



Refurbishment Survey For



13 Station Road, Southwold, Suffolk, IP18 6AX

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1.0 Executive summary:



The tables within this section are a brief summary of the survey results only & it is strongly recommended that all parties familiarise themselves with the full content of the survey findings including recommended actions & surveyors comments prior to acting on its content. Full details of the findings are listed in the Survey Data Sheets in Appendix 2. For a quick reference to determine if any asbestos containing materials (ACMs) are present within a particular area, turn to APPENDIX 5, Plans at the back of the report where the sample reference points & any highlighted areas of ACMs can be utilised & cross referenced with the survey results.

Any asbestos containing materials that have been identified during the Pre Refurbishment Survey inspection will be categorized below in order according to the initial Material Risk Assessment made by Asbestos Survey Solutions Ltd.

HIGH RISK MATERIALS - SCORES 10+

Any identified asbestos containing materials (ACMs) that are considered high risk will be listed in the table below. Any ACMs that may be disturbed by the proposed work should be removed in accordance with: ACOP L143: *Managing & working with asbestos*. ACMs that are in good condition & will not be disturbed by the work should be managed in situ. See SECTION 9, Recommendations.

Item No	Building	Floor	Room	Sample No (S,SP,P,As)	Item	Material	Risk assessment Score	Recommendations
There were no results found.								

MEDIUM RISK MATERIALS - SCORES 7-9

Any identified asbestos containing materials (ACMs) that are considered medium risk will be listed in the table below. Any ACMs that may be disturbed by the proposed work should be removed in accordance with: ACOP L143: *Managing & working with asbestos*. ACMs that are in good condition & will not be disturbed by the work should be managed in situ. See SECTION 9, Recommendations.

Item No	Building	Floor	Room	Sample No (S,SP,P,As)	Item	Material	Risk assessment Score	Recommendations
There were no results found.								

1.0 Executive summary:



LOW RISK MATERIALS - SCORES 1-6

Any identified asbestos containing materials (ACMs) that are considered low or very low risk will be listed in the table below. Any ACMs that may be disturbed by the proposed work should be removed in accordance with: ACOP L143: *Managing & working with asbestos*. ACMs that are in good condition & will not be disturbed by the work should be managed in situ. See SECTION 9, Recommendations.

Item No	Building	Floor	Room	Sample No (S,SP,P,As)	Item	Material	Risk assessment Score	Recommendations
7	Main Building	Ground Floor	G5 Kitchen	SA001668 (S)	Bituminous Sink Pad, .	Reinforced Composite	VERY LOW (3)	A-Remove utilising trained & competent personnel

Survey Scope

The purpose of the site visit was to undertake a pre-refurbishment asbestos survey of the building in order to have the relevant information available regarding asbestos to facilitate the proposed planned works. In brief the planned works will involve the installation & replacement of existing drywall linings, removal of a chimney breast & some internal alterations. Details of the proposed works can be found within the architectural drawings.

1.0 Executive summary:



PRESUMED ASBESTOS/NO ACCESS AREAS

In accordance with HSG 264: *Asbestos, the survey guide*, survey protocols decree that any areas (or items) where full access could not be obtained must by default be 'presumed' to contain asbestos until proven otherwise. Any specific rooms or areas where access could not be obtained will be listed in the table below along with any older plant & electrical items or building components that the surveyor is familiar with that are known to contain, (or possibly) contain asbestos parts & components:

Item Number	Building	Floor	Sample No (S,SP,P,As)	Room/Area	Recommendation
4	Main Building	Ground Floor	Visual (P)	G1 Lounge, Gas Fire - Not Dismantled	D-Presume Asbestos Present

Survey Limitations & Conditions

The survey was undertaken in a methodical manner utilising standard survey ladders & every effort made to establish the presence of asbestos containing materials within the agreed survey scope as far as reasonably practicable. Due to the inherent limitations of undertaking asbestos surveys, it is not possible to categorically state that all ACMs have been identified. Due to inherent survey restrictions, the following limitations & no access areas were encountered & in accordance with survey protocols must be presumed to contain asbestos until proven otherwise:

- ▮ No access was obtained within chimney voids, fireplaces or bricked in voids & cavities
- ▮ The survey has not taken account of any 'concealed' asbestos containing bituminous damp courses (if present)
- ▮ Inspections beneath glassfibre insulation within the loft was inherently localised & limited

Inspection limitations

It should be noted that visual inspection of surface materials, behind surface materials (example; plasterboard) and inspection within voids (where possible) was by nature "localised & limited" and all similar areas and adjacent surface materials deemed to be of the same composition. Full inspection would have required the individual inspection of every square foot, and every linear meter of surface materials within the premises and the complete removal & dismantling of all walls, floors and ceilings to inspect within the void areas which was clearly not practical.

It is now recognised that even with "complete" access demolition surveys, all ACMs may not be identified and this may only become apparent during full demolition itself. It is strongly recommended that demolition / soft strip works is undertaken by asbestos awareness trained personnel and due diligence is maintained whilst dismantling any plant items or areas of the building(s) where access was not obtained. Furthermore, operatives should adorn appropriate PPE & RPE as deemed necessary and any suspect materials that are uncovered during the demolition / strip out phase should be left undisturbed until thoroughly investigated.

Prior to any "work with" suspected asbestos containing materials, an assessment must be undertaken to firstly establish the type of asbestos in order to determine the correct removal procedures and any subsequent removal works must be undertaken in accordance with L143 – *Managing & working with asbestos*.

Due to the inherent limitations as detailed above, Asbestos Survey Solutions Ltd cannot be held responsible for any unidentified asbestos containing materials within areas of the building that have not been fully opened up for inspection whilst undertaking the survey investigation.



Building Notes:

Main Building

The building is a two storey end terrace house comprising of brickwork elevations and pitched clay tiled roofs. The age of the building has not been established.

2.0 Contract Review:



Name and address of site:	13 Station Road, Southwold, Suffolk		
Name and address of client:	North & Hawkins (Norwich), 2 Redwell St, Norwich, Norfolk		
Client contact:	Tom North		
Type of survey:	Refurbishment Survey (with MA only)		
Date of survey:	9 Mar 2020		
Report Revision Number:	1		
TEAMS internal job number:	J000259		
Lead surveyor[s]:	Shaun Applegate	Signature:	
Technically reviewed by:	Shaun Applegate	Signature:	
Report issue date:	12 Mar 2020		

3.0 Introduction/Objectives:



Asbestos Survey Solutions Ltd received an order of confirmation to undertake a Refurbishment Survey from North & Hawkins (Norwich). This order has been accepted on the basis of the original quotation and our terms and conditions of business.

The order relates to a Refurbishment survey of:

13 Station Road
Southwold
Suffolk
IP18 6AX

The survey was carried out by Shaun Applegate.

The Type of survey selected / requested by the client was a refurbishment survey.

The reason for selecting this survey is to enable the client to identify asbestos in this premises so that it can be removed prior to major refurbishment

This survey was carried out in accordance with documented in house procedures, which are based on the HSE Guidance document HSG 264.

The purpose of the survey is to help the duty holder identify asbestos in their premises prior to refurbishment. The survey provides sufficient information to assist with the tendering process for the removal of identified asbestos containing materials prior to the commencement of work. It is however strongly recommended that any asbestos removal be undertaken against a detailed specification. We further recommend that the appointed removal contractor should attend the site to confirm for themselves the quantities & locations of asbestos to be removed prior to costing.

The aim of the survey was to;

1. Locate and record the location, extent, and product type as far as reasonably practicable of known or presumed ACM's.
2. Inspect and record information on the accessibility, condition and surface treatment of know or presumed ACM's
3. Determine and record the asbestos type based on sampling or by making a presumption based on product type and appearance
4. Locate all ACM's within the fabric of the building prior to refurbishment.

3.0 Introduction/Objectives(Cont):

- Type of Survey



Type of Survey – Refurbishment Survey

The purpose of a major refurbishment survey is to identify ACM's to be removed prior to any major refurbishment work being carried out. This type of survey is used to locate and describe as far as is reasonably practicable all ACM's in the whole building if major refurbishment is planned.

Major refurbishment surveys are intended to locate all asbestos within the building. It is a disruptive, fully intrusive survey that involves destructive inspection techniques that penetrate the building structure extensively. This involves breaking into floors, through walls, into wall voids ceilings, cladding, boxing, as necessary to gain access to all areas, including the inner fabric of the building. A full sampling programme is undertaken to identify possible ACM's and estimate their quantities.

The survey is designed to be used to help the tendering process, and should be used to start generating a specification for tendering the removal of ACM's from the building prior to major refurbishment.

Whilst all asbestos materials have been identified as far as is reasonably practicable, some asbestos materials may remain unidentified buried within the fabric of the building during the survey. Asbestos shuttering buried within concrete slabs, asbestos hidden by structural supports, asbestos hidden behind other asbestos products, and building structures which are unsafe to fully access are potential locations.

It must be presumed that asbestos may remain unidentified to these type of areas and if suspect materials are uncovered during major refurbishment then samples should be taken for analysis.

4.0 Desk Top Review and Survey Planning:



Information regarding the building was provided prior to the site attendance & in accordance with HSG 264 a subsequent survey plan & risk assessment was undertaken prior to the commencement of the on-site survey inspection. The survey involved inspection of the building both internally & externally

A decontamination unit was not needed onsite during the survey.

Utilities and services were disconnected prior to the survey

Access equipment for working at heights was not required.

The survey did not involve confined space working.

The client did not inform Asbestos Survey Solutions Ltd of any chemical/biological hazards.

5.0 Survey Method



5.1 This survey has been undertaken in accordance with HSG 264 and Asbestos Survey Solutions Ltd in house procedures.

5.2 Clients of Asbestos Survey Solutions Ltd are deemed to have agreed, and accepted, our terms & conditions, surveying approach, sampling strategy, and our standard planning, surveying and reporting format unless they have made specific requests to the contrary.

5.3 The information provided by the client or their representative has been used to define the scope of the survey.

5.4 Photographs of suspected ACM's will be taken at the time of the survey unless the client expressly requests otherwise. Sampling points and suspected ACM's will not be identified with labels unless the client expressly requests otherwise.

5.5 All fibrous materials and item will be included in the survey unless, in the surveyors professional opinion, these items can be excluded (eg. Wood, wallpaper, man-made mineral fibre). Samples of all thermoplastic floor coverings will be taken unless, in the surveyors professional opinion, such items can be excluded. All textured coatings and novel bituminous will be sampled.

5.6 Any areas within the survey scope that could not be accessed were presumed to have ACM's present until proven otherwise. Each area requiring further inspection is documented within the Executive Summary (Inaccessible areas).

5.7 Materials that could not be accessed and in the surveyors opinion can be dismissed will be presumed to be ACM unless proven otherwise. Materials that are not sampled but, in the surveyors opinion, have a similar appearance, location and function as a previously sampled material will be strongly presumed to be similar to the sampled material.

5.8 The quantity of samples taken may have been minimised by using 'strongly presumed' as defined above. Materials that are 'strongly presumed' to be similar to a material that has already been sampled will be recorded in the comments section of the survey and referenced against the original sampled material.

5.9 Non fibrous materials and item known not to contain asbestos (eg Breeze block, plaster, plasterboard plastics and non textured paints) will be excluded from the survey unless the surveyor suspects that these materials have been contaminated with asbestos from other sources or specifically requested by the client.

5.10 Older electrical equipment, which cannot be shown to contain ACM's, has been presumed to have ACM's present unless, in the surveyors professional opinion, such items can be excluded.

6.0 Exclusions and Caveats:



6.1 For safety reasons it is not possible to inspect internal areas of plant and machinery.

During the course of the survey it may not have been possible to access all areas of the site. Details of areas requiring further access are identified within the Data Sheets of this report. In accordance with HSG 264, asbestos is presumed to be present within these areas and should be treated accordingly until further inspection and analysis of building fabric and services proves otherwise.

It is recommended that further intrusive inspection and sampling be carried out where site refurbishment, maintenance, or similar may disturb Asbestos Containing Materials that have remained inaccessible during this survey, this should be a refurbishment/demolition survey as described in HSG 264.

Residual asbestos material may be present beneath re-lagged services and cannot be detected unless the re-lagging is systematically removed. Caution should therefore be taken when working on such materials for the potential presence of asbestos residue.

Inspection of roof voids will be localised & limited to observations from access hatches if no safe walkways are present above fragile ceilings & joists

We have not reported on concealed spaces which may exist within the fabric of the building where the extent and presence of these is not evident due to inaccessibility or insufficient knowledge of the structure at the time of the survey.

No responsibility is accepted for the presence of asbestos in voids (underfloor, floor, wall or ceiling) other than those opened up during the investigation.

Samples have not been taken where the act of sampling would endanger the surveyor or affect the functional integrity of the item concerned. For example; fuses within electrical boxes, gaskets, fire doors, ropes associated with heating, glazing or power plant etc.

Bulk samples have been taken from all materials which upon visual inspection appeared likely to contain asbestos with the exception of items of bitumen, plastic, resin or rubber which contain asbestos, the thermal and acoustic properties of which are incidental to their main purpose.

Materials have been referred to as Asbestos Insulating Board or Asbestos cement based upon their asbestos content and visual appearance alone. Density checks on materials have not been carried out unless stated otherwise.

Plant & Electrical Items

Plant and electrical items have been subjected to external visual inspections only and have not been dismantled for inspection unless specified otherwise. Due to the known historic use of asbestos materials within certain older plant and electrical items, where the surveyor has encountered these items they will be included within the Data Sheets & Survey Drawings.

It may be possible that heating engineers / gas engineers / electricians or persons familiar with individual and specific plant and electrical items may be aware of, or have access to information that can confirm that certain plant items and electrical units listed within the report **do not** contain asbestos. The report and subsequent findings has been compiled utilizing known and current data available at the time the survey was undertaken and no allowance has been made for subsequent amendments thereafter.

Plant Items, Storage Heaters, Electric Motors, Boilers etc

It is known that asbestos was used within certain older types of storage heaters, boilers, and other older items of plant & machinery. These older plant items may contain small parts and components or asbestos containing materials that cannot be identified without dismantling each unit entirely. Possible ACMs include: thermal insulation, insulation board, rope gaskets, washers, asbestos coated electrical wiring, drive belts, clutch & brake facings, gaiters etc.

Electrical Boxes / Fuse / Distribution Boards

It is known that asbestos was used within old style fuse boards and electrical distribution boards, i.e. fuse-board flash-guards and arc shields, asbestos rope door seals may also be present. Subsequently; due to safety considerations, where isolation of services cannot be definitively verified older electrical units should be “presumed” to contain asbestos until proven otherwise.

Managing ‘Presumed’ Plant & Electrical Items

In order to ‘manage’ any presumed plant and electrical items it is recommended that a system is adopted to ensure anyone likely to open up or undertake work on any ‘presumed’ plant and electrical items are informed of the possible presence of asbestos prior to works in order for them to take appropriate actions and precautions (‘contractor signing in sheets’ attached). Should any persons familiar with or have access to information confirming no asbestos to be present the Asbestos Register should be updated accordingly and any supporting documentation kept within the asbestos file.

Removal of ‘Presumed’ Plant Items

Older ‘presumed’ plant items that can be removed complete and intact should be removed in accordance with the approved codes of practice (ACOP L143) utilising suitably trained & competent personnel. Should any large plant items that have not been opened up for inspection need to be dismantled in order to facilitate removal, it is strongly recommended that it is undertaken by a specialist licenced contractor under semi controlled conditions.

7.0 Sampling and Analysis:



7.1 The object of bulk sampling is to identify the nature and extent of any visible ACM.

7.2 Bulk sampling is undertaken inline with the recognised safe procedures in order to cause minimal possible nuisance and potential risk to health of the building occupants and visitors. Bulk samples are taken in accordance with documented in house procedures, following guidelines detailed in HSG264 'The Survey Guide' and HSG248 'The Analyst Guide'. The quantity of samples taken will be minimised by using 'strongly presumed'. Materials that are 'strongly presumed' to be similar to a material that has already been sampled will be recorded in the comments section of the survey record and referenced against the original sampled material.

7.3 Bulk samples are returned to the appointed bulk analysis laboratory with the appropriate sample / report reference number. Where appropriate; a label will be left on site adjacent to the sample location.

7.4 The label will indicate the sample number and the date taken. This label can be used along with the report for cross reference purposes.

7.5 Bulk sample analysis is carried out in accordance with HSE document HSG 248 'The Analysts Guide' and Asbestos Survey Solutions Ltd documented in-house methods. Samples are examined under a low magnification stereomicroscope and the fibres teased apart. The fibres are then mounted in liquids of known refractive indices and examined under high magnification using polarised light and dispersion staining in accordance with HSG 248 'The Analysts Guide'.

7.6 The bulk sample description and analysis results can be found in Appendix 4 of this report – The analysis certificate.

Key to Analysis Results:

Chrysotile - White Asbestos

Amosite - Brown Asbestos

Crocidolite - Blue Asbestos

Tremolite - Rare Asbestos

Actinolite - Rare Asbestos

Anthophyllite - Rare Asbestos

8.0 Survey Results - Interpretation:



Survey Results

8.1 The results of the survey inspections and sampling undertaken are recorded on the enclosed Survey Data Sheets (appendix 2), Asbestos Register (appendix 1) and Non-Asbestos Material Register (appendix 3). Where asbestos containing material have been identified or presumed to be present then a Material Assessment Algorithm has been calculated as detailed in HSG 264 and reproduced in the table below:

8.2 Within the survey data sheets the individual scores in brackets, for each sample variable, are added together to form the final material risk assessment algorithm score.

8.0 Survey Results - Interpretation (cont):



Material Risk Assessment Algorithm

Product type [or debris from product]

Score	Examples of scores
1	Asbestos reinforced composites [plastics, resins, mastics, roofing felts, vinyl floor tiles, semi- rigid paint, decorative finishes and asbestos cement etc]
2	Asbestos insulating board, mill boards, other low-density boards, textiles, gaskets, ropes and woven materials and asbestos paper.
3	Thermal insulation [e.g. pipe and boiler lagging], sprayed asbestos, loose asbestos, asbestos mattresses and packing.

Extent of damage/deterioration

Score	Examples of scores
0	Good condition: no visible damage
1	Low damage: a few scratches or surface marks, broken edges on boards or tiles, etc.
2	Moderate damage: significant breakage of materials or several small areas where material has been damaged exposing fibrous edges.
3	High damage or deterioration of materials, sprays and thermal insulation. Visible asbestos contamination by debris or residues.

Surface treatment

Score	Examples of scores
0	Composite materials containing asbestos, reinforced plastics, resins, vinyl tiles
1	Enclosed sprays or insulation, AIB [with exposed face encapsulated], cement sheets, etc.
2	Unsealed AIB, encapsulated insulation and sprays.
3	Unsealed insulation and sprays.

Asbestos Type

Score	Examples of scores
1	Chrysotile
2	Amphibole asbestos (excluding Crocidolite)
3	Crocidolite

Material Risk Assessment Score

Risk Category	Risk	Score Range	Fibre release potential
A	HIGH	10 and above	High risk with a high potential to release fibres if disturbed
B	MEDIUM	Between 7 and 9	Medium risk with a medium potential to release fibres if disturbed
C	LOW	Between 5 and 6	Low risk with and having low potential to release fibres if disturbed
D	VERY LOW	4 and below	Very low risk with and having very low potential to release fibres if disturbed

9.0 Recommendations:



9.1 To comply with and ensure that the requirements of section 2 & 3 of the Health and Safety at Work Act (as amended) 1974, the Management of Health and Safety at Work Regulations 1999, the Control of Asbestos Regulations 2012 and the Control of Substances Hazardous to Health 2002 are met, the following recommendations should be implemented:

9.2 Undertake suitable and sufficient Risk Assessments of identified asbestos containing materials against normal occupation and maintenance operations, in compliance with Regulations 3 of the Management of Health & Safety at Work Regulations 1999 and Regulation 6 of the Control of Asbestos Regulations 2012.

9.3 The findings of the survey be brought to the attention of those persons who are likely to come in contact with asbestos, in compliance with Section 2 and 3 of the Health and Safety at Work Act (as amended) 1974 and Regulation 10 of the Control of Asbestos Regulations 2012.

9.4 Implement an Asbestos Management Policy, Plan and review process in compliance Regulation 4 of the Control of Asbestos Regulations 2012.

9.5 Instigate regular inspections, to record and update details of retained asbestos containing materials.

9.6 Review the arrangement under the management plan in accordance with regulation 4 of the CAR 2012.

9.7 During the course of the survey it may not have been possible to access all areas of the site. Details of areas requiring further access are identified within the Executive Summary. In accordance with HSG 264, any areas where access was not obtained must be presumed to contain asbestos and treated accordingly until further inspection and analysis of building fabric and services proves otherwise

9.8 Where asbestos debris or asbestos in poor condition has been found it is recommended that access is restricted and or controlled to these areas in accordance with Regulation 11 and Regulation 16 of the Control of Asbestos Regulations 2012.

9.9 If we have identified asbestos materials in poor condition, it is recommended that air monitoring is carried out within a number of areas where asbestos materials have been identified in order to assess airborne fibre levels within adjacent occupied areas in relation to the clearance indicator, as documented by HSG 248 the Analyst Guide.

9.10 All identified asbestos to be appropriately identified and subject to risk assessment, management, and re-inspection.

9.11 Site specific recommendations in respect to the location and condition of asbestos materials identified during the course of this inspection are detailed in the Survey Data Sheets and Asbestos register. In considering the management of asbestos materials identified to date, these recommendations should be taken into consideration.

9.12 In accordance with the Control of Asbestos Regulations 2012 the removal of ACM's fall into one of the three categories below:

Licensed Asbestos Removal

Is defined as any work, which is undertaken on a friable asbestos product or which is likely to exceed the control limit of 0.1f/cm³. A licensed asbestos removal contractor must undertake this work and a 14-day notice must be given to the HSE prior to the commencement of the work.

Notifiable Non Licensed Works

If work on an ACM causes the deterioration of the matrix material in which the asbestos fibres are firmly linked, then these works are Notifiable Non Licensed Work (NNLW). Work of this type does not require an asbestos removal licence, but the company undertaking the work must have the following:

- Notification of the work to the relevant enforcing authority prior to the work commencing.
- Medical examinations to assess each worker's state of health to be carried out, before any possible – exposure to asbestos. Then re-examinations every three years.
- Insurance for working with asbestos containing materials.
- A register of work to be kept by the employer for each employee exposed to asbestos.

Non Notifiable Non Licensed work

-Non-Licensed Works Is defined as any work, which involves short, non-continuous maintenance activities, during which only nonfriable materials are removed. It can also involve the removal of non-friable materials for refurbishment purposes. However, work of this type is only applicable where the matrix material in which the asbestos fibres are firmly linked remains intact.

- If a non-licensed contractor is appointed to undertake the removal works on the above materials, the following points must be adhered to:
- All operatives undertaking work on the material must have asbestos awareness training and practical asbestos training.

9.13 It is recommended that further intrusive investigations and sampling be carried out in accordance with HSG.264, where any major refurbishment, maintenance, installation or similar activity may expose asbestos materials that have remained inaccessible during the survey. This should be as a refurbishment/demolition survey as documented in HSG264.

9.14 The findings of this report should not be solely relied upon in obtaining costs for proposed asbestos abatement work. Any proposed abatement/removal of the asbestos should be undertaken against a detailed specification.

Appendix 1 - Asbestos Register

Item Number	S,P,SP,AS Sample No	Building	Floor	Location /Room /Item	Product Type	Condition	Surface Treatment	Asbestos Type	Quantity	Accessibility	Material Score	Recommendation
4	P Visual	Main Building	Ground Floor	G1 Lounge, Gas Fire - Not Dismantled	N/A	N/A	N/A	N/A	N/A	N/A	N/A	D-Presume Asbestos Present
7	S SA001668	Main Building	Ground Floor	G5 Kitchen, Bituminous Sink Pad .	Reinforced Composite	Low Damage	Completely Sealed	Chrysotile	Small amounts	Easily disturbed	3 (VERY LOW RISK)	A-Remove utilising trained & competent personnel

KEY:

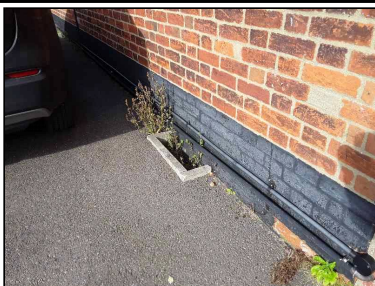
S – Sampled, P – Presumed, SP – Strongly Presumed, AS – Cross reference to former sample


Appendix 2 – Survey Data Sheets



Service Type	Refurbishment Survey		
Report Revision Number	1	Surveyors	Shaun Applegate
TEAMS Job Number	J000259	Survey Date	9 Mar 2020
Site Address:	13 Station Road Southwold Suffolk IP18 6AX	Bulk Analysis Laboratory	North & Hawkins
		Sample Analysis Date	11 Mar 2020


Survey Data Sheets

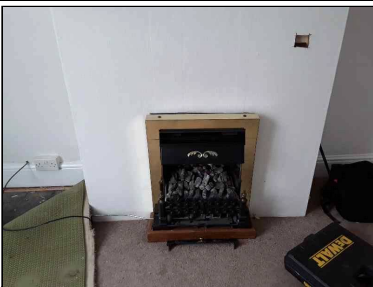
	Survey Date:		Lead Surveyor	Survey Type	Floor	Analysis
	9 Mar 2020		Shaun Applegate	Refurbishment Survey	External	No Asbestos Detected
	Building		Room	Item	Quantity	
	Main Building		Elevations .	Low Level Black Paint to Side Elevation .	NQ	
	Item Number	Sample No (S,SP,P,As)	Product Type	Surface Treatment	Condition	Accessibility
	1	SA001663 (S)	N/A	N/A	N/A	N/A
	Material Risk Score					
N/A						
Recommended action		No further action required				
Surveyor comments		Sampled as it is known that some bituminous paints contain asbestos.				

	Survey Date:		Lead Surveyor	Survey Type	Floor	Analysis
	9 Mar 2020		Shaun Applegate	Refurbishment Survey	External	No Asbestos Detected
	Building		Room	Item	Quantity	
	Main Building		Elevations .	Window Putty .	Throughout	
	Item Number	Sample No (S,SP,P,As)	Product Type	Surface Treatment	Condition	Accessibility
	2	SA001664 (S)	N/A	N/A	N/A	N/A
	Material Risk Score					
	N/A					
Recommended action	No further action required					
Surveyor comments	Presume same to all where present.					

KEY: S – Sampled, P – Presumed, SP – Strongly Presumed, AS – Cross reference to former sample


Survey Data Sheets (cont)


	Survey Date:		Lead Surveyor	Survey Type	Floor	Analysis
	9 Mar 2020		Shaun Applegate	Refurbishment Survey	Ground Floor	No Asbestos Detected
	Building		Room	Item	Quantity	
	Main Building		G1 Lounge	Imitation Coal & Back Panel to Gas Fire .	NQ	
	Item Number	Sample No (S,SP,P,As)	Product Type	Surface Treatment	Condition	Accessibility
	3	SA001665 (S)	N/A	N/A	N/A	N/A
	Material Risk Score					
N/A						
Recommended action		No further action required				
Surveyor comments		Not deemed to contain asbestos. This sample was obtained to confirm this presumption & to alleviate any concerns regarding asbestos content.				

	Survey Date:		Lead Surveyor	Survey Type	Floor	Analysis
	9 Mar 2020		Shaun Applegate	Refurbishment Survey	Ground Floor	N/A
	Building		Room	Item	Quantity	
	Main Building		G1 Lounge	Gas Fire - Not Dismantled	1	
	Item Number	Sample No (S,SP,P,As)	Product Type	Surface Treatment	Condition	Accessibility
	4	Visual (P)	N/A	N/A	N/A	N/A
	Material Risk Score					
N/A						
Recommended action		Any areas/items where inspection access was not obtained must (by default) be presumed to contain asbestos until proven otherwise				
Surveyor comments		Survey protocols dictate that any areas/items where inspection access was not obtained must (by default) be presumed to contain asbestos until definitively proven otherwise. Subsequently, any no access areas or items must be managed or (where required) removed in accordance with ACOP L143, Managing & working with asbestos. Any rooms/areas or suspect materials that could not be accessed will require inspection prior to disturbance, e.g. further sampling/analysis &/or inspection. Any plant & electrical items not dismantled for inspection will need to be managed or removed in accordance with the Regulations. See SECTION 6 for details regarding plant & electrical items & SECTION 9, Recommendations regarding managing & removing asbestos containing materials.				

KEY: S – Sampled, P – Presumed, SP – Strongly Presumed, AS – Cross reference to former sample


Survey Data Sheets (cont)


	Survey Date:		Lead Surveyor	Survey Type	Floor	Analysis
	9 Mar 2020		Shaun Applegate	Refurbishment Survey	Ground Floor	No Asbestos Detected
	Building		Room	Item	Quantity	
	Main Building		Throughout Where Present .	Original Plaster to Ceilings & Walls .	Throughout	
	Item Number	Sample No (S,SP,P,As)	Product Type	Surface Treatment	Condition	Accessibility
	5	SA001666 (S)	N/A	N/A	N/A	N/A
	Material Risk Score					
N/A						
Recommended action		No further action required				
Surveyor comments		Not deemed to contain asbestos. This sample was obtained to confirm this presumption & to alleviate any concerns regarding asbestos content. Presume same to all where present.				

	Survey Date:		Lead Surveyor	Survey Type	Floor	Analysis
	9 Mar 2020		Shaun Applegate	Refurbishment Survey	Ground Floor	No Asbestos Detected
	Building		Room	Item	Quantity	
	Main Building		G4 Dining Room	Fibreboard Wall Panelling .	Throughout	
	Item Number	Sample No (S,SP,P,As)	Product Type	Surface Treatment	Condition	Accessibility
	6	SA001667 (S)	N/A	N/A	N/A	N/A
	Material Risk Score					
N/A						
Recommended action		No further action required				
Surveyor comments		Not deemed to contain asbestos. This sample was obtained to confirm this presumption & to alleviate any concerns regarding asbestos content. Presume same to all where present.				

KEY: S – Sampled, P – Presumed, SP – Strongly Presumed, AS – Cross reference to former sample

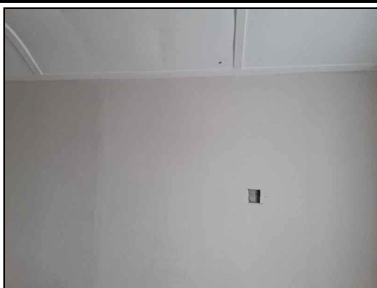
Survey Data Sheets (cont)

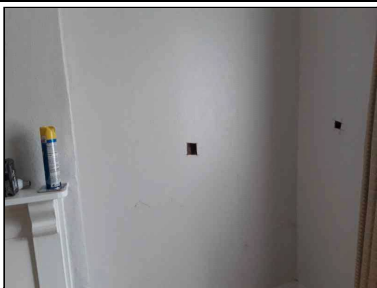
	Survey Date:		Lead Surveyor	Survey Type	Floor	Analysis
	9 Mar 2020		Shaun Applegate	Refurbishment Survey	Ground Floor	Chrysotile (1)
	Building		Room	Item	Quantity	
	Main Building		G5 Kitchen	Bituminous Sink Pad .	Small amounts	
	Item Number	Sample No (S,SP,P,As)	Product Type	Surface Treatment	Condition	Accessibility
	7	SA001668 (S)	Reinforced Composite (1)	Completely Sealed (0)	Low Damage (1)	Easily disturbed
	Material Risk Score					
3 (VERY LOW RISK)						
Recommended action		Remove in accordance with ACOP L143, Managing & working with asbestos utilising trained & competent personnel				
Surveyor comments		Mostly removed from sink with a small area remaining & larger area beneath drainer.				

	Survey Date:		Lead Surveyor	Survey Type	Floor	Analysis
	9 Mar 2020		Shaun Applegate	Refurbishment Survey	External	No Asbestos Detected
	Building		Room	Item	Quantity	
	Main Building		Elevations .	Textured Paint to Concrete Render .	NQ	
	Item Number	Sample No (S,SP,P,As)	Product Type	Surface Treatment	Condition	Accessibility
	8	SA001669 (S)	N/A	N/A	N/A	N/A
	Material Risk Score					
N/A						
Recommended action		No further action required				
Surveyor comments		Present to concrete render to rear of building.				

KEY: S – Sampled, P – Presumed, SP – Strongly Presumed, AS – Cross reference to former sample

Survey Data Sheets (cont)


	Survey Date:		Lead Surveyor	Survey Type	Floor	Analysis
	9 Mar 2020		Shaun Applegate	Refurbishment Survey	1st Floor	No Asbestos Detected
	Building		Room	Item	Quantity	
	Main Building		F1.1 Rear Bedroom	Fibreboard Panelling to Ceiling & Wall .	NQ	
	Item Number	Sample No (S,SP,P,As)	Product Type	Surface Treatment	Condition	Accessibility
	9	As SA001667 (SP)	N/A	N/A	N/A	N/A
	Material Risk Score					
N/A						
Recommended action		No further action required				
Surveyor comments		Not deemed to contain asbestos. This sample was obtained to confirm this presumption & to alleviate any concerns regarding asbestos content. Presume same to all where present.				

	Survey Date:		Lead Surveyor	Survey Type	Floor	Analysis
	9 Mar 2020		Shaun Applegate	Refurbishment Survey	1st Floor	No Asbestos Detected
	Building		Room	Item	Quantity	
	Main Building		F1.2 Middle Bedroom	Fibreboard Panelling to Ceiling & Wall .	NQ	
	Item Number	Sample No (S,SP,P,As)	Product Type	Surface Treatment	Condition	Accessibility
	10	As SA001667 (SP)	N/A	N/A	N/A	N/A
	Material Risk Score					
N/A						
Recommended action		No further action required				
Surveyor comments		Not deemed to contain asbestos. This sample was obtained to confirm this presumption & to alleviate any concerns regarding asbestos content. Presume same to all where present.				

KEY: S – Sampled, P – Presumed, SP – Strongly Presumed, AS – Cross reference to former sample

Survey Data Sheets (cont)



	Survey Date:		Lead Surveyor	Survey Type	Floor	Analysis
	9 Mar 2020		Shaun Applegate	Refurbishment Survey	1st Floor	No Asbestos Detected
	Building		Room	Item	Quantity	
	Main Building		F1.2 Middle Bedroom	Textured Coating to Ceiling .	12 m²	
	Item Number	Sample No (S,SP,P,As)	Product Type	Surface Treatment	Condition	Accessibility
	11	SA001670 (S)	N/A	N/A	N/A	N/A
	Material Risk Score					
	N/A					
Recommended action	No further action required					
Surveyor comments	See drawings for orientation.					

KEY: ID/ or S – Sampled, P – Presumed, SP – Strongly Presumed, AS – Cross reference to former sample

Appendix 3 - Areas Surveyed



Building	Floor	Room No	Room Type	Item
Main Building	External	.	Elevations	Brickwork elevations, timber & upvc windows & doors, concrete render to rear low level brickwork. See Survey Data Sheets for details regarding the low level black paint, window putty & textured paint.
Main Building	External	.	Roofline	Pitched clay tiled roof, plastic & cast iron rainwear & soil pipe.
Main Building	Ground Floor	.	Throughout Where Present	See Survey Data Sheets for details.
Main Building	Ground Floor	Dining Room	G4	Plastered & papered ceiling, plastered & wallpapered walls & fibreboard drywall lining, carpet on timber floorboards. See Survey Data Sheets for details regarding the fibreboard drywall lining. Presume same to all where present.
Main Building	Ground Floor	Hallway	G2	Plastered & papered ceiling, plastered & wallpapered walls, laminate flooring on timber floorboards & carpet to timber stairs.
Main Building	Ground Floor	Kitchen	G5	Plastered & papered ceiling, plastered & wallpapered walls & timber drywall lining, foam backed sheet flooring on a concrete floor. Localised inspection of the fireplace identified a metal sheet behind the chipboard & hardboard panelling. See Survey Data Sheets for details regarding the sink pad.
Main Building	Ground Floor	Larder	G6	Plastered ceiling & walls & a modern foam backed sheet flooring on a concrete floor.
Main Building	Ground Floor	Lounge	G1	Plastered & papered ceiling, solid papered & plastered walls & lath & plaster drywall, fitted carpet on timber floorboards. Localised & limited inspection beneath the floor boards did not identify any suspect materials & it was presumed to be of the same composition throughout. Inspection of the hardboard surround to the gas fire did not identify any suspect materials. See Survey Data Sheets for details regarding the gas fire. The window sash cords are not deemed to contain asbestos.
Main Building	Ground Floor	Store (See Drawings)	L8	Lath and plaster ceiling, brick & plaster walls & a concrete floor.
Main Building	Ground Floor	Store/Boiler Cupboard	L7	Timber ceiling & hessian roofing felt, solid brick walls & a concrete floor. The modern wall mounted boiler is not deemed to contain asbestos.
Main Building	Ground Floor	Understair Cupboard	G3	Plastered ceiling & wall & a timber wall boards, carpet on timber floorboards.
Main Building	1st Floor	Bathroom	F1.5	Woodchip papered ceiling, plastered & wallpapered solid walls, lath & plaster & plasterboard drywall lining, fitted foam backed sheet flooring & hardboard on timber floorboards. Window sash cords not deemed to contain asbestos.

Appendix 3 - Areas Surveyed (cont)



Building	Floor	Room No	Room Type	Item
Main Building	1st Floor	Front Bedroom	F1.4	Woodchip papered ceiling, plastered & wallpapered solid walls, lath & plaster & plasterboard drywall linings, fitted carpet on timber floorboards. Hardboard panel to fireplace. Window sash cords not deemed to contain asbestos.
Main Building	1st Floor	Hallway & Landing	F1.3	Woodchip papered ceiling, plastered & wallpapered solid & false partition walls, carpet on timber floorboards.
Main Building	1st Floor	Middle Bedroom	F1.2	Textured coating to ceiling, plasterboard & fibreboard drywall lining, solid plastered & wallpapered walls, fitted carpet on timber floorboards. Timber board to fireplace. See Survey Data Sheets for details regarding the fibreboard panels & textured coating.
Main Building	1st Floor	Rear Bedroom	F1.1	Fibreboard ceiling & drywall lining, solid plastered & wallpapered walls, fitted carpet on timber floorboards. See Survey Data Sheets for details regarding the fibreboard panels.
Main Building	Roof Void	.	Loft	Limited inspection made from loft hatch. Hessian roofing felt, reeds used as insulation & topside of original lath & plaster ceilings observed.

Appendix 4 – Sample Certificates





CERTIFICATE FOR IDENTIFICATION OF ASBESTOS FIBRES

STANDARD	
PREMIUM	
EMERGENCY	

Client:	ASBESTOS SURVEY SOLUTIONS LTD
Address:	THE UNION BUILDING 51-59 ROSE LANE NORWICH NORFOLK NR1 1BY
Attention:	MR SHAUN APPEGATE
Site Address:	13 STATION ROAD SOUTH WOLD SUFFOLK IP18 6AX
Date sample taken:	09/03/20
Date sample received:	11/03/20
Date of Analysis:	11/03/20

Analysis Report No.	SCO/20/4789
Report Date:	11/03/20
Site Ref No.	N/A
Page No:	1 Of 1
No. of Samples:	8
Obtained:	DELIVERED

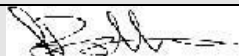
Samples of material, referenced below, have been examined to determine the presence of asbestos fibres, using Scopes Asbestos Analysis "in house" method of transmitted/polarised light microscopy and centre stop dispersion staining, based on HSE's HSG248. If samples have been DELIVERED the site address and actual sample location is as given by the client at the time of delivery. Scopes Asbestos Analysis Services Limited are not responsible for the accuracy or competence of the sampling by third parties. Under these circumstances Scopes Asbestos Analysis Services Limited cannot be held responsible for the interpretation of the results shown.

SCOPES SAMPLE No.	CLIENT SAMPLE No.	Sample Location	Fibre Type Detected
1	ITEM-1-SA1663	EXTERNAL – LOW LEVEL – BLACK PAINT	NADIS
2	ITEM-2-SA1664	EXTERNAL – WINDOW PUTTY	NADIS
3	ITEM-3-SA1665	G1 – IMITATION COAL – BACK PANEL TO GAS FIRE	NADIS
4	ITEM-5-SA1666	THROUGHOUT – ORIGINAL PLASTER TO CEILINGS & WALLS	NADIS
5	ITEM-6-SA1667	G4 – FIBREBOARD WALL PANELS	NADIS
6	ITEM-7-SA1668	G5 – BITUMEN SINK PAD	CHRYSTOTILE
7	ITEM-8-SA1669	EXTERNAL – TEXTURED PAINT	NADIS
8	ITEM-11-SA1670	F1.2 – TEXTURED COATING TO CEILING	NADIS

KEY: NADIS - No Asbestos Detected in Sample

Note: All samples will be retained for a minimum of six months.

Note: This Certificate for Identification of Asbestos Fibres shall not be reproduced except in full without the written approval of the Laboratory.

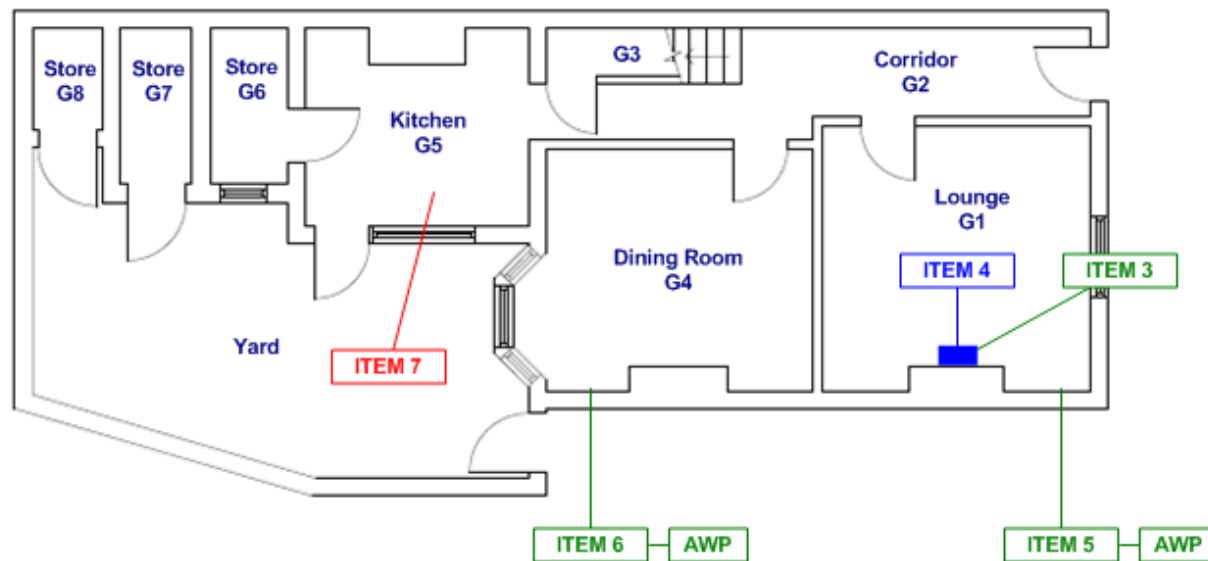
Analysed by:	P ROWLAND	Authorised signatory:	
		Print name:	S BOLTON- Q.C.M
BULK 001-VER 5 12-AUGUST-09-QCM			

Appendix 5 – Plans



NOTE: FLOOR PLANS ARE FOR ORIENTATION ONLY AND ARE NOT TO SCALE

GROUND FLOOR



KEY

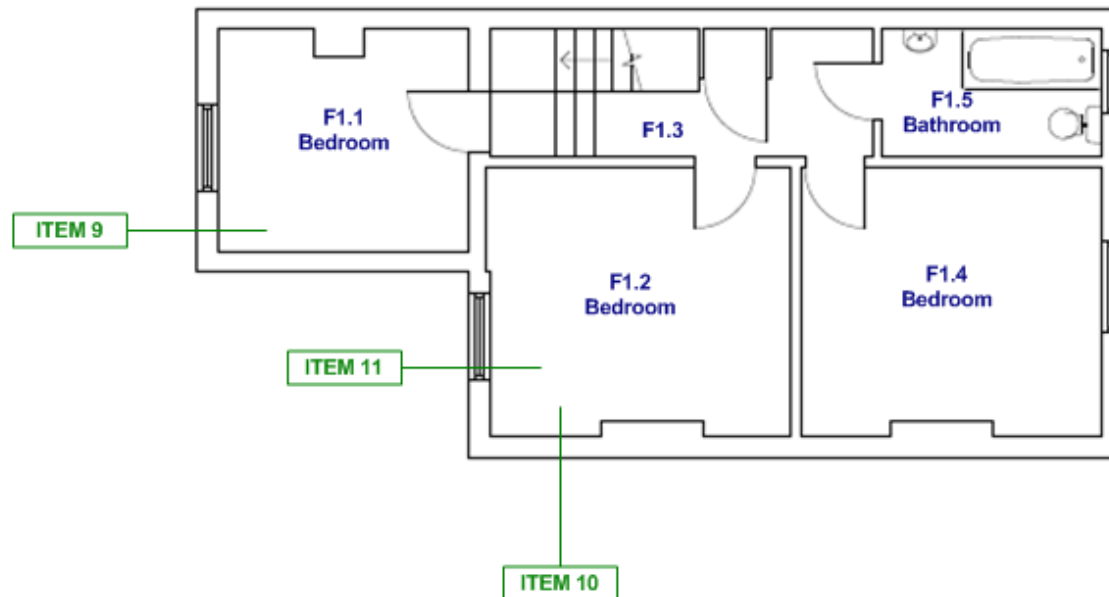
AWP = All Where Present



Plant & Electrical
Not Dismantled

- ITEM.... Positive/Sampled ACM
- ITEM.... Strongly Presumed ACM
- ITEM.... Presumed ACM or No Access
- ITEM.... Negative Sample or Non Asbestos

FIRST FLOOR

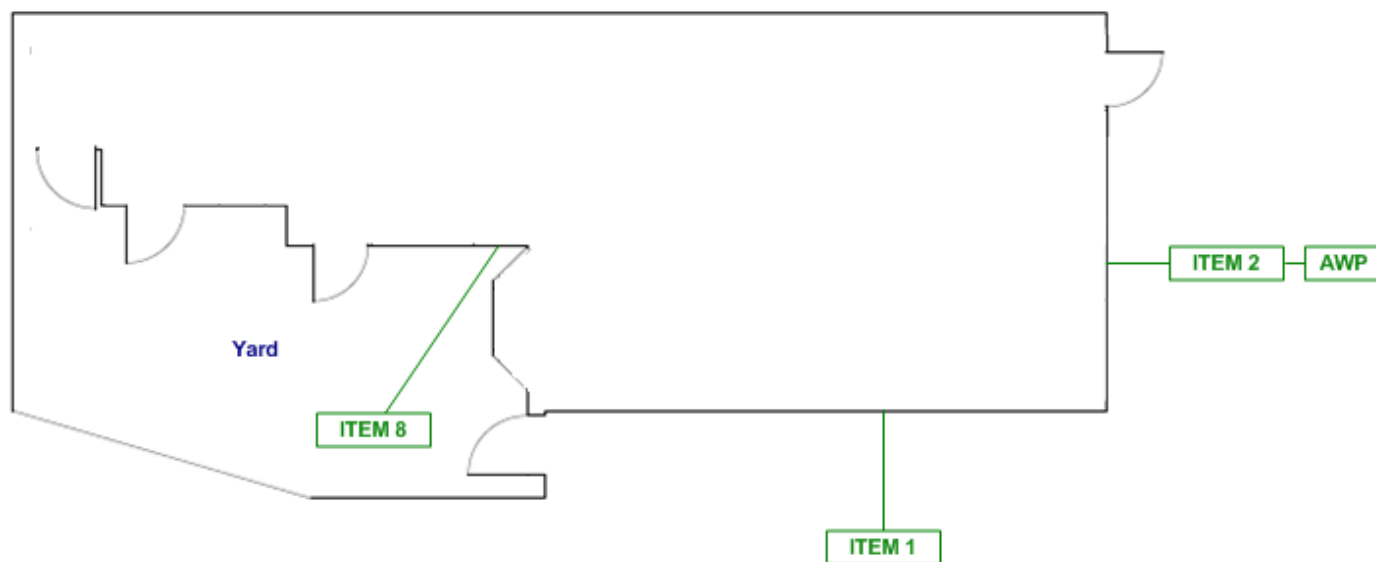


KEY

AWP = All Where Present

ITEM....	Positive/Sampled ACM
ITEM....	Strongly Presumed ACM
ITEM....	Presumed ACM or No Access
ITEM....	Negative Sample or Non Asbestos

EXTERNAL



KEY

AWP = All Where Present

ITEM....	Positive/Sampled ACM
ITEM....	Strongly Presumed ACM
ITEM....	Presumed ACM or No Access
ITEM....	Negative Sample or Non Asbestos