanket on top. Plasterboard primary ceiling not accessed above.		

OVERVIEW

CLOSE-UP

Recommendations:	No Action Required

Material Assessment Scores

Product:	1	**Condition/ damage:**	1	**Surface treatment :**	0	**Asbestos Type:**	0

Priority Assessment

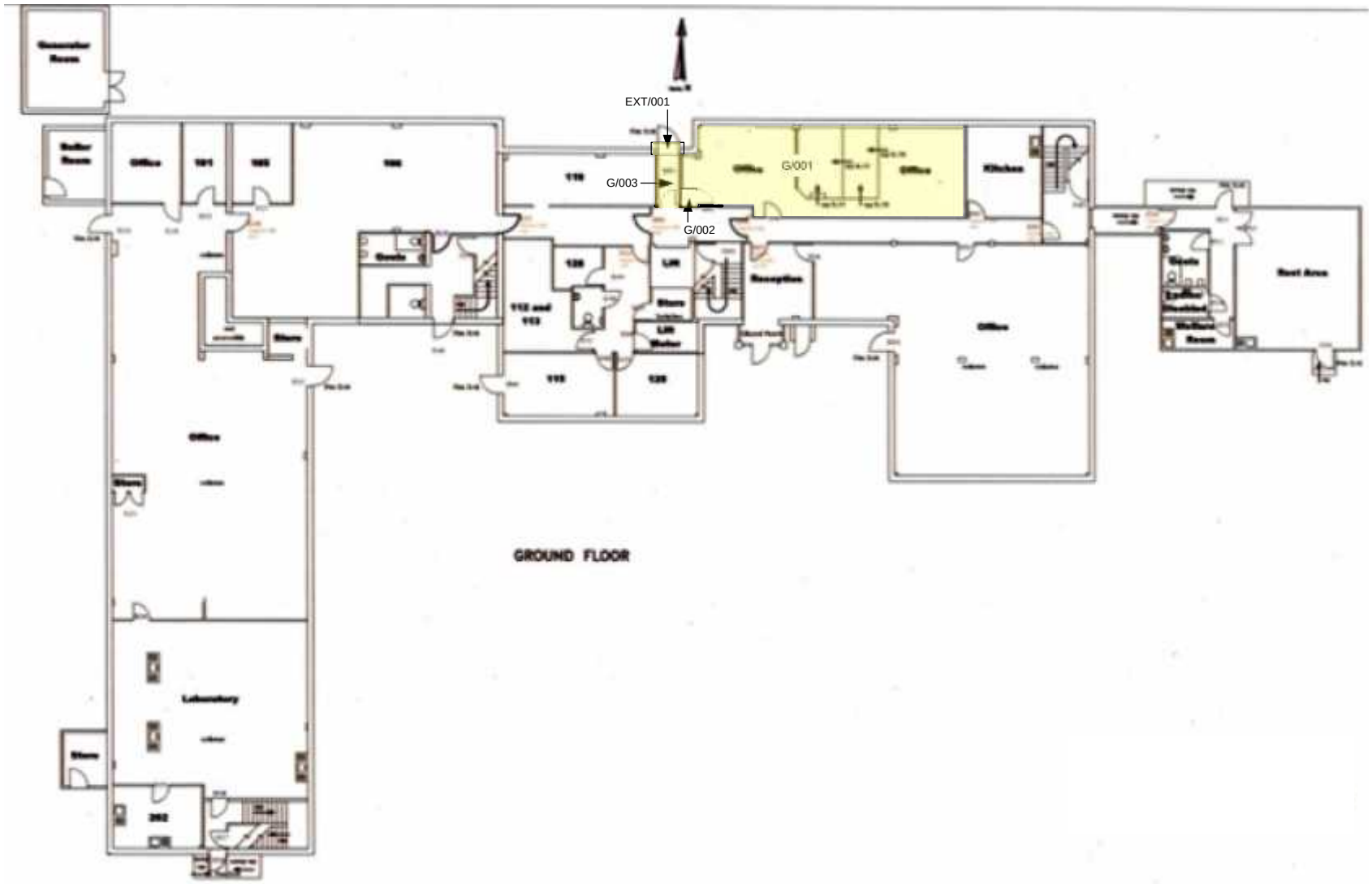
Normal occupant Activity:	0		
Location:	0		
Accessibility:	0		
Extent / amount:	0		
Number of occupants:	0	**Frequency of use of area:**	0
Average time area is in use:	0	**Type of maintenance activity:**	0
Frequency of maintenance activity:	0		

Scores

Material Assessment Score:		**Priority Assessment Score:**		**Total Risk Score:**	

APPENDIX 5

PLANS OF THE PREMISES



= Areas surveyed

Symbol	Explanation
S001	Asbestos containing sample
X001	Cross referenced to an asbestos containing sample
S001	No asbestos detected
X001	Cross reference to a none asbestos containing sample
SP	Material strongly presumed to contain asbestos
NAG	No access gained – further investigation recommended
P	Presumed to contain asbestos – further investigation recommended
G/001	IOM generated room number

Project number: 607 – 03329

Job title

Asbestos Refurbishment Survey to Specified Areas Only

Not for measurement purposes

Site address
Rivers House
Sunrise Business Park
Higher Shaftesbury Road
Blandford Forum
DT11 8ST

Drawing Title

Rivers House – Ground Floor

Survey Date	Revision Date
21/10/15	

Client

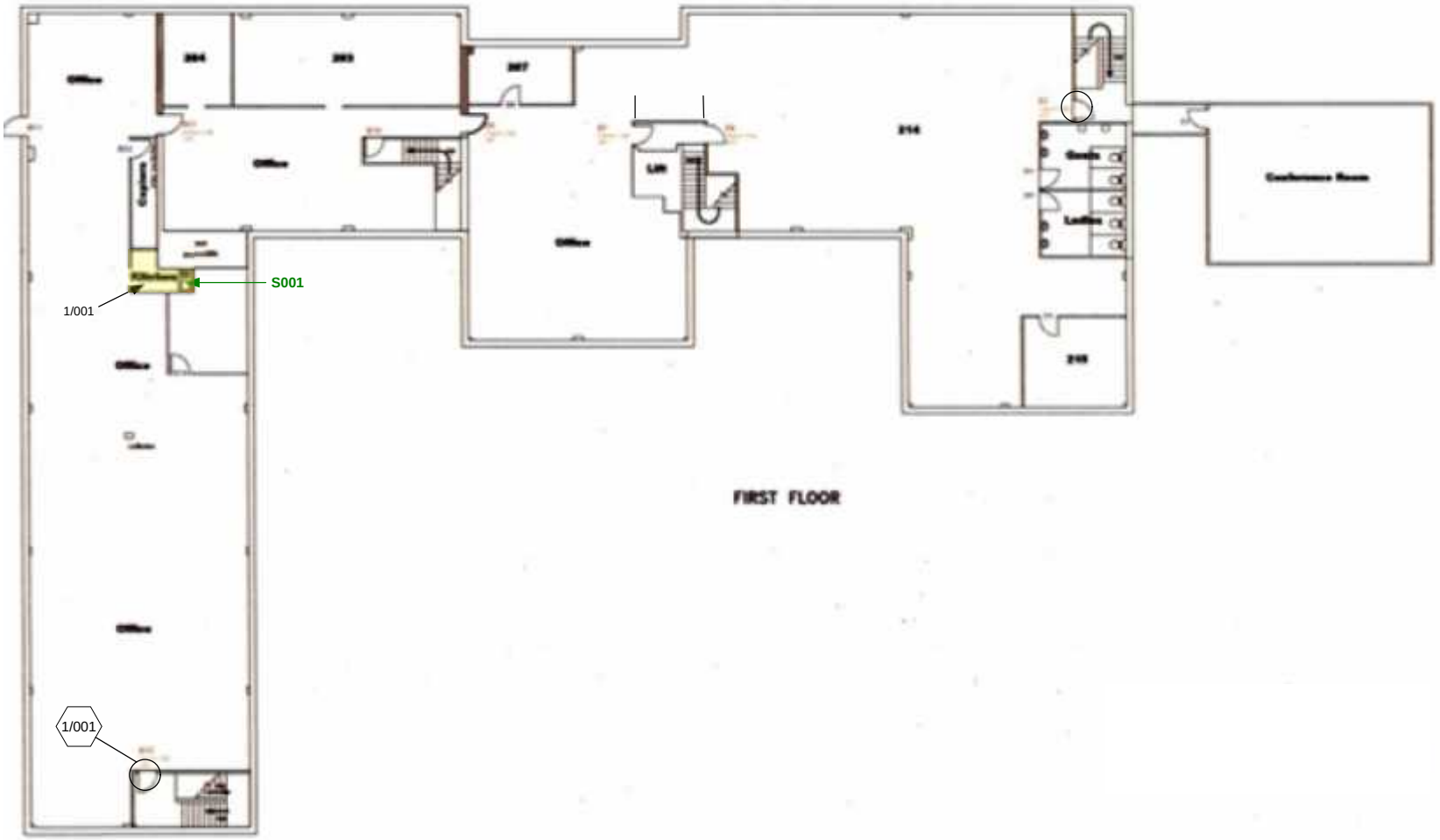
Environment Agency

Dwg No.	UPRN No
1/2	03329
Date	Annotated
03/12/15	NC

Scale(s): N.T.S

IOM Consulting Ltd
Suite D, Quay West
Salamander Quay
Park Lane
Harefield
Uxbridge
UB9 6NZ

Tel: 0203 668 0000
Fax: 0203 668 0018



= Areas surveyed

Symbol	Explanation
S001	Asbestos containing sample
X001	Cross referenced to an asbestos containing sample
S001	No asbestos detected
X001	Cross reference to a none asbestos containing sample
SP	Material strongly presumed to contain asbestos
NAG	No access gained – further investigation recommended
P	Presumed to contain asbestos – further investigation recommended
G/001	IOM generated room number

Project number: 607 – 03329

Job title

Asbestos Refurbishment Survey to Specified Areas Only

Not for measurement purposes

Site address
Rivers House
Sunrise Business Park
Higher Shaftesbury Road
Blandford Forum
DT11 8ST

Drawing Title

Rivers House – First Floor

Survey Date	Revision Date
21/10/15	

Client

Environment Agency

Dwg No.	UPRN No
2/2	03329
Date	Annotated
03/12/15	NC

Scale(s): N.T.S

IOM Consulting Ltd
Suite D, Quay West
Salamander Quay
Park Lane
Harefield
Uxbridge
UB9 6NZ

Tel: 0203 668 0000
Fax: 0203 668 0018

APPENDIX 6

BULK ASBESTOS
CERTIFICATES OF ANALYSIS

WORKING FOR A HEALTHIER FUTURE

CERTIFICATE OF ANALYSIS
FIBRE IDENTIFICATION IN BULK MATERIAL

Client Details:	Environment Agency	**Lab Contract No:**	610-45862
Requested By:	Craig Mair – IOM Consulting Ltd	**Survey Contract No:**	607-03329
Site:	Rivers House, Blandford Forum and Garage	**Date Received:**	26/10/2015
No of Samples:	Five	**Date of Analysis:**	28/10/2015

The samples detailed below have been analysed qualitatively for asbestos by polarised light and dispersion staining as described by the Health and Safety Executive in HSG 248. The results are given below:

Lab Sample No.	Client's Sample No.	Sample Details	Asbestos Type(s) Present
62465	001	01 001-KITCHENETTE - SINK PAD	NONE DETECTED
62466	002	GARAGE - GARAGE ROOF SHEET	NONE DETECTED
62467	003	WORKSHOP - LOOSE PANEL	NONE DETECTED
62468	004	WORKSHOP - WORK BENCH CANOPY	NONE DETECTED
62469	005	RIVERS HOUSE ENTRANCE CANOPY - UNDERCLOAKING	CHRYSOTILE

IOM Consulting Ltd accepts responsibility only for results obtained from samples as received. No responsibility is accepted for errors, which may have arisen during sampling or transportation of samples by external clients.

Authorised by:

D Third
Scientific Technician

Date of Issue:

29/10/2015

www.iom-world.org

Registered Address: Research Avenue North, Riccarton, Edinburgh, EH14 4AP, United Kingdom
Tel: 0131 449 8000 Fax: 0131 449 8084 Email: iom@iom-world.org