

ASBESTOS OR (ACM) MANAGEMENT - SAFETY PRACTICE



OVERVIEW	
The purpose of this Safety Practice is to outline Perkins Builders' requirements for managing asbestos or suspected ACM when discovered onsite. Perkins Builders does not remove asbestos; all removal work is undertaken by licensed asbestos professionals.	
RESPONSIBILITIES	
Principal Contractor (Perkins Builders)	• Maintain overall control of the workplace and ensure asbestos hazards are effectively managed. • Ensure any suspected or identified asbestos is reported, isolated, and tagged immediately. • Engage Licensed Asbestos Assessors and Class A/B Licensed Removalists as required. • Review, coordinate, and approve Asbestos Removal Control Plans (ARCPs) and Safe Work Method Statements (SWMS) prepared by licensed specialists. • Implement and maintain exclusion zones, signage, and site access controls during asbestos works. • Ensure all workers and subcontractors are informed and consulted regarding asbestos hazards and control measures. • Maintain the Asbestos Register and integrate specialist input into the site-specific Asbestos Management Plan (AMP). • Ensure WorkSafe notifications are submitted as required, and coordinate reporting of any dangerous occurrences. • Oversee that asbestos waste is disposed of correctly, in line with regulatory requirements, by the licensed removalist. • Monitor compliance with the procedure and escalate non-compliance or risks to the HSE Team.
Site Managers	• Immediately stop work and isolate areas where asbestos is suspected or confirmed. • Verify that licensed specialists are engaged and that all pre-work documentation (ARCP, SWMS, notifications) is in place through completion of an <u>Asbestos Permit</u> via Hammertech. • Ensure exclusion zones and signage are established and maintained throughout asbestos works. • Liaise with the HSE Team regarding ongoing asbestos activities and clearances.
HSE Team	• Provide technical oversight and guidance to Site Managers on asbestos management requirements. • Maintain the site-specific Asbestos Management Plan and ensure it is updated with new findings. • Support verification of ARCPs, SWMS, and clearance documentation. • Ensure that records of asbestos works, including health surveillance (if required), notifications, and waste disposal, are maintained in accordance with legislative obligations and are recorded via the Asbestos Permit. • Assist in consultation and communication with workers and subcontractors regarding asbestos hazards.
All Workers	• Do not handle, disturb, remove, or attempt to clean asbestos or suspected ACM. • Immediately report any suspected asbestos to the Site Manager. • Follow all exclusion zones, signage, and instructions regarding asbestos hazards. • Participate in asbestos awareness training as required (11084NAT or equivalent).
1. MANAGING SUSPECTED ASBESTOS ON SITE	
Guidance: Asbestos or (ACM) is defined as a high-risk activity, and carries significant exposure risk, its safe management is critical. Perkins Builders workers must not remove asbestos under any circumstances. All asbestos-related work must be undertaken by licensed asbestos assessors and licensed asbestos removalists. In the event Asbestos or (ACM) has been identified within the work location, all work is to cease immediately, the area must be isolated, tagged and a licensed asbestos assessor engaged to confirm the material. If a worker raises Asbestos or (ACM) concern, however, is unsure if it's in fact Asbestos or (ACM), it's to be assumed it is and managed accordingly until confirmation. Perkins Builders will not determine removal strategy; a licensed removalist will.	
2. ASBESTOS OR (ACM) DEFINITION	
<u>Non-friable Asbestos or (ACM):</u> Asbestos or (ACM) that's bonded with other materials like cement and resin. Some examples of Non-Friable Asbestos or (ACM) include but are not limited to cement sheets, vinyl floor tiles and textured paints. <u>Friable Asbestos or (ACM):</u> Asbestos or (ACM) is defined as containing material that's been pulverized or crumbled into a powder. Some examples of Friable Asbestos or (ACM) are but not limited to sprayed on fire retardants, dated heater linings, pipe and boiler insulation.	
3. LICENCING REMOVAL REQUIREMENTS	
Perkins Builders does not undertake removal of any quantity or type of asbestos. All asbestos removal—friable or non-friable—must be completed by a licensed asbestos removalist. If asbestos is identified, Perkins Builders will:	

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- Stop work
- Isolate the area
- Engage a Licensed Asbestos Assessor to confirm ACM
- Engage a Class A or B licensed removalist as required

4. ASBESTOS OR (ACM) REMOVAL TRAINING REQUIREMENTS

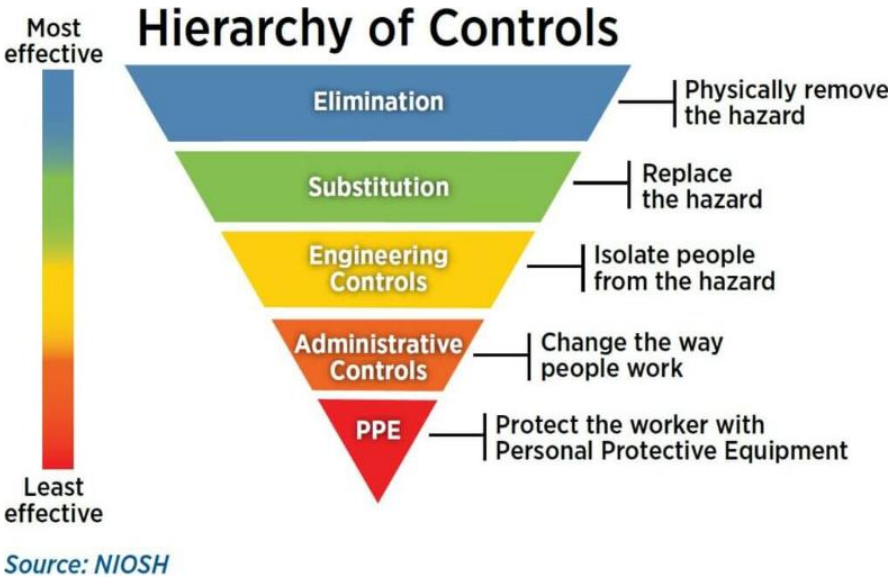
Perkins Builders workers require Asbestos Awareness Training only (11084NAT or equivalent). Perkins Builders workers do not undertake asbestos removal and therefore do not require competencies such as CPCCDE3014, CPCCDE3015, or CPCCDE4008.

5. ADDITIONAL REQUIREMENTS

Only licensed removalists may remove asbestos. Perkins Builders' role is to coordinate site access, ensure exclusion zones, and update the Asbestos Register.

6. CONTROL MEASURE APPROACH

When asbestos or suspected ACM is identified on site, Perkins Builders will implement control measures following the Hierarchy of Control, applied as far as reasonably practicable:



7. SAFE WORK METHOD STATEMENT (SWMS)

For asbestos removal works, the Licensed Removalist must prepare a SWMS and Asbestos Removal Control Plan (ARCP). Perkins Builders will review these documents.

8. ASBESTOS OR (ACM) REMOVAL CONTROL PLAN - (Completed by: External Trained Person)

When licensed asbestos removal is required, the ARCP is developed by the Licensed Removalist. Perkins Builders will review, ensure workers are informed, and ensure site access is controlled.

9. ASBESTOS OR (ACM) MANAGEMENT PLAN - (Completed by: HSE Team / External Trained Person)

- Prepared by a Licensed Asbestos Assessor or Removalist in consultation with Perkins Builders (HSE Team).
- The Licensed Asbestos Specialist provides the technical input: identification, sampling, risk assessment, and removal recommendations.
 - Perkins Builders, integrates this input into a **site-specific Asbestos Management Plan** that includes:
 - Location and type of ACM, linked to the Asbestos Register
 - Control measures (exclusion zones, signage, work instructions)
 - Communication and consultation for workers and subcontractors
 - Air monitoring and clearance requirements
 - Documentation of any asbestos-related incidents
 - Perkins Builders (HSE & Project Team) maintains and updates the plan as new asbestos is identified or removed in conjunction with Licensed Asbestos Assessor or Removalist.

10. SITE HEALTH SAFETY ENVIRONMENTAL (HSE) MANAGEMENT PLAN - (Completed by: HSE Team)

In the event Asbestos or (ACM) is identified at the workplace, its safe management is to be referenced within the site specific (HSE) Management Plan identifying hazards, risks and control measures implemented in accordance with the scope of work.

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11. WORKSAFE NOTIFICATION - (Completed by: External Trained Person / HSE Team)

The Licensed Removalist must notify WorkSafe at least 5 days (no longer) prior to removal. In the event Asbestos or (ACM) is classified as a Dangerous Occurrence, as defined within WorkSafe Notification Guideline, a Perkins (HSE) representative will notify the Regulator in a timely manner.

12. WORKER RESPONSIBILITIES: GENERAL

Given the serious nature of potential hazards and risks of Asbestos or (ACM), all workers must not attempt to handle, clean, drill, cut, sweep, or remove ACM.

13. CONSULTATION

Communication regarding asbestos removal will be led by Perkins Builders, with technical explanation provided by the Licensed Assessor/Removalist.

14. AIR MONITORING / AIR CLEARANCE - (Completed by: External Trained Person)

Air monitoring and clearance inspections are conducted only by a Licensed Asbestos Assessor. Perkins Builders will not undertake these activities. Once the licensed Asbestos or (ACM) Removalist has advised removal work is completed, a Clearance Inspection is to be undertaken. Once completed, a Clearance Certificate is to be provided in writing to Perkins Builders, prior to the workplace being preoccupied and consulted to workers where necessary.

15. HEALTH SURVEILLANCE MONITORING

Perkins Builders workers do not carry out asbestos removal and therefore are not subject to routine scheduled health monitoring. If there is any suspected asbestos exposure, Perkins Builders will arrange health monitoring in accordance with WHS Regulations through a registered medical practitioner. The frequency and extent of monitoring will be determined based on a risk assessment, taking into account the likelihood and level of exposure, as well as past or potential future exposure.

16. RECORDS MANAGEMENT

All worker health monitoring reports will be kept in a secure location by Perkins Builders Human Resources (HR) team. Due to latency of asbestos-related diseases, all health monitoring records will be kept for minimum of 40 years to fulfil legislative obligations.

17. DECONTAMINATION - (Completed by: Internal / External Trained Person)

Decontamination is performed by the Licensed Removalist only. Perkins Builders workers must not enter the removal work area or attempt decontamination.

18. PPE AND RESPIRATORY PROTECTIVE EQUIPMENT (RPE) SELECTION, USE AND MAINTENANCE

PPE and RPE associated with asbestos removal is the responsibility of the Licensed Removalist. Perkins Builders workers are not to enter asbestos removal zones.

19. WASTE CONTAINMENT AND DISPOSAL - (Completed by: External Trained Person)

Waste containment and disposal is completed by the Licensed Removalist in accordance with WHS Regulations and disposal facility requirements.

20. ASBESTOS OR (ACM) REGISTER - (Completed by: Internal / External Trained Person)

Perkins Builders maintains and updates the Register but does not confirm or sample ACM. Identification and confirmation must be carried out by a Licensed Asbestos Assessor. When Asbestos or (ACM) has been identified in the workplace it's to be captured in an Asbestos Register and include the following.

- Date identified
- Location/s of asbestos
- Details of the asbestos type (non-friable or friable)
- Analysis results
- Details of inaccessible areas
- Details of any past removal work
- Accessibility to workers on site
- Details of Licensed Removalist

During site handover post completion of work, a copy of the Asbestos Register and Clearance Certificate is to be provided to the person assuming control of workplace to provide understanding of its management.

21. SIGNAGE REQUIREMENTS AND ACCESS

Perkins Builders installs signage and barricades to prevent entry until asbestos is removed and a Clearance Certificate is issued. During Asbestos or (ACM) removal, there are to be no other workers on site other than trained personnel to mitigate risk of exposure. If it may impact other nearby scope of work, its intent is to be discussed with other potentially impacted parties.

REFERENCES

- Work Health and Safety Act 2020

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- *Work Health and Safety Regulations 2022*
- *Code of Practice: How to Safely Manage and Control Asbestos in the Workplace 2022*
- *Code of Practice: How to Safely Remove Asbestos 2022*
- *AS/NZS 1715:2009 Selection, Use and Maintenance of Respiratory Protective Equipment*
- *AS/NZS 1716:2012 Respiratory Protective Devices*
- *AS/NZS 2601:2025 The Demolition of Structures*
- *Guidance Note on the Membrane Filter Method for Estimating Airborne Asbestos Fibres 2nd Edition [NOHSC:3003 (2005)]*
- *OFSC – H4 Asbestos Management*
- [*Asbestos law and guidance WA*](#)

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