





#### HOME

#### ASBESTOS & NATURAL DISASTERS

ASBESTOS 101

**UNDERSTANDING ASBESTOS** 

**20 POINT SAFETY CHECK** 

DANGERS OF ASBESTOS

ASBESTOS IN THE HOME

**ASBESTOS FOR TRADIES** 

COMMERCIAL PROPERTIES

NATURALLY OCCURRING ASBESTOS (NOA)

ASBESTOS REMOVAL

#### **FACT SHEETS & CHECKLISTS**

FAQ & LEARN MORE

ASBESTOS AWARENESS MONTH

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ASBESTOS PRODUCTS DATABASE



### **Fact Sheets & Checklists**

#### **HOMEOWNERS**



# FACT SHEET 1: WORKING SAFELY WITH ASBESTOS AROUND THE HOME

A simple guide to ensure homeowners manage asbestos safely.

**Download Size 3MB** 



# FACT SHEET 2: SAFE PRACTICES FOR HOMEOWNERS REPAIRING OR REMOVING SMALL AMOUNTS OF ASBESTOS MATERIALS

A detailed guide to ensuring homeowners manage asbestos safely when repairing or removing small amounts of asbestos safely.

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# FACT SHEET 3: SAFE PRACTICES FOR RURAL & REGIONAL HOMEOWNERS & FARMERS REPAIRING OR REMOVING SMALL AMOUNTS OF ASBESTOS MATERIALS

A simple guide ensuring safe practices for the management of asbestos in rural and regional communities and on farms.

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# THE RESIDENTIAL CHECKLIST: A HOMEOWNER'S GUIDE TO IDENTIFYING ASBESTOS-CONTAINING MATERIAL TO MANAGE IT SAFELY

'The Residential Checklist' is designed to empower homeowners and renovators with a better understanding of the possible locations of asbestos-containing materials in homes and the knowledge they need to ensure it is managed safely.

These Checklists include product images and lists each possible location where asbestos-containing materials might be found both inside and outside homes. By following simple step-by-step instructions, in less than an hour homeowners can have a better understanding of the types of products that might be in their home and if it's in need of maintenance, repair or removal.

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# BLANK CHECKLIST TABLE FOR ADDITIONAL LOCATIONS & PRODUCTS

Additional blank tables for checklists if you require additional space.

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#### **BLANK SCHEDULE TABLE**

Additional blank schedule table if you require additional space.

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### **TRADIES**

#### **FACT SHEETS**



#### **T1: 20 POINT SAFETY CHECK FOR TRADIES**

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# T2: A TRADIE'S GUIDE TO SAFE PRACTICES IN MANAGING ASBESTOS IN RESIDENTIAL PROPERTIES

A detailed guide to ensure tradies manage asbestos safely when working in residential properties.

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#### **CHECKLISTS**



# T3: A Trades-person's Guide to Asbestos Containing Materials in Domestic Properties

An instruction guide for the Tradies Residential Asbestos Checklist

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#### **Total Property Checklist - Generic**

A total property guide to ensure tradies manage asbestos safely when working in residential properties.

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#### **Blank Checklist Tables For Tradies**

Additional tables for checklists if you require additional space.

**Download Now** 



#### **Blank Repair Schedules For Tradies**

Additional repair schedules for checklists if additional space is required.

**Download Now** 

#### TRADE SPECIFIC CHECKLISTS

Instruction Guide: Residential Asbestos Checklist For Tradies – <u>Download Checklist 4mb</u>

Bricklayers - Download Checklist 4mb

Builders & Civil Construction Workers - Download Checklist 4mb

Building Maintenance Workers - <u>Download Checklist 4mb</u>

Carpenters, Cabinet Makers & Joiners - Download Checklist 4mb

Demolition Workers - <u>Download Checklist 4mb</u>

Electricians - Download Checklist 3mb

External Cladding Installers - <u>Download Checklist 3mb</u>

Fencers - Download Checklist 3mb

Gas Fitters - Download Checklist 3.7mb

Heating or Air Conditioning Installers & Maintenance Workers – <u>Download Checklist 3.2mb</u>

Home Handymen - Download Checklist 4mb

Insulation Installers - Download Checklist 3.2mb

Kitchen & Bathroom Installers and those removing old kitchens & bathrooms – Download Checklist 3.5mb

Landscapers - <u>Download Checklist 3.2mb</u>

Layers of Floor Covering & Floor Sanders (stripping carpets) – <a href="Download Checklist 3.3mb">Download Checklist 3.3mb</a>

Painters & Wall-Paperers - Download Checklist 4mb

Plumbers & Drainers - <u>Download Checklist 3mb</u>

Roof & Guttering Installers - <u>Download Checklist 3mb</u>

Solar Panel Installers - <u>Download Checklist 3mb</u>

Telecommunications Technicians (installing cabling) – <u>Download Checklist 4mb</u>

Tilers - Download Checklist 4mb

#### **TOOLBOX TALKS**



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### COMMERCIAL & NON-RESIDENTIAL



# ASBESTOS MANAGEMENT HANDBOOK FOR COMMERCIAL & NON-RESIDENTIAL PROPERTIES

The Handbook is a comprehensive guide providing information on the roles and responsibilities of property owners, managers, contractors, sub-contractors, foreman and workers. It features easy to follow step-by-step instructions on how to develop and implement policies and procedures to assist in identifying and managing asbestos safely and in accordance with regulations. It includes a list of property types across multiple sectors including government, business (high rise, mid-rise, low rise), industrial, agriculture, recreation, education and more. The Handbook that explains complex information in user-friendly, accessible terms is complemented by Fact Sheets and Templates. The Handbook also features images of asbestos-containing products commonly found in commercial and non-residential properties.

Online PDF - Download Size 4mb



#### ASBESTOS REGISTER TEMPLATE

The Asbestos Register is one of the most important documents required to manage asbestos safely. The Template can be downloaded in Excel enabling users to note the locations and types of asbestos-containing materials (ACMs) found in properties, the areas where ACM is suspected but not confirmed, if and when testing has been conducted; and, if ACM has or is to be removed.

**Excel Template Download Size 69kb** 



# MODEL ASBESTOS MANAGEMENT PLAN (AMP) GUIDE TEMPLATE

While the Handbook provides instructions and recommendations for developing an Asbestos Management Plan (AMP), this Template is a user-friendly guide that lists the various steps required to meet mandatory requirements. The Template is preprepared in Word and incorporates all the information required to ensure asbestos is managed safely and in accordance with regulations.

Word Template Download Size 87kb



#### ASBESTOS REMOVAL RECORD TEMPLATE

The Asbestos Removal Record Template enables users to record the removal of asbestos-containing materials (ACMs) found in properties.

**Excel Template Download Size 81kb** 



#### **WORKERS TRAINING REQUIREMENTS & RECORDS TEMPLATE**

It is a mandatory requirement that all workers who may come into contact with asbestos must be trained to identify and manage asbestos and ACMs in accordance with regulations, and to ensure they understand the risks and procedures required to manage asbestos safely. All training of workers must be recorded and maintained for **five years** after employment has ceased. The Template can be downloaded in either Excel or Word to assist managers in recording all staff training in accordance with regulations.

Word Template <u>Download Size 89kb</u> Excel Template <u>Download Size 89kb</u>



# MODEL ASBESTOS POLICY FOR CONTRACTORS & BUILDERS TEMPLATE

The Model Asbestos Policy Template is designed to assist contractors and builders to initiate asbestos safety policies in their workplace. The Template can be downloaded in Word to enable managers or business owners to incorporate a logo, company name and any additional information they wish to include as part of their Asbestos Policy.

Word Template - Download Size 74kb



# MODEL ASBESTOS MANAGEMENT PROCEDURES FOR CONTRACTORS & BUILDERS TEMPLATE

Asbestos Management Procedures are an essential part of an AMP. The Template is designed to provide contractors and builders with the resources they need to ensure their asbestos management procedures are effective to minimise exposure of asbestos fibres among workers.

Word Template - Download Size 1MB



# FACT SHEET C1 – UNEXPECTED ASBESTOS, ACM FINDS OR INCIDENTS PROCEDURES FLOW CHART

The Flow Chart provides a user-friendly, step-by-step visual guide to managing unexpected asbestos finds in accordance with regulations which can be displayed in the workplace and issued to workers as part of their training.

PDF - Download Size 33kb



# FACT SHEET C2 – UNEXPECTED ASBESTOS FINDS OR INCIDENTS

Unexpected asbestos finds pose a threat to workers so it's vital that they are trained in the steps required to minimise exposure to asbestos fibres. This Fact Sheet provides guidance and step-by-step procedures for managing unexpected finds or incidents and where possible, what is required to minimise any future risks.

PDF - Download Size 403kb



# FACT SHEET C3 – ASBESTOS MANAGEMENT RECOMMENDATIONS AND GUIDELINES

The Asbestos Management Recommendations & Guidelines Fact Sheet provides users with user-friendly information for the safe management of asbestos in commercial and non-residential properties which may be issued to workers as part of their training program.

PDF - Download Size 374kb



#### FACT SHEET C4 - USING PPE AND RPE

Knowing when, why and how to use and lawfully dispose of PPE and RPE is critical to workers who may come in contact with asbestos on the job. This Fact Sheet provides step-by-step instructions on how to use and dispose of PPE and RPE in accordance with regulations.

PDF - Download Size 879kb



# FACT SHEET C5 – ROLES AND RESPONSIBILITIES FOR THE MANAGEMENT OF ASBESTOS AND ACM

This Fact Sheet contains a matrix to visually demonstrate the various responsibilities of property owners, contractors, subcontractors and workers when it comes to managing asbestos safely in the workplace.

PDF - Download Size 617kb



# FACT SHEET C6 – 20 POINT SAFETY CHECK FOR CONTRACTORS, SUBCONTRACTORS AND WORKERS

This checklist provides 20 key points to assist in managing asbestos safely and may be used as part of asbestos awareness training programs.

PDF - Download Size 311kb



#### **ALL COMMERCIAL RESOURCES**

Access and download all files including 'Print Ready' files with crop marks, digital files and fact sheets etc

# NATURALLY OCCURRING ASBESTOS

While the NOA Guide was developed for use by people living in NSW, the practices the Guide recommends in establishing and maintaining a NOA Asbestos Management Plan may also be appropriate for use in any community where NOA has been identified or is suspected. Generic versions of the Naturally Occurring Asbestos — Asbestos Management Plan Guide and templates were created for reference by people living and working in states other than NSW. If you live in a state or territory other than NSW, contact your regulator to ensure NOA is managed in accordance with regulations.



# NATURALLY OCCURRING ASBESTOS – ASBESTOS MANAGEMENT PLAN GUIDE

The Naturally Occurring Asbestos – Asbestos Management Plan Guide explains the reasons why it's important to manage NOA safely, when and where NOA may pose a potential health risk, who to contact for advice, and the steps required to manage NOA safely in accordance with NSW Work, Health and Safety Regulations 2017 and the Codes of Practice for asbestos management.

User-friendly templates have been developed to assist people in developing and managing an Asbestos Management Plan. All templates are available in 2 formats. The first includes fields where users can type information, and the second is in PDF format that can be printed for handwritten notes.

GENERIC: Digital PDF with Links Download Size 6M

GENERIC: Offset Printing with crop marks Download Size 28MB

NSW: Digital PDF with Links Download Size 6MB

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#### **ASBESTOS MANAGEMENT PLAN - SITE SPECIFIC TEMPLATE**

This template is designed for use when conducting risk assessments in various parts of properties as work is required.

Digital Template (fields for typing ) Download Size 1.5MB



# ASBESTOS MANAGEMENT PLAN – PROPERTY RISK ASSESSMENT TEMPLATE

This template enables users to itemise the necessary information when conducting a property risk assessment for naturally occurring asbestos.

Digital Template (fields for typing ) Download Size 1.3MB



#### **INCIDENT PROCEDURES & REPORT TEMPLATE**

This template enables users to record incidents and steps to manage and record incidences should they occur.

Digital Template (fields for typing ) Download Size 1.3MB



#### **WORKERS TRAINING REQUIREMENTS & RECORDS TEMPLATE**

This template assists managers in recording and maintaining records of training undertaken by workers in asbestos awareness and naturally occurring asbestos.

Digital Template (fields for typing ) Download Size 1.3MB

**FACT SHEET 1: NOA DECONTAMINATION** 



The Decontamination Fact Sheet provides information about the importance of personal and equipment decontamination when working with NOA and the steps for disposal and transportation of NOA.

**Download Size 1.3MB** 



#### **FACT SHEET 2: NOA RPE & PPE**

The NOA RPE and PPE Fact Sheet provides information about Respiratory Protective Equipment (RPE) and Personal Protective Equipment (PPE) is, why it's essential and how to use it correctly and effectively. Download Size 1.3MB

**Download Size 1.7MB** 



#### **ALL NOA DOCUMENTATION**

Access and download all files including 'Print Ready' files with crop marks, digital files and fact sheets etc

**ACCESS ALL FILES** 











asbestosawareness.com.au is dedicated to honouring the late Carol Klintfält OAM and the late Serafina Salucci OAM for their selfless acts of courage in advancing awareness of the dangers of asbestos to help save lives.

Asbestos Awareness acknowledges the traditional owners and custodians of country throughout Australia. We acknowledge their continuing connection to land, sea and community and recognise that our workplace is located on land of the Gadigal people of the Eora Nation. We pay our respects to the people, the cultures and the elders past, present and emerging. We are privileged to gather on this Country and through this website to share knowledge with Australia's First Nations peoples who should be aware that this website may contain images or names of people who are deceased.

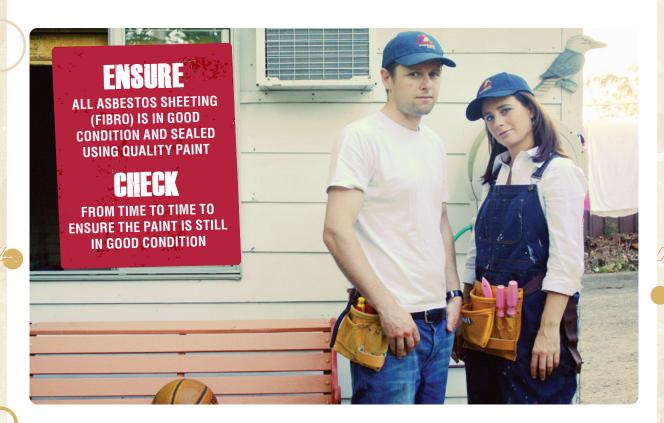
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# DON'T PLAY RENOVATION ROULETTE!

# WORKING SAFELY WITH ASBESTOS AROUND THE HOME



# **WAS YOUR HOME BUILT OR RENOVATED BEFORE 1990?**

Asbestos could be in any home built or renovated before 1990. Thousands of different products remain hidden dangers in 1 in every 3 Australian homes including brick, weatherboard, fibro and clad homes, even apartments. It could be anywhere! If sealed, left undisturbed and in good condition asbestos products don't pose a health risk. However, if disturbed, fibres are released which can be inhaled and cause asbestos-related diseases.

# SAFETY STEPS FOR HOMEOWNERS WHEN REMOVING OR REPAIRING SMALL AMOUNTS OF ASBESTOS

- **ONLY** licenced asbestos removalists are recommended to remove and dispose of asbestos.
- **VISIT asbestosawareness.com.au** for examples of products that might contain asbestos and where they might be found in your home.
- **SEAL** broken or damaged asbestos using the steps listed in this brochure.





# SEALING BROKEN OR DAMAGED ASBESTOS MATERIALS AROUND THE HOME

Sometimes an asbestos sheet or other asbestos-containing products can be damaged, broken or may be unsealed. Follow these **DO's & DON'Ts** to ensure you and your family are safe.

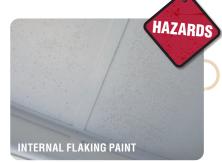
### **DO'S**

- ✓ **PLAN** your job in advance.
- **WEAR** only old clothes under the coveralls. Clothes must be disposed of.
- ✓ WEAR Personal Protective Equipment (PPE) at all times.
- ▼ ENSURE no electrical wiring or products are in the work area.
- PREPARE equipment and work area before starting.
- ✓ **COVER** removal area in 200um plastic drop sheets to catch any fibres, dust and debris.
- ✓ WET asbestos materials using a gentle mist spray of water. Add detergent to improve absorption or use a mix of 1 part PVA glue to 5 parts water to bond the material.
- ✓ **USE** a spray bottle to wet smaller areas or a low-pressure spray mist using a garden hose.
- ✓ CONTINUE wetting asbestos that is exposed If you can see it, wet it!
- ✓ MINIMISE the number of people in the work area.

**DECONTAMINATE** yourself, the work area and equipment when completed.

# DON'TS

- NEVER CREATE dust.
- NEVER BREAK asbestos sheeting.
- ➤ NEVER WORK in windy conditions.
- **NEVER LEAVE** the work area until the job and decontamination are completed.
- NEVER USE power tools, household vacuum cleaners, brooms or brushes (except for sealing with paint or a PVA solution), high pressure water spray on ANY asbestos product including walls and roofing.
- NEVER WET any area that may contain electrical wiring or equipment that may be connected to electricity such as household goods (fridges), tools etc. For areas that can't be wet down prior to removal, engage a licenced asbestos removalist.
- **NEVER WORK** on dry or friable asbestos.















# ASBESTOS 'PPE KIT'

### PERSONAL PROTECTION EQUIPMENT (PPE)

ALL items in a disposable PPE Kit must be disposed of as ASBESTOS WASTE after use. Wear the PPE in the following order:

#### 1. DISPOSABLE COVERALLS

- Rated Type 5, Category 3 and labelled for asbestos use.
- Should be one size too big and include a hood and elasticised cuffs.
- Ensure the hood goes over mask straps and covers all hair.
- The coverall legs then go over the top of shoe covers.
- ONLY WEAR old clothes under the coveralls. These should be disposed of with the coveralls after use.

#### 2. FOOTWEAR & SHOE COVERS TO BE WORN OVER SHOES

- NEVER wear boots or shoes with laces. Gumboots are the best option.
- SHOE COVERS should cover all of the boot/shoe and be secured above the ankle.
- When shoe covers are secured, pull the cuffs of the coverall legs down to cover the top of shoe covers.

#### 3. GLOVES

- Use ONLY disposable Latex, Nitrile or neoprene gloves.
- Tuck under the cuffs of coveralls and tape the cuffs if loose.

#### 4. MASK

- Should be worn at all times.
- Minimum P2 filter, half face disposable particulate respirator.
- Ensure your mask fits perfectly.

#### 5. PROTECTIVE EYEWEAR

 After fitting your mask, fit your eyewear and place the hood over the top of the mask straps and eyewear arms, and cover all hair.











#### **EQUIPMENT CHECKLIST**

- 1. PPF Kit.
- 2. 200um plastic drop sheets.
- 3. Duct tape.
- **4.** Wet wipes or disposable cloths.
- **5.** Bucket of water.
- **6.** Water sprayer (hose or bottle).
- **7.** PVA glue or quality paint (sealant).
- **8.** Non-electrical tools for removal of fixings and materials.
- **9.** 200um (0.2mm) ASBESTOS WASTE plastic bags or 200um virgin plastic rolls and label/mark as 'DANGER ASBESTOS WASTE'.



#### **DECONTAMINATING THE WORK AREA**

IMPORTANT: You must continue to wear your PPE throughout this process.

- **1.** Carefully place all materials including your PPE, drop sheets and all disposable items in 200um (0.2mm) plastic bags labelled 'DANGER ASBESTOS WASTE'. All materials must be double bagged.
- 2. Whether using bags or rolls of 200um plastic, the material must be double wrapped/bagged and sealed with duct tape.
- 3. Tightly twist the bag opening then fold over to form a 'goose neck' and seal with duct tape.
- **4.** Place the sealed bag inside a second bag labelled 'DANGER ASBESTOS WASTE' and seal as above with duct tape. This is double bagging.
- **5.** Use wet wipes or disposable cloths (ONCE ONLY) to wipe away any dust from tools or surfaces and place in a plastic bag.
- **6.** Wet wipe all hand tools. If they aren't able to be decontaminated they should be discarded as 'ASBESTOS WASTE' or double bagged for later use but ONLY when wearing PPE.
- **7.** Wet wipe the outside of bags before removing from the work area.

#### **DECONTAMINATING YOURSELF**

IMPORTANT: When decontaminating yourself, all items must be DOUBLE BAGGED, sealed with duct tape and disposed of as ASBESTOS WASTE, as per the above method.

- 1. Wet wipe protective coveralls and shoe covers and place cloths in a 200um plastic bag.
- **2.** Carefully remove shoe covers, gloves and coveralls and place in a 200um plastic bag.
- **3.** Wet wipe footwear and place cloths in a 200um plastic bag.
- **4.** Seal all plastic 200um bags with duct tape using the double bag method.
- 5. Remove mask last and seal using the double bag method.
- **6.** Remove and dispose of old clothing using the double bag method.
- **7.** Wash hands, nails, face and head thoroughly with soapy water then shower.

**NOTE:** All asbestos contaminated materials must be double bagged and labelled 'DANGER ASBESTOS WASTE' and decontaminated before being removed from the work area for appropriate disposal.

# YOU MUST DISPOSE OF ASBESTOS WASTE SAFELY AND LEGALLY! WHATEVER YOU DO, DON'T DUMP IT!



IT IS IMPORTANT THAT ALL PPE AND MATERIALS USED WHEN REMOVING OR REPAIRING ASBESTOS ARE DISPOSED OF AS ASBESTOS WASTE.

NOT ALL WASTE CENTRES ACCEPT ASBESTOS WASTE. CHECK WITH COUNCIL FOR YOUR NEAREST AUTHORISED WASTE DISPOSAL CENTRE.

A detailed Fact Sheet can be found on our website.

# ThinkSmart.ThinkSafe.Think asbestosawareness.com.au



it's not worth the risk!

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# DON'T PLAY RENOVATION ROULETTE!

# SAFE PRACTICES FOR HOMEOWNERS REPAIRING OR REMOVING SMALL AMOUNTS OF ASBESTOS MATERIALS



Asbestos could be in any home built or renovated before 1990. Thousands of different products remain hidden dangers in 1 in every 3 Australian homes including brick, weatherboard, fibro and clad homes, even apartments. It could be anywhere! Under floor coverings including carpets, linoleum and vinyl tiles, behind wall and floor tiles, in cement floors, internal and external walls, ceilings and ceiling space (insulation), eaves, garages, roofs, around hot water pipes, fences, extensions to homes, garages, outdoor toilets, backyard and farm structures, chook sheds and even dog kennels.

### WAS YOUR HOME BUILT OR RENOVATED BEFORE 1990?

Before commencing any work around the home visit **asbestosawareness.com.au** for examples of products that might contain asbestos and learn where they might be located in your home.

If sealed, left undisturbed and in good condition, asbestos products don't pose a health risk. However, if disturbed fibres are released which can be inhaled and cause asbestos-related diseases.

- **ENSURE** all asbestos sheeting (fibro) is in good condition.
- **SEAL** asbestos sheeting (fibro) and corrugated asbestos (walls, fences and roofing) with good quality paint to prevent the release of fibres.
- **CHECK** from time to time to ensure the paint is still in good condition.







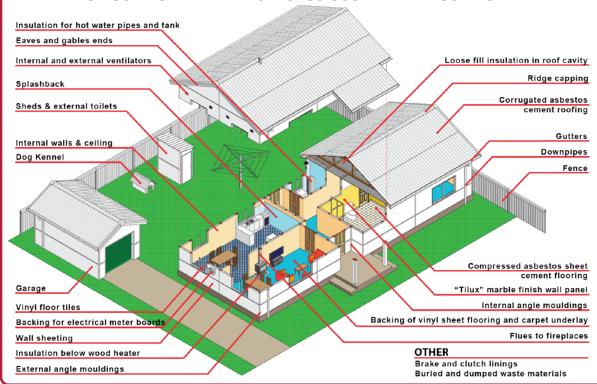






# 1 IN 3 AUSTRALIAN HOMES CONTAIN ASBESTOS!

DO YOU KNOW WHERE ASBESTOS COULD BE IN YOUR HOME?















WORKING SAFELY WITH SMALL AMOUNTS OF ASBESTOS AROUND THE HOME

It's recommended that removal of asbestos materials is performed by a licenced asbestos removalist. However, when renovating or doing maintenance around the home, homeowners may come across what they suspect are asbestoscontaining materials.

If a small amount of non-friable (bonded) asbestos is found, homeowners may wish to remove and dispose of it safely or repair minor damage to a wall of asbestos sheeting (fibro).

# ONLY CLASS A LICENCED REMOVALISTS CAN REMOVE ASBESTOS THAT IS FRIABLE (CRUMBLY MATERIAL).

Accidents can happen. Sometimes an asbestos sheet or other asbestos-containing products can be damaged, broken or may be unsealed so it is important to seal all asbestos materials including any breaks or cracks to prevent the release of fibres.

- **SEAL** broken or damaged asbestos with quality paint. While some paints specifically designed to seal asbestos are available, as long as you use a good quality paint to cover the exposed area, the asbestos material will be sealed.
- CHECK the area from time to time to ensure the paint is still in good condition and recoat when required.





#### MANAGING ASBESTOS HAZARDS AROUND THE HOME

When managing asbestos you must minimise the risk of releasing fibres that can become airborne. To ensure you protect yourself, your family and those around you (including neighbours and pets) from exposure to potentially dangerous fibres when removing small amounts of asbestos, there are some basic safety rules you must follow.

#### **SAFETY CHECKLIST**

Asbestos fibres can be harmful to health so when it comes to asbestos be sure to remember;















# FOLLOW THESE DO'S & DON'TS TO ENSURE YOU AND YOUR FAMILY ARE SAFE

### 200

✓ **PLAN** your job in advance so you have all the necessary equipment on hand.

- ✓ WEAR Personal Protective Equipment (PPE) at all times.
- ✓ **ENSURE** no electrical wiring or electrical products are in the work area.
- ✓ PREPARE your equipment and work area before you start.
- ONLY wear old clothes under the coveralls. These should be disposed of when the job is completed.
- ✓ **COVER** removal area in 200um plastic drop sheets to catch any fibres, dust and debris.
- ✓ WET the area that contains asbestos using a gentle mist spray of water before commencement. Detergent added to the water helps improve absorption or a mix of 1 part PVA glue to 5 parts water will help bond the material to minimise any dust.
- ✓ **CONTINUE** wetting asbestos that is exposed If you can see it, wet it!
- SPRAY using a spray bottle to wet smaller areas.
- LOW-PRESSURE constant spray mist using a garden hose with a mist nozzle can be used to wet larger areas outdoors such as external walls or fences.
- ✓ **MINIMISE** the number of people in the work area.
- ✓ **DECONTAMINATE** yourself, the work area and equipment when work is completed.

# DON'TS

- **➣ NEVER CREATE** dust.
- NEVER BREAK asbestos sheeting.
- ➤ **NEVER WORK** in windy conditions.
- ➤ NEVER USE POWER TOOLS OR EQUIPMENT that can produce dust.
- NEVER USE BROOMS OR BRUSHES except for sealing if using paint or a PVA glue solution.
- NEVER USE HIGH PRESSURE water spray on ANY asbestos product including walls, fences and roofing.
- NEVER USE HOUSEHOLD VACUUM CLEANERS.

  Only special H Class Asbestos vacuum cleaners are used by licenced removalists to collect dry asbestos dust and debris.

#### WARNING

NEVER WORK ON DRY OR FRIABLE ASBESTOS.
FOR AREAS THAT CAN'T BE WET DOWN PRIOR
TO REMOVAL, ENGAGE A LICENCED ASBESTOS
REMOVALIST.

DO NOT WET ANY AREA THAT MAY CONTAIN ELECTRICAL WIRING OR EQUIPMENT THAT MAY BE CONNECTED TO ELECTRICITY SUCH AS HOUSEHOLD GOODS (FRIDGES), TOOLS ETC.

#### DON'T KNOW HOW TO IDENTIFY ASBESTOS-CONTAINING MATERIALS?

Visit asbestosawareness.com.au to view our online video, *Asbestos In Your Home - The Ultimate Renovators Guide* and search the Asbestos Products Database for examples of what to look for!

# ASBESTOS PERSONAL PROTECTIVE EQUIPMENT (PPE) FOR HOMEOWNERS

The purpose of wearing PPE when working with asbestos is to create a barrier between you and the fibres. There should be no tears or breaks in any PPE products. Remember, if products (such as coveralls) are damaged or torn, fibres can get in so any damaged or perished PPE must NOT be used and must be disposed of.

- **1. SUITABLE PPE** is made from materials that protect you and your clothes from fibres including coveralls, gloves, safety footwear, shoe covers, gloves and protective eyewear.
- 2. DISPOSABLE PPE can be used ONLY ONCE then must be disposed of safely just like any asbestos waste (see page 6).
- **3. IF YOU KNOW** your home contains asbestos, have an *Asbestos PPE Kit* and sealing paint on hand should it be required to make emergency repairs or seal asbestos safely if it becomes damaged.

# **ASPESTOS 'PPE KIT'**PERSONAL PROTECTION EQUIPMENT (PPE)

- **WEAR** all items listed in the PPE Kit whenever working with asbestos.
- ALL items in a disposable PPE Kit must be disposed of as ASBESTOS WASTE after use.

#### Wear the PPE in the following order:

Disposable coveralls
 Footwear
 Mask

3. Shoe covers 6. Protective eyewear

NOTE: ONLY WEAR old clothes under the coveralls. These should be disposed of with the coveralls after use.

#### **DISPOSABLE COVERALLS**

- Should be rated Type 5, Category 3.
- Be labelled for asbestos use.
- Be one size too big to prevent breaking or tearing when worn.
- Include a hood and elasticised cuffs.
- Cuffs should be pulled over the edge of gloves.
- If the cuffs of coverall arms are loose, seal them with tape to prevent fibres getting in.
- After the shoe covers are fitted, ensure the coverall legs then go over the top of shoe covers.
- After the mask and eyewear are fitted, ensure the hood goes over the mask straps and arms of eyewear, and covers all hair.

#### **FOOTWEAR & SHOE COVERS TO BE WORN OVER SHOES**

- **NEVER** wear boots or shoes with laces as they can't be decontaminated.
- GUMBOOTS are the best option as they are easily wiped clean and have no laces. Once cleaned appropriately they can be re-used for non-asbestos work.
- **SHOE COVERS** are worn OVER shoes and should cover all of the boot/shoe and be secured above the ankle.
- WHEN shoe covers are secured, pull the cuffs of the coverall legs down to cover the top of shoe covers.

#### **GLOVES**

- Use ONLY disposable Latex, Nitrile or neoprene gloves.
- Tuck under the cuffs of coveralls and tape the cuffs if loose.

#### MASK (RESPIRATORY PROTECTIVE EQUIPMENT)

- Your mask should be worn at all times when working with asbestos containing materials.
- Minimum P2 filter, half face disposable particulate respirator.
- Half face non-disposable particulate respirator with cartridge is preferred but it must be decontaminated after each use.
- The wearer must be clean shaven in the area of the seal.
- All respirators are different shapes and sizes so it's important that the size is correct to properly fit to the wearer's face.
- Ensure your mask fits perfectly by conducting a respirator fit check.
  - Close off inlet to filter with hands
  - Inhale gently
  - Hold for 10 seconds
  - Ensue the face piece remains slightly collapsed

#### PROTECTIVE EYEWEAR

- **ALWAYS** wear protective eyewear when working with materials that might produce dust.
- After fitting your mask, fit your eyewear and place the hood over the top of the mask straps and eyewear arms.









#### **EQUIPMENT CHECKLIST**

- ✓ ENSURE your PPE kit includes ALL items listed here.
- PLASTIC 200um in rolls for covering areas in the work space.

- ✓ **DUCT TAPE** for sealing bags and securely joining pieces of plastic from rolls.
- ✓ **WET WIPES** (preferred) or disposable cloths for decontaminating the area after the job is complete.
- ✓ BUCKET for wetting disposable cloths when decontaminating the area.
- ✓ WATER sprayer (hose or bottle) for wetting down asbestos materials.
- SEALANT (PVA glue) to mix 1 part per 5 parts with water to seal edges.
- ✓ NON-ELECTRICAL tools for removal of fixings and materials if required.
- ✓ PLASTIC BAGS to contain and seal in asbestos materials. These should be made of 200um (0.2mm) virgin plastic and be labelled/marked as 'ASBESTOS WASTE'. If bags are unavailable, use 200um virgin plastic in rolls and label/mark as 'ASBESTOS WASTE'.



# WORKING SAFELY WITH ASBESTOS

- 1. INFORM your family and neighbours in advance before commencing work.
- 2. **REMOVE** washing from clotheslines. Remove pets and pet bowls from work area.
- **3. ENSURE** no one else is near the area you are working in unless they're wearing PPE.
- **4. CLOSE** all doors and windows to prevent drafts.
- **5. TURN OFF** all heating or cooling systems including fans and air-conditioning.
- **6. COVER** any surface in the work area that could become contaminated with fibres, dust and debris with plastic sheeting (200um drop sheets) and secure with duct tape.
- 7. **BEFORE STARTING WORK** wear all your PPE gear!
- **8. KEEP** asbestos materials wet using a light mist spray.
- **9. AVOID** breaking asbestos materials during work.
- **10. DO NOT** leave the work area once work has commenced. If you must leave while work is underway, you must decontaminate yourself as per the following procedures and recommence work using new PPE.

### STEPS FOR DECONTAMINATION

# HOW TO SAFELY DOUBLE BAG AND SEAL ASBESTOS WASTE AND PPE

- 1. Carefully place asbestos materials in the 200um plastic bags or wrap using rolls of 200um plastic (drop sheets), seal using duct tape and label 'DANGER ASBESTOS WASTE'.
- **2.** Plastic bags containing asbestos should NOT be more than half full to prevent breaking and must be double bagged.
- **3.** Tightly twist the bag opening and fold over to form a 'goose neck'.
- **4.** Secure with heavy duty duct tape or similar to seal.
- **5.** Place each sealed bag inside a second plastic bag labelled **'DANGER ASBESTOS WASTE'** and seal as you did the first bag with duct tape. This is called 'double bagging'.
- **6.** If using rolls of 200um plastic, carefully wrap items and seal edges of plastic with duct tape. Repeat the process to double wrap materials.
- **7.** Whether using bags or rolls of 200um plastic, all materials must be double wrapped or double bagged, sealed with duct tape and labelled '**DANGER ASBESTOS WASTE**'.

### **IMPORTANT**

ALL MATERIALS MUST BE 'DOUBLE BAGGED' USING 200UM PLASTIC BAGS OR 'DOUBLE WRAPPED' USING 200UM PLASTIC ROLLS, SEALED WITH DUCT TAPE AND LABELLED 'DANGER ASBESTOS WASTE' BEFORE BEING REMOVED FROM THE WORK AREA FOR APPROPRIATE DISPOSAL.

YOU MUST CONTINUE TO WEAR YOUR PPE THROUGHOUT THIS PROCESS.

**REMOVE YOUR MASK LAST!** 

#### **DECONTAMINATING THE WORK AREA**

- **1.** Carefully wrap plastic drop sheets and double bag or wrap.
- **2.** Use wet wipes or wet disposable cloths to wipe away any dust from surfaces or tools.
  - Wet wipes/cloths should be used ONCE ONLY.
  - Wet wipes/cloths should be used flat (not wadded).
  - If using cloths, use the bucket of water to wet cloths before use.
  - Never rinse cloths in water and reuse.
  - After use, wet wipes or cloths must be double bagged or double wrapped and seal with duct tape.
- 3. Carefully wet wipe surfaces and all hand tools or equipment including the bucket. If tools aren't able to be decontaminated they should be discarded as 'ASBESTOS WASTE' or double bagged for later use but ONLY when wearing PPE.
- **4.** Wet wipe the outside of bags before removing bags from the work area.

#### PERSONAL DECONTAMINATION

- **1.** Remove any visible asbestos dust from protective clothing by wet wiping with clean, wet wipes/cloths and place a 200um plastic bag.
- **2.** Carefully remove shoe covers, gloves and coveralls and place in a 200um plastic bag.
- **3.** Use wet wipes/cloths to wipe down footwear then place cloths in a plastic bag.
- **4.** Wipe down the outside of all bags with wet wipes/cloths and place in a plastic bag.
- **5.** Remove mask last and place in a 200um plastic bag and seal using the double bag method.
- **6.** Remove old clothing and double bag as you did the other disposable items.
- **7.** Seal all plastic bags using duct tape and the double bag method.
- **8.** Wash hands, nails, face and head thoroughly with soapy water.
- **9.** Shower and wash hair to complete personal decontamination.

### **IMPORTANT**

WHEN DECONTAMINATING YOURSELF, ALL ITEMS MUST BE DOUBLE BAGGED, SEALED WITH DUCT TAPE AND DISPOSED OF AS ASBESTOS WASTE AS PER THE ABOVE.

#### SAFE DISPOSAL OF ASBESTOS WASTE - Whatever you do, DON'T dump it!

- It is IMPORTANT that ALL PPE and materials used when removing or repairing asbestos are disposed of as ASBESTOS WASTE.
- Not all waste centres accept asbestos waste. Check with Council for your nearest authorised asbestos waste disposal centre.

### ALWAYS MANAGE ASBESTOS SAFELY!





DON'T CUT IT!
DON'T DRILL IT!
DON'T DROP IT!
DON'T SAND IT!
DON'T SAW IT!
DON'T SCRAPE IT!
DON'T SCRUB IT!
DON'T DISMANTLE IT!
DON'T TIP IT!
DON'T WATERBLAST IT!
DON'T DEMOLISH IT!
AND WHATEVER YOU DO...

DON'T DUMP IT!

WHEN IT COMES TO ASBESTOS:

# ThinkSmart.ThinkSafe.Think asbestosawareness.com.au

it's not worth the risk!

# IT IS RECOMMENDED THAT ONLY LICENCED ASBESTOS REMOVALISTS REMOVE ASBESTOS-CONTAINING MATERIALS.

- There are 2 types of Asbestos Removal Licences: Class A and Class B.
  - Class A Licence can remove all types of asbestos including Friable (crumbly material).
  - Class B Licence can only remove non-friable (solid) asbestos materials.
- Regulations about asbestos removal vary from state-to-state. Visit **asbestosawareness.com.au** to ensure you follow regulations.



For more information visit asbestosawareness.com.au

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# DON'T PLAY RENOVATION ROULETTE!

# SAFE PRACTICES FOR RURAL & REGIONAL HOMEOWNERS & FARMERS REPAIRING OR REMOVING SMALL AMOUNTS OF **ASBESTOS** MATERIALS



Asbestos could be in any home built or renovated before 1990. Thousands of different products remain hidden dangers in 1 in every 3 Australian homes including brick, weatherboard, fibro and clad homes, even apartments. It could be anywhere! Under floor coverings including carpets, linoleum and vinyl tiles, behind wall and floor tiles, in cement floors, internal and external walls, ceilings and ceiling space (insulation), eaves, garages, roofs, around hot water pipes, fences, extensions to homes, garages, outdoor toilets, backyard and farm structures, chook sheds and even dog kennels.

# WAS YOUR HOME OR ANY FARM STRUCTURES BUILT OR RENOVATED BEFORE 1990?

Before commencing any work around the home visit **asbestosawareness.com.au** for examples of products that might contain asbestos and learn where they might be located in your home and in other structures on your property.

If sealed, left undisturbed and in good condition, asbestos products don't pose a health risk. However, if disturbed fibres are released which can be inhaled and cause asbestos-related diseases.

- **ENSURE** all asbestos sheeting (fibro) is in good condition.
- SEAL asbestos sheeting (fibro) and corrugated asbestos (walls, fences and roofing) with good quality paint to prevent the release of fibres.
- CHECK from time to time to ensure the paint is still in good condition.







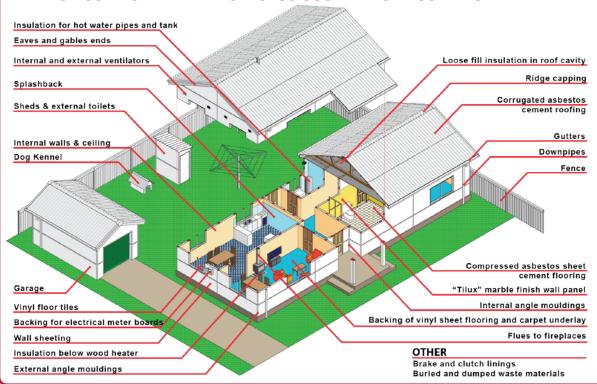






# 1 IN 3 AUSTRALIAN HOMES CONTAIN ASBESTOS!

DO YOU KNOW WHERE ASBESTOS COULD BE ON YOUR PROPERTY??















IDENTIFYING WHERE ASBESTOS MIGHT BE LOCATED ON PROPERTIES

Any structure that might be located in rural and regional properties may contain asbestos.

Prior to 1990, many homes were constructed from low-cost fibro (bonded asbestos cement sheeting) to meet the growing demand for housing including in rural and regional Australia.

During construction it was common practice for builders and labourers to bury broken pieces of asbestos materials on building sites which can now be exposed when digging, gardening or redeveloping properties or land.

Fibro was also commonly used in the 1950s and 1970s when building garages for the new family car; to build Dad's shed and when adding extensions to existing brick or weatherboard homes such as family rooms while 'weekenders' or 'shacks' in the bush and coastal communities were often built from fibro as low-cost holiday homes.

# WHAT ARE SOME OF THE STRUCTURES THAT MIGHT CONTAIN ASBESTOS?

In rural regions many farm structures were constructed from fibro as a cost-effective means of housing farm equipment and stock including sheds and barns. It was also widely used to construct 'sleep-out' additions to farmhouses, workers accommodation for shearers and farm-hands, outhouses, water tanks. Fibro was also commonly used to build community housing throughout much of regional Australia.

# WHAT ARE SOME OF THE ASBESTOS HAZARDS IN RURAL AND REGIONAL COMMUNITIES?

- Abandoned homes and farm structures that may be damaged, neglected and unpainted.
- Dumped asbestos materials.
- Naturally occurring asbestos.

#### WHAT IS NATURALLY OCCURRING ASBESTOS?

Rural communities also need to be aware of naturally occurring asbestos (NOA). All asbestos-containing materials are made using this mineral. NOA is not easy to recognise and can be found in some rocks and soils on or below the ground's surface so people working on the land or in rural communities need to be aware that naturally occurring asbestos could be uncovered.

#### WHAT DOES IT LOOK LIKE?

NOA can be any size and shape, and can be green, grey, yellow or white in colour and these variations make it difficult to identify. The only way to confirm if soil or rocks contain NOA is testing by a licensed asbestos assessor or an occupational hygienist.

NOTE: For information on what you need to know about managing NOA safely, contact your State or Territory Government.













# WHEN WORKING WITH ASBESTOS ON YOUR PROPERTY, FOLLOW THESE DO'S & DON'TS TO ENSURE YOU, YOUR FAMILY & WORKERS ARE SAFE

### **DO'S**

✓ **PLAN** your job in advance so you have all the necessary equipment on hand.

- ✓ WEAR Personal Protective Equipment (PPE) at all times.
- ✓ ENSURE no electrical wiring or electrical products are in the work area.
- ✓ PREPARE your equipment and work area before you start.
- ONLY wear old clothes under the coveralls. These should be disposed of when the job is completed.
- COVER removal area in 200um plastic drop sheets to catch any fibres, dust and debris.
- ✓ WET the area that contains asbestos using a gentle mist spray of water before commencement. Detergent added to the water helps improve absorption or a mix of 1 part PVA glue to 5 parts water will help bond the material to minimise any dust.
- ✓ **CONTINUE** wetting asbestos that is exposed If you can see it, wet it!
- ✓ **SPRAY** using a spray bottle to wet smaller areas.
- LOW-PRESSURE constant spray mist using a garden hose with a mist nozzle can be used to wet larger areas outdoors such as external walls or fences.
- ✓ **MINIMISE** the number of people in the work area.
- DECONTAMINATE yourself, the work area and equipment when work is completed.

# DON'TS

➤ NEVER CREATE dust.

- **NEVER BREAK** asbestos sheeting.
- **NEVER WORK** in windy conditions.
- ➤ NEVER USE POWER TOOLS OR EQUIPMENT that can produce dust.
- NEVER USE BROOMS OR BRUSHES except for sealing if using paint or a PVA glue solution.
- NEVER USE HIGH PRESSURE water spray on ANY asbestos product including walls, fences and roofing.
- NEVER USE HOUSEHOLD VACUUM CLEANERS.

  Only special H Class Asbestos vacuum cleaners are used by licenced removalists to collect dry asbestos dust and debris.

### WARNING

NEVER WORK ON DRY OR FRIABLE ASBESTOS.
FOR AREAS THAT CAN'T BE WET DOWN PRIOR
TO REMOVAL, ENGAGE A LICENCED ASBESTOS
REMOVALIST.

DO NOT WET ANY AREA THAT MAY CONTAIN ELECTRICAL WIRING OR EQUIPMENT THAT MAY BE CONNECTED TO ELECTRICITY SUCH AS HOUSEHOLD GOODS (FRIDGES), TOOLS ETC.

#### DON'T KNOW HOW TO IDENTIFY ASBESTOS-CONTAINING MATERIALS?

Visit asbestosawareness.com.au to view our online video, Asbestos In Your Home – The Ultimate Renovators Guide and search the Asbestos Products Database for examples of what to look for!

# ASBESTOS PERSONAL PROTECTIVE EQUIPMENT (PPE) FOR HOMEOWNERS

The purpose of wearing PPE when working with asbestos is to create a barrier between you and the fibres. There should be no tears or breaks in any PPE products. Remember, if products (such as coveralls) are damaged or torn, fibres can get in so any damaged or perished PPE must NOT be used and must be disposed of.

- **1. SUITABLE PPE** is made from materials that protect you and your clothes from fibres including coveralls, gloves, safety footwear, shoe covers, gloves and protective eyewear.
- 2. DISPOSABLE PPE can be used ONLY ONCE then must be disposed of safely just like any asbestos waste (see page 6).
- **3. IF YOU KNOW** your home contains asbestos, have an *Asbestos PPE Kit* and sealing paint on hand should it be required to make emergency repairs or seal asbestos safely if it becomes damaged.

# **ASPESTOS 'PPE KIT'**PERSONAL PROTECTION EQUIPMENT (PPE)

- **WEAR** all items listed in the PPE Kit whenever working with asbestos.
- ALL items in a disposable PPE Kit must be disposed of as ASBESTOS WASTE after use.

#### Wear the PPE in the following order:

Disposable coveralls
 Footwear
 Mask

3. Shoe covers 6. Protective eyewear

NOTE: ONLY WEAR old clothes under the coveralls. These should be disposed of with the coveralls after use.

#### **DISPOSABLE COVERALLS**

- Should be rated Type 5, Category 3.
- Be labelled for asbestos use.
- Be one size too big to prevent breaking or tearing when worn.
- Include a hood and elasticised cuffs.
- Cuffs should be pulled over the edge of gloves.
- If the cuffs of coverall arms are loose, seal them with tape to prevent fibres getting in.
- After the shoe covers are fitted, ensure the coverall legs then go over the top of shoe covers.
- After the mask and eyewear are fitted, ensure the hood goes over the mask straps and arms of eyewear, and covers all hair.

#### **FOOTWEAR & SHOE COVERS TO BE WORN OVER SHOES**

- **NEVER** wear boots or shoes with laces as they can't be decontaminated.
- GUMBOOTS are the best option as they are easily wiped clean and have no laces. Once cleaned appropriately they can be re-used for non-asbestos work.
- **SHOE COVERS** are worn OVER shoes and should cover all of the boot/shoe and be secured above the ankle.
- WHEN shoe covers are secured, pull the cuffs of the coverall legs down to cover the top of shoe covers.

#### **GLOVES**

- Use ONLY disposable Latex, Nitrile or neoprene gloves.
- Tuck under the cuffs of coveralls and tape the cuffs if loose.

#### MASK (RESPIRATORY PROTECTIVE EQUIPMENT)

- Your mask should be worn at all times when working with asbestos containing materials.
- Minimum P2 filter, half face disposable particulate respirator.
- Half face non-disposable particulate respirator with cartridge is preferred but it must be decontaminated after each use.
- The wearer must be clean shaven in the area of the seal.
- All respirators are different shapes and sizes so it's important that the size is correct to properly fit to the wearer's face.
- Ensure your mask fits perfectly by conducting a respirator fit check.
  - Close off inlet to filter with hands
  - Inhale gently
  - Hold for 10 seconds
  - Ensue the face piece remains slightly collapsed

#### PROTECTIVE EYEWEAR

- ALWAYS wear protective eyewear when working with materials that might produce dust.
- After fitting your mask, fit your eyewear and place the hood over the top of the mask straps and eyewear arms.









#### **EQUIPMENT CHECKLIST**

- ✓ ENSURE your PPE kit includes ALL items listed here.
- PLASTIC 200um in rolls for covering areas in the work space.

- ✓ **DUCT TAPE** for sealing bags and securely joining pieces of plastic from rolls.
- ✓ **WET WIPES** (preferred) or disposable cloths for decontaminating the area after the job is complete.
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- ✓ NON-ELECTRICAL tools for removal of fixings and materials if required.
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- **4. CLOSE** all doors and windows to prevent drafts.
- **5. TURN OFF** all heating or cooling systems including fans and air-conditioning.
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- 7. **BEFORE STARTING WORK** wear all your PPE gear!
- **8. KEEP** asbestos materials wet using a light mist spray.
- **9. AVOID** breaking asbestos materials during work.
- **10. DO NOT** leave the work area once work has commenced. If you must leave while work is underway, you must decontaminate yourself as per the following procedures and recommence work using new PPE.

### STEPS FOR DECONTAMINATION

# HOW TO SAFELY DOUBLE BAG AND SEAL ASBESTOS WASTE AND PPE

- 1. Carefully place asbestos materials in the 200um plastic bags or wrap using rolls of 200um plastic (drop sheets), seal using duct tape and label 'DANGER ASBESTOS WASTE'.
- **2.** Plastic bags containing asbestos should NOT be more than half full to prevent breaking and must be double bagged.
- **3.** Tightly twist the bag opening and fold over to form a 'goose neck'.
- **4.** Secure with heavy duty duct tape or similar to seal.
- **5.** Place each sealed bag inside a second plastic bag labelled **'DANGER ASBESTOS WASTE'** and seal as you did the first bag with duct tape. This is called 'double bagging'.
- **6.** If using rolls of 200um plastic, carefully wrap items and seal edges of plastic with duct tape. Repeat the process to double wrap materials.
- **7.** Whether using bags or rolls of 200um plastic, all materials must be double wrapped or double bagged, sealed with duct tape and labelled '**DANGER ASBESTOS WASTE**'.

### **IMPORTANT**

ALL MATERIALS MUST BE 'DOUBLE BAGGED' USING 200UM PLASTIC BAGS OR 'DOUBLE WRAPPED' USING 200UM PLASTIC ROLLS, SEALED WITH DUCT TAPE AND LABELLED 'DANGER ASBESTOS WASTE' BEFORE BEING REMOVED FROM THE WORK AREA FOR APPROPRIATE DISPOSAL.

YOU MUST CONTINUE TO WEAR YOUR PPE THROUGHOUT THIS PROCESS.

**REMOVE YOUR MASK LAST!** 

#### **DECONTAMINATING THE WORK AREA**

- **1.** Carefully wrap plastic drop sheets and double bag or wrap.
- **2.** Use wet wipes or wet disposable cloths to wipe away any dust from surfaces or tools.
  - Wet wipes/cloths should be used ONCE ONLY.
  - Wet wipes/cloths should be used flat (not wadded).
  - If using cloths, use the bucket of water to wet cloths before use.
  - Never rinse cloths in water and reuse.
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- **3.** Carefully wet wipe surfaces and all hand tools or equipment including the bucket. If tools aren't able to be decontaminated they should be discarded as 'ASBESTOS WASTE' or double bagged for later use but ONLY when wearing PPE.
- **4.** Wet wipe the outside of bags before removing bags from the work area.

#### PERSONAL DECONTAMINATION

- **1.** Remove any visible asbestos dust from protective clothing by wet wiping with clean, wet wipes/cloths and place a 200um plastic bag.
- **2.** Carefully remove shoe covers, gloves and coveralls and place in a 200um plastic bag.
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- **4.** Wipe down the outside of all bags with wet wipes/cloths and place in a plastic bag.
- **5.** Remove mask last and place in a 200um plastic bag and seal using the double bag method.
- **6.** Remove old clothing and double bag as you did the other disposable items.
- **7.** Seal all plastic bags using duct tape and the double bag method.
- **8.** Wash hands, nails, face and head thoroughly with soapy water.
- **9.** Shower and wash hair to complete personal decontamination.

### **IMPORTANT**

WHEN DECONTAMINATING YOURSELF, ALL ITEMS MUST BE DOUBLE BAGGED, SEALED WITH DUCT TAPE AND DISPOSED OF AS ASBESTOS WASTE AS PER THE ABOVE.

#### SAFE DISPOSAL OF ASBESTOS WASTE - Whatever you do, DON'T dump it!

- It is IMPORTANT that ALL PPE and materials used when removing or repairing asbestos are disposed of as ASBESTOS WASTE.
- Not all waste centres accept asbestos waste. Check with Council for your nearest authorised asbestos waste disposal centre.

# ALWAYS MANAGE ASBESTOS SAFELY!





DON'T CUT IT!
DON'T DRILL IT!
DON'T DROP IT!
DON'T SAND IT!
DON'T SAW IT!
DON'T SCRAPE IT!
DON'T SCRUB IT!
DON'T DISMANTLE IT!
DON'T TIP IT!
DON'T WATERBLAST IT!
DON'T DEMOLISH IT!
AND WHATEVER YOU DO...

DON'T DUMP IT!

WHEN IT COMES TO ASBESTOS:

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it's not worth the risk!

# IT IS RECOMMENDED THAT ONLY LICENCED ASBESTOS REMOVALISTS REMOVE ASBESTOS-CONTAINING MATERIALS.

- There are 2 types of Asbestos Removal Licences: Class A and Class B.
  - Class A Licence can remove all types of asbestos including Friable (crumbly material).
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- Regulations about asbestos removal vary from state-to-state. Visit **asbestosawareness.com.au** to ensure you follow regulations.



For more information visit asbestosawareness.com.au

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# **ELECTRICIANS**



# **RESIDENTIAL ASBESTOS**Checklist for Tradies



| Date visually inspected | Name of property owner |       |
|-------------------------|------------------------|-------|
| Address                 |                        |       |
|                         |                        | Phone |

#### WHAT DO YOU KNOW ABOUT THE PROPERTY?

To help determine if asbestos is likely to be present in a property, circle the answers to the following:

- Was the home constructed before 1990 (if known)? Yes / No
- What is the main material the home is made of? Brick / Weatherboard / Fibro / Clad
- Are there any additions or extensions to the building? Yes / No If Yes, what year?\_\_\_\_\_
- Were there any known renovations conducted before 1990? Yes / No
- Are there additional buildings or structures on the site that may contain asbestos such as dog kennels, garages, carports, outdoor toilets or backyard sheds? Yes / No

REMEMBER:

YOU ARE CONDUCTING A VISUAL INSPECTION ONLY. DO NOT DISTURB ANY MATERIAL THAT MAY BE ASBESTOS. IF A SAMPLE OF MATERIAL IS TO BE TESTED, CONTACT A LICENCED ASBESTOS ASSESSOR OR OCCUPATIONAL HYGIENIST.

#### HOW TO CONDUCT A VISUAL ASBESTOS INSPECTION OF A RESIDENTIAL PROPERTY

#### **STEP 1: COUNCIL**

Check with Council or State and Territory Government if you need to maintain a formal Asbestos Register and Management Plan or if the property may have been affected by loose-fill asbestos (Mr Fluffy) if in NSW or the ACT.

#### STEP 2: WHAT TO LOOK FOR

Visit asbestosawareness.com.au to view:

- The 20 Point Safety Checklist for Tradies
- 'Asbestos In Your Home The Ultimate Renovators Guide' and.
- 'Asbestos Product Database' to familiarise yourself with the products that may contain asbestos.

#### **STEP 3: EXTERNAL**

Start in the front yard of the property. Walk around the yard looking at the various Checklist locations.

#### **STEP 4: INTERNAL**

Start at the front door. Walk through the home, one room at a time looking at Checklist locations. If you think something may be asbestos, TICK the box 'May Be Asbestos' (MBA). If asbestos 'Requires Repairs' or is in need of paint or is broken, CROSS the box RR.

#### **STEP 5: WET AREAS & HEATING**

Asbestos products were commonly used in wet areas and with wood-fuelled heating so pay particular attention to kitchens, bathrooms, laundries and fireplaces. If you think something may be asbestos, tick the MBA box.

If it 'Requires Repairs', is in need of paint or is broken, CROSS the box RR.

| EXTERNAL PROPERTY                    | MBA<br>(Tick) | RR<br>(Cross) |
|--------------------------------------|---------------|---------------|
| External walls                       | $\checkmark$  | ×             |
| External angle moldings (on corners) | $\checkmark$  |               |
| Joinery strips (to cover joins)      |               |               |

#### DANGER

DO NOT ENTER CEILING SPACE OR SUBFLOOR AREAS OF PROPERTIES LOCATED IN COUNCIL REGIONS THAT HAVE BEEN IDENTIFIED AS LOOSE-FILL REGIONS.

To check if your residential worksite is located in an affected area, contact the Council, NSW Fair Trading or the A.C.T. Government.











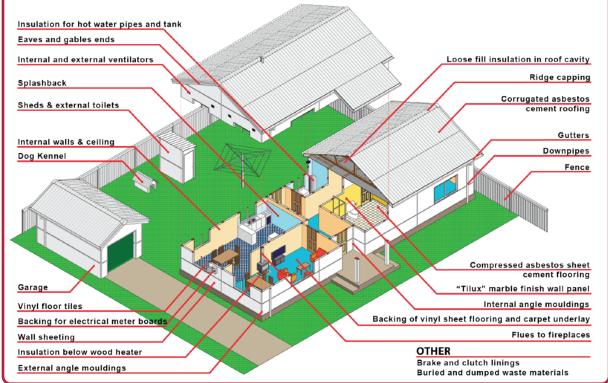






# 1 IN 3 AUSTRALIAN HOMES CONTAIN ASBESTOS!

DO YOU KNOW WHERE ASBESTOS COULD BE IN RESIDENTIAL PROPERTIES?















#### **EXTERNAL HOME CHECKLIST**

| EXTERNAL PROPERTY  | MBA<br>(Tick) | RR<br>(Cross) |
|--|---------------|---------------|
| External walls (asbestos cement (AC) sheeting, corrugated, artificial brick) |               |               |
| External angle moldings (on corners)   |               |               |
| Joinery strips (to cover joins)  |               |               |
| Architrave around doors and windows  |               |               |
| Roof   |               |               |
| Roof capping   |               |               |
| Guttering  |               |               |
| Downpipes  |               |               |
| Eaves and gables   |               |               |
| External ventilation outlets   |               |               |
| Walls of extension to property   |               |               |
| Cement slabs   |               |               |
| In cement flooring   |               |               |
| Insulation for hot water pipes and tanks                                     |               |               |
| Electrical meter boards incl. ceramic fuses                                  |               |               |
| Formwork of cement slabs   |               |               |
| Sealants in air conditioning ducting joins                                   |               |               |



| HEATING & COOLING                          | MBA<br>(Tick) | RR<br>(Cross) |
|--|---------------|---------------|
| Gussets in ducted air-conditioning systems |               |               |
| Fireplace, flues                           |               |               |
| Hot water eyetem                           |               |               |



| SUBFLOOR SPACE                     | MBA<br>(Tick) | RR<br>(Cross) |
|------------------------------------|---------------|---------------|
| Broken pieces of asbestos sheeting |               |               |
| Lagging around hot water pipes     |               |               |

| FENCING     | MBA<br>(Tick) | RR<br>(Cross) |
|-------------|---------------|---------------|
| Front fence |               |               |
| Left fence  |               |               |
| Right fence |               |               |
| Rear fence  |               |               |
| Other       |               |               |



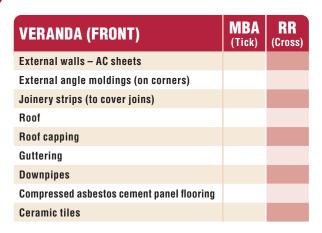
| EXTENSION OR GRANNY FLAT             | MBA<br>(Tick) | RR<br>(Cross) |
|--------------------------------------|---------------|---------------|
| External walls                       |               |               |
| External angle moldings (on corners) |               |               |
| Joinery strips (to cover joins)      |               |               |
| Roof                                 |               |               |
| Roof capping                         |               |               |
| Guttering                            |               |               |
| Downpipes                            |               |               |
| Eaves and gables                     |               |               |
| External ventilation outlets         |               |               |
| Floor covering                       |               |               |
| Kitchenette                          |               |               |
| Fireplace                            |               |               |
| Bathroom                             |               |               |
| Laundry                              |               |               |



#### IMPORTANT

DO NOT ENTER CEILING SPACE OR SUBFLOOR AREAS IF A HOME IS LOCATED IN A COUNCIL REGION THAT HAS BEEN IDENTIFIED AS A LOOSE-FILL REGION.

To check if your site is located in an affected area, contact the Council, NSW Fair Trading or the A.C.T. Government.



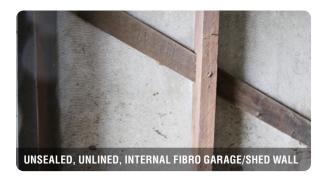
| VERANDA (REAR)                            | MBA<br>(Tick) | RR<br>(Cross) |
|---|---------------|---------------|
| External walls – AC sheets                |               |               |
| External angle moldings (on corners)      |               |               |
| Joinery strips (to cover joins)           |               |               |
| Roof                                      |               |               |
| Roof capping                              |               |               |
| Guttering                                 |               |               |
| Downpipes                                 |               |               |
| Compressed asbestos cement panel flooring |               |               |
| Ceramic tiles                             |               |               |
| Cement                                    |               |               |



| ADDITIONAL STRUCTURES  | MBA<br>(Tick) | RR<br>(Cross) |
|--|---------------|---------------|
| Outside toilet   |               |               |
| Outside laundry or laundry extension   |               |               |
| Garden sheds   |               |               |
| Dad's shed   |               |               |
| Dog kennel or other domestic animal shelter such as rabbit hutch             |               |               |
| Chook pens   |               |               |
| Pigeon houses  |               |               |
| Stable or other stock housing  |               |               |
| Machinery sheds  |               |               |
| Water tanks – the cover as well as the exterior and walls covering the peers |               |               |
| Walls or cement flooring of greenhouse                                       |               |               |
| Other  |               |               |



| GARAGE OR CARPORT  | MBA<br>(Tick) | RR<br>(Cross) |
|--|---------------|---------------|
| External walls   |               |               |
| Roof   |               |               |
| Roof capping   |               |               |
| Guttering  |               |               |
| Downpipes  |               |               |
| Eaves and gables   |               |               |
| External and internal ventilation outlets                      |               |               |
| Internal walls, ceiling.                                       |               |               |
| Floorcoverings such as: vinyl tiles or sheeting, ceramic tiles |               |               |



| OTHER EXTERNAL PLACES        | MBA<br>(Tick) | RR<br>(Cross) |
|------------------------------|---------------|---------------|
| Cement slabs                 |               |               |
| Under houses                 |               |               |
| Stored behind sheds          |               |               |
| In the ground or garden beds |               |               |
| Formwork for garden beds     |               |               |

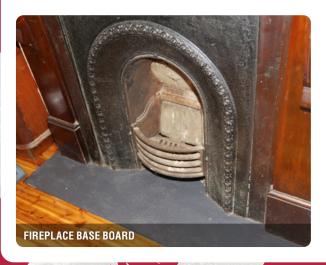


#### **INTERNAL**

| FRONT ENTRY & HALLWAYS  | MBA<br>(Tick) | RR<br>(Cross) |
|---|---------------|---------------|
| Walls   |               |               |
| Ceiling   |               |               |
| Architrave around doorways and windows  |               |               |
| Cornices or moldings  |               |               |
| Joinery strips in walls   |               |               |
| Internal ventilation outlets  |               |               |
| Behind wall paper (sometimes used to disguise asbestos wall sheeting)                                 |               |               |
| Floor coverings – carpet, tiles, lino, vinyl  |               |               |
| Wall caulking and jointing compounds<br>(used like putty), plastic cornice<br>adhesives and sealants. |               |               |



| LIVING ROOM   | MBA<br>(Tick) | RR<br>(Cross) |
|---|---------------|---------------|
| Walls   |               |               |
| Ceiling   |               |               |
| Architrave around doorways and windows                                |               |               |
| Cornices or moldings  |               |               |
| Joinery strips in walls   |               |               |
| Internal ventilation outlets  |               |               |
| Behind wall paper (sometimes used to disguise asbestos wall sheeting) |               |               |
| Floor coverings – carpet, tiles, lino, vinyl                          |               |               |
| Fireplace   |               |               |



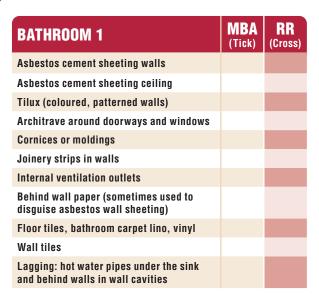


| DINING ROOM   | MBA<br>(Tick) | RR<br>(Cross) |
|---|---------------|---------------|
| Walls   |               |               |
| Ceiling   |               |               |
| Architrave around doorways and windows                                |               |               |
| Cornices or moldings  |               |               |
| Joinery strips in walls   |               |               |
| Internal ventilation outlets  |               |               |
| Behind wall paper (sometimes used to disguise asbestos wall sheeting) |               |               |
| Floor coverings – carpet, tiles, lino, vinyl                          |               |               |
| Fireplace   |               |               |





| FAMILY/RUMPUS/EXTENSION   | MBA<br>(Tick) | RR<br>(Cross) |
|---|---------------|---------------|
| Walls   |               |               |
| Ceiling   |               |               |
| Architrave around doorways and windows                                |               |               |
| Cornices or moldings  |               |               |
| Joinery strips in walls   |               |               |
| Internal ventilation outlets  |               |               |
| Behind wall paper (sometimes used to disguise asbestos wall sheeting) |               |               |
| Floor coverings – carpet, tiles, lino, vinyl                          |               |               |
| Fireplace   |               |               |



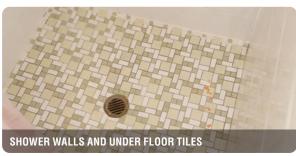
| BATHROOM 2  | MBA<br>(Tick) | RR<br>(Cross) |
|---|---------------|---------------|
| Asbestos cement sheeting walls  |               |               |
| Asbestos cement sheeting ceiling  |               |               |
| Tilux (coloured, patterned walls)   |               |               |
| Architrave around doorways and windows                                    |               |               |
| Cornices or moldings  |               |               |
| Joinery strips in walls   |               |               |
| Internal ventilation outlets  |               |               |
| Behind wall paper (sometimes used to disguise asbestos wall sheeting)     |               |               |
| Floor tiles, bathroom carpet lino, vinyl                                  |               |               |
| Wall tiles  |               |               |
| Lagging: hot water pipes under the sink and behind walls in wall cavities |               |               |





NOTE: OTHER THAN WALLS AND CEILINGS, WET AND HEAT AREAS ARE THE MOST COMMON PLACES TO FIND ASBESTOS-CONTAINING PRODUCTS INSIDE THE HOME.





| KITCHEN   | MBA    | RR      |
|---|--------|---------|
| Walls   | (Tick) | (Cross) |
| Ceiling   |        |         |
| Architrave around doorways and windows  |        |         |
| •   |        |         |
| Cornices or moldings including angle moldings and adhesives   |        |         |
| Joinery strips in walls   |        |         |
| Internal ventilation outlets  |        |         |
| Behind wall paper (sometimes used to disguise asbestos wall sheeting). Wall papering was common in the 70s and 80s.             |        |         |
| Floor coverings may include: lino, vinyl<br>floor tiles and ceramic tiles. (fibro sheet-<br>ing sometimes used to level floors) |        |         |
| Wall tiles  |        |         |
| Tilux splashbacks   |        |         |
| In older kitchens: Laminate benchtops<br>(Formica) and sometimes vinyl sheeting<br>lining cupboard shelves.                     |        |         |
| Asbestos cement sheeting under Vinyl floor coverings  |        |         |
| Oven door seals   |        |         |
| Fire Blankets   |        |         |
| Wall tiles usually above sink   |        |         |
| Flue in fuel stove  |        |         |
| Lagging (insulation): hot water pipes under the sink and behind walls in wall cavities  |        |         |
| Exhaust canopy over stove (asbestos lagging and/or asbestos cement sheeting   |        |         |



surround

| LAUNDRY   | MBA<br>(Tick) | RR<br>(Cross) |
|---|---------------|---------------|
| Asbestos cement sheeting walls  |               |               |
| Asbestos cement sheeting ceiling  |               |               |
| Tilux (coloured, patterned walls)   |               |               |
| Architrave around doorways and windows  |               |               |
| Cornices or moldings  |               |               |
| Joinery strips in walls   |               |               |
| Internal ventilation outlets  |               |               |
| Unlined walls (if exterior wall is fibro and timber framework is visible, the inside walls should be enclosed or sealed with paint) |               |               |
| Floor tiles, lino, vinyl  |               |               |
| Wall tiles (usually above sinks)  |               |               |
| Lagging: hot water pipes under the sink and behind walls in wall cavities   |               |               |

| 1                 |                      |  |
|-------------------|----------------------|--|
| TILES & WALLS: GL | UE AND BACKING BOARD |  |

| SUNROOM   | MBA<br>(Tick) | RR<br>(Cross) |
|---|---------------|---------------|
| Walls   |               |               |
| Ceiling   |               |               |
| Architrave around doorways and windows                                |               |               |
| Cornices or moldings  |               |               |
| Joinery strips in walls   |               |               |
| Internal ventilation outlets  |               |               |
| Behind wall paper (sometimes used to disguise asbestos wall sheeting) |               |               |
| Floor coverings – carpet, tiles, lino, vinyl                          |               |               |
| Fireplace   |               |               |





| BEDROOM 1   | MBA<br>(Tick) | RR<br>(Cross) |
|---|---------------|---------------|
| Walls   |               |               |
| Ceiling   |               |               |
| Architrave around doorways and windows                                |               |               |
| Cornices or moldings  |               |               |
| Joinery strips in walls   |               |               |
| Internal ventilation outlets  |               |               |
| Behind wall paper (sometimes used to disguise asbestos wall sheeting) |               |               |
| Floor coverings – carpet, tiles, lino, vinyl                          |               |               |
| Fireplace   |               |               |

| BEDROOM 2   | MBA<br>(Tick) | RR<br>(Cross) |
|---|---------------|---------------|
| Walls   |               |               |
| Ceiling   |               |               |
| Architrave around doorways and windows                                |               |               |
| Cornices or moldings  |               |               |
| Joinery strips in walls   |               |               |
| Internal ventilation outlets  |               |               |
| Behind wall paper (sometimes used to disguise asbestos wall sheeting) |               |               |
| Floor coverings – carpet, tiles, lino, vinyl                          |               |               |
| Fireplace   |               |               |



| BEDROOM 3   | MBA<br>(Tick) | RR<br>(Cross) |
|---|---------------|---------------|
| Walls   |               |               |
| Ceiling   |               |               |
| Architrave around doorways and windows                                |               |               |
| Cornices or moldings  |               |               |
| Joinery strips in walls   |               |               |
| Internal ventilation outlets  |               |               |
| Behind wall paper (sometimes used to disguise asbestos wall sheeting) |               |               |
| Floor coverings – carpet, tiles, lino, vinyl                          |               |               |
| Fireplace   |               |               |

| BEDROOM 4   | MBA<br>(Tick) | RR<br>(Cross) |
|---|---------------|---------------|
| Walls   |               |               |
| Ceiling   |               |               |
| Architrave around doorways and windows                                |               |               |
| Cornices or moldings  |               |               |
| Joinery strips in walls   |               |               |
| Internal ventilation outlets  |               |               |
| Behind wall paper (sometimes used to disguise asbestos wall sheeting) |               |               |
| Floor coverings – carpet, tiles, lino, vinyl                          |               |               |
| Fireplace   |               |               |

| OTHER   | MBA<br>(Tick) | RR<br>(Cross) |
|---|---------------|---------------|
| Walls   |               |               |
| Ceiling   |               |               |
| Architrave around doorways and windows                                |               |               |
| Cornices or moldings  |               |               |
| Joinery strips in walls   |               |               |
| Internal ventilation outlets  |               |               |
| Behind wall paper (sometimes used to disguise asbestos wall sheeting) |               |               |
| Floor coverings – carpet, tiles, lino, vinyl                          |               |               |
| Fireplace   |               |               |

REMEMBER:

When doing minor repairs or maintenance refer to Fact Sheets available from <u>asbestosawareness.com.au</u> For major repairs or removal of asbestos materials, ONLY use licenced asbestos removalists because it's not worth the risk!

#### **Additional Items**

| ITEM | LOCATION | MBA<br>(Tick) | RR<br>(Cross) |
|------|----------|---------------|---------------|
|      |          |               |               |
|      |          |               |               |
|      |          |               |               |
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|      |          |               |               |

Need more space? Visit asbestosawareness.com.au to download additional blank tables.

# ThinkSmart.ThinkSafe.Think asbestosawareness.com.au

it's not worth the risk!





# **Residential Checklist for Tradies**



### **Additional Items**

| ITEM | LOCATION | MBA RR (Tick) (Cross) |
|------|----------|-----------------------|
|      |          |                       |
|      |          |                       |
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|      |          |                       |
|      |          |                       |





# **Residential Checklist for Homeowners**



| Additional Items | LOCATION | MBA RR<br>(Tick) (Cross) |
|------------------|----------|--------------------------|
| III EW           | LOCATION | (Tick) (Cross)           |
|                  |          |                          |
|                  |          |                          |
|                  |          |                          |
|                  |          |                          |
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|                  |          |                          |
|                  |          |                          |





### **TOTAL PROPERTY CHECKLIST**



# **RESIDENTIAL ASBESTOS**Checklist for Tradies



| Date visually inspected | Name of property owner |
|-------------------------|------------------------|
| Address                 |                        |
|                         | Phone                  |

#### WHAT DO YOU KNOW ABOUT THE PROPERTY?

To help determine if asbestos is likely to be present in a property, circle the answers to the following:

- Was the home constructed before 1990 (if known)? Yes / No
- What is the main material the home is made of? Brick / Weatherboard / Fibro / Clad
- Are there any additions or extensions to the building? Yes / No If Yes, what year? \_\_\_\_\_
- Were there any known renovations conducted before 1990? Yes / No
- Are there additional buildings or structures on the site that may contain asbestos such as dog kennels, garages, carports, outdoor toilets or backyard sheds? Yes / No

REMEMBER:

YOU ARE CONDUCTING A VISUAL INSPECTION ONLY. DO NOT DISTURB ANY MATERIAL THAT MAY BE ASBESTOS. IF A SAMPLE OF MATERIAL IS TO BE TESTED, CONTACT A LICENCED ASBESTOS ASSESSOR OR OCCUPATIONAL HYGIENIST.

#### HOW TO CONDUCT A VISUAL ASBESTOS INSPECTION OF A RESIDENTIAL PROPERTY

#### **STEP 1: COUNCIL**

Check with Council or State and Territory Government if you need to maintain a formal Asbestos Register and Management Plan or if the property may have been affected by loose-fill asbestos (Mr Fluffy) if in NSW or the ACT.

#### **STEP 2: WHAT TO LOOK FOR**

Visit asbestosawareness.com.au to view:

- The 20 Point Safety Checklist for Tradies
- 'Asbestos In Your Home The Ultimate Renovators Guide' and.
- 'Asbestos Product Database' to familiarise yourself with the products that may contain asbestos.

#### **STEP 3: EXTERNAL**

Start in the front yard of the property. Walk around the yard looking at the various Checklist locations.

#### **STEP 4: INTERNAL**

Start at the front door. Walk through the home, one room at a time looking at Checklist locations. If you think something may be asbestos, TICK the box 'May Be Asbestos' (MBA). If asbestos 'Requires Repairs' or is in need of paint or is broken, CROSS the box RR.

#### **STEP 5: WET AREAS & HEATING**

Asbestos products were commonly used in wet areas and with wood-fuelled heating so pay particular attention to kitchens, bathrooms, laundries and fireplaces. If you think something may be asbestos, tick the MBA box.

| V | If you think something | 'Might Be Asbestos', | TICK the box MBA |
|---|------------------------|----------------------|------------------|

If it 'Requires Repairs', is in need of paint or is broken, CROSS the box RR.

| EXTERNAL PROPERTY                    | MBA<br>(Tick) | RR<br>(Cross) |
|--------------------------------------|---------------|---------------|
| External walls                       | $\checkmark$  | ×             |
| External angle moldings (on corners) | $\checkmark$  |               |
| Joinery strips (to cover joins)      |               |               |

#### DANGER

DO NOT ENTER CEILING SPACE OR SUBFLOOR AREAS OF PROPERTIES LOCATED IN COUNCIL REGIONS THAT HAVE BEEN IDENTIFIED AS LOOSE-FILL REGIONS.

To check if your residential worksite is located in an affected area, contact the Council, NSW Fair Trading or the A.C.T. Government.









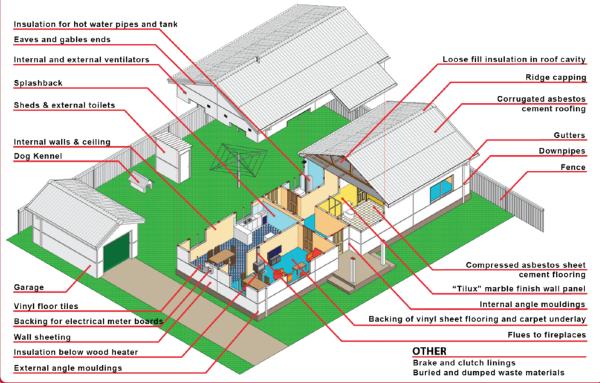






### 1 IN 3 AUSTRALIAN HOMES CONTAIN ASBESTOS!

O YOU KNOW WHERE ASBESTOS COULD BE IN RESIDENTIAL PROPERTIES?















#### **EXTERNAL HOME CHECKLIST**

| EXTERNAL PROPERTY  | MBA<br>(Tick) | RR<br>(Cross) |
|--|---------------|---------------|
| External walls (asbestos cement (AC) sheeting, corrugated, artificial brick) |               |               |
| External angle moldings (on corners)   |               |               |
| Joinery strips (to cover joins)  |               |               |
| Architrave around doors and windows  |               |               |
| Roof   |               |               |
| Roof capping   |               |               |
| Guttering  |               |               |
| Downpipes  |               |               |
| Eaves and gables   |               |               |
| External ventilation outlets   |               |               |
| Walls of extension to property   |               |               |
| Cement slabs   |               |               |
| In cement flooring   |               |               |
| Insulation for hot water pipes and tanks                                     |               |               |
| Electrical meter boards incl. ceramic fuses                                  |               |               |
| Formwork of cement slabs   |               |               |
| Sealants in air conditioning ducting joins                                   |               |               |



| HEATING & COOLING                          | MBA<br>(Tick) | RR<br>(Cross) |
|--|---------------|---------------|
| Gussets in ducted air-conditioning systems |               |               |
| Fireplace, flues                           |               |               |
| Hot water system                           |               |               |



| SUBFLOOR SPACE                     | MBA<br>(Tick) | RR<br>(Cross) |
|------------------------------------|---------------|---------------|
| Broken pieces of asbestos sheeting |               |               |
| Lagging around hot water pipes     |               |               |

| FENCING     | MBA<br>(Tick) | RR<br>(Cross) |
|-------------|---------------|---------------|
| Front fence |               |               |
| Left fence  |               |               |
| Right fence |               |               |
| Rear fence  |               |               |
| Other       |               |               |



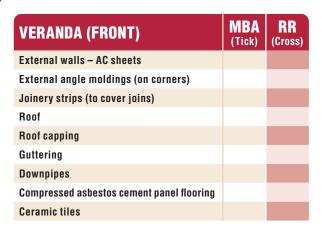
| EXTENSION OR GRANNY FLAT             | MBA<br>(Tick) | RR<br>(Cross) |
|--------------------------------------|---------------|---------------|
| External walls                       |               |               |
| External angle moldings (on corners) |               |               |
| Joinery strips (to cover joins)      |               |               |
| Roof                                 |               |               |
| Roof capping                         |               |               |
| Guttering                            |               |               |
| Downpipes                            |               |               |
| Eaves and gables                     |               |               |
| External ventilation outlets         |               |               |
| Floor covering                       |               |               |
| Kitchenette                          |               |               |
| Fireplace                            |               |               |
| Bathroom                             |               |               |
| Laundry                              |               |               |



#### IMPORTANT

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To check if your site is located in an affected area, contact the Council, NSW Fair Trading or the A.C.T. Government.



| VERANDA (REAR)                            | MBA<br>(Tick) | RR<br>(Cross) |
|---|---------------|---------------|
| External walls – AC sheets                |               |               |
| External angle moldings (on corners)      |               |               |
| Joinery strips (to cover joins)           |               |               |
| Roof                                      |               |               |
| Roof capping                              |               |               |
| Guttering                                 |               |               |
| Downpipes                                 |               |               |
| Compressed asbestos cement panel flooring |               |               |
| Ceramic tiles                             |               |               |
| Cement                                    |               |               |



| ADDITIONAL STRUCTURES  | MBA<br>(Tick) | RR<br>(Cross) |
|--|---------------|---------------|
| Outside toilet   |               |               |
| Outside laundry or laundry extension   |               |               |
| Garden sheds   |               |               |
| Dad's shed   |               |               |
| Dog kennel or other domestic animal shelter such as rabbit hutch             |               |               |
| Chook pens   |               |               |
| Pigeon houses  |               |               |
| Stable or other stock housing  |               |               |
| Machinery sheds  |               |               |
| Water tanks – the cover as well as the exterior and walls covering the peers |               |               |
| Walls or cement flooring of greenhouse                                       |               |               |
| Other  |               |               |



| GARAGE OR CARPORT  | MBA<br>(Tick) | RR<br>(Cross) |
|--|---------------|---------------|
| External walls   |               |               |
| Roof   |               |               |
| Roof capping   |               |               |
| Guttering  |               |               |
| Downpipes  |               |               |
| Eaves and gables   |               |               |
| External and internal ventilation outlets                      |               |               |
| Internal walls, ceiling.                                       |               |               |
| Floorcoverings such as: vinyl tiles or sheeting, ceramic tiles |               |               |



| OTHER EXTERNAL PLACES        | MBA<br>(Tick) | RR<br>(Cross) |
|------------------------------|---------------|---------------|
| Cement slabs                 |               |               |
| Under houses                 |               |               |
| Stored behind sheds          |               |               |
| In the ground or garden beds |               |               |
| Formwork for garden beds     |               |               |



#### **INTERNAL**

| FRONT ENTRY & HALLWAYS  | MBA<br>(Tick) | RR<br>(Cross) |
|---|---------------|---------------|
| Walls   |               |               |
| Ceiling   |               |               |
| Architrave around doorways and windows  |               |               |
| Cornices or moldings  |               |               |
| Joinery strips in walls   |               |               |
| Internal ventilation outlets  |               |               |
| Behind wall paper (sometimes used to disguise asbestos wall sheeting)                                 |               |               |
| Floor coverings – carpet, tiles, lino, vinyl  |               |               |
| Wall caulking and jointing compounds<br>(used like putty), plastic cornice<br>adhesives and sealants. |               |               |



| LIVING ROOM   | MBA<br>(Tick) | RR<br>(Cross) |
|---|---------------|---------------|
| Walls   |               |               |
| Ceiling   |               |               |
| Architrave around doorways and windows                                |               |               |
| Cornices or moldings  |               |               |
| Joinery strips in walls   |               |               |
| Internal ventilation outlets  |               |               |
| Behind wall paper (sometimes used to disguise asbestos wall sheeting) |               |               |
| Floor coverings – carpet, tiles, lino, vinyl                          |               |               |
| Fireplace   |               |               |



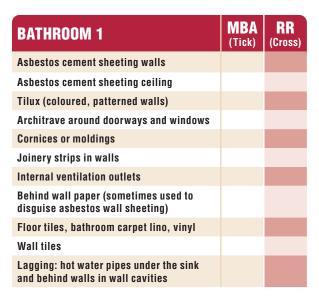


| DINING ROOM   | MBA<br>(Tick) | RR<br>(Cross) |
|---|---------------|---------------|
| Walls   |               |               |
| Ceiling   |               |               |
| Architrave around doorways and windows                                |               |               |
| Cornices or moldings  |               |               |
| Joinery strips in walls   |               |               |
| Internal ventilation outlets  |               |               |
| Behind wall paper (sometimes used to disguise asbestos wall sheeting) |               |               |
| Floor coverings – carpet, tiles, lino, vinyl                          |               |               |
| Fireplace   |               |               |
|   |               |               |





| FAMILY/RUMPUS/EXTENSION   | MBA<br>(Tick) | RR<br>(Cross) |
|---|---------------|---------------|
| Walls   |               |               |
| Ceiling   |               |               |
| Architrave around doorways and windows                                |               |               |
| Cornices or moldings  |               |               |
| Joinery strips in walls   |               |               |
| Internal ventilation outlets  |               |               |
| Behind wall paper (sometimes used to disguise asbestos wall sheeting) |               |               |
| Floor coverings – carpet, tiles, lino, vinyl                          |               |               |
| Fireplace   |               |               |



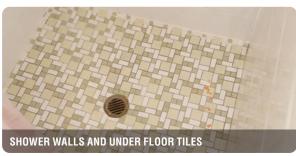
| BATHROOM 2  | MBA<br>(Tick) | RR<br>(Cross) |
|---|---------------|---------------|
| Asbestos cement sheeting walls  |               |               |
| Asbestos cement sheeting ceiling  |               |               |
| Tilux (coloured, patterned walls)   |               |               |
| Architrave around doorways and windows                                    |               |               |
| Cornices or moldings  |               |               |
| Joinery strips in walls   |               |               |
| Internal ventilation outlets  |               |               |
| Behind wall paper (sometimes used to disguise asbestos wall sheeting)     |               |               |
| Floor tiles, bathroom carpet lino, vinyl                                  |               |               |
| Wall tiles  |               |               |
| Lagging: hot water pipes under the sink and behind walls in wall cavities |               |               |





NOTE: OTHER THAN WALLS AND CEILINGS, WET AND HEAT AREAS ARE THE MOST COMMON PLACES TO FIND ASBESTOS-CONTAINING PRODUCTS INSIDE THE HOME.





| KITCHEN   | MBA    | RR      |
|---|--------|---------|
| Walls   | (Tick) | (Cross) |
| Ceiling   |        |         |
| Architrave around doorways and windows  |        |         |
| •   |        |         |
| Cornices or moldings including angle moldings and adhesives   |        |         |
| Joinery strips in walls   |        |         |
| Internal ventilation outlets  |        |         |
| Behind wall paper (sometimes used to disguise asbestos wall sheeting). Wall papering was common in the 70s and 80s.             |        |         |
| Floor coverings may include: lino, vinyl<br>floor tiles and ceramic tiles. (fibro sheet-<br>ing sometimes used to level floors) |        |         |
| Wall tiles  |        |         |
| Tilux splashbacks   |        |         |
| In older kitchens: Laminate benchtops<br>(Formica) and sometimes vinyl sheeting<br>lining cupboard shelves.                     |        |         |
| Asbestos cement sheeting under Vinyl floor coverings  |        |         |
| Oven door seals   |        |         |
| Fire Blankets   |        |         |
| Wall tiles usually above sink   |        |         |
| Flue in fuel stove  |        |         |
| Lagging (insulation): hot water pipes under the sink and behind walls in wall cavities  |        |         |
| Exhaust canopy over stove (asbestos lagging and/or asbestos cement sheeting   |        |         |



surround

| LAUNDRY   | MBA<br>(Tick) | RR<br>(Cross) |
|---|---------------|---------------|
| Asbestos cement sheeting walls  |               |               |
| Asbestos cement sheeting ceiling  |               |               |
| Tilux (coloured, patterned walls)   |               |               |
| Architrave around doorways and windows  |               |               |
| Cornices or moldings  |               |               |
| Joinery strips in walls   |               |               |
| Internal ventilation outlets  |               |               |
| Unlined walls (if exterior wall is fibro and timber framework is visible, the inside walls should be enclosed or sealed with paint) |               |               |
| Floor tiles, lino, vinyl  |               |               |
| Wall tiles (usually above sinks)  |               |               |
| Lagging: hot water pipes under the sink and behind walls in wall cavities   |               |               |

| 1                 |                      |  |
|-------------------|----------------------|--|
| TILES & WALLS: GL | UE AND BACKING BOARD |  |

| SUNROOM   | MBA<br>(Tick) | RR<br>(Cross) |
|---|---------------|---------------|
| Walls   |               |               |
| Ceiling   |               |               |
| Architrave around doorways and windows                                |               |               |
| Cornices or moldings  |               |               |
| Joinery strips in walls   |               |               |
| Internal ventilation outlets  |               |               |
| Behind wall paper (sometimes used to disguise asbestos wall sheeting) |               |               |
| Floor coverings – carpet, tiles, lino, vinyl                          |               |               |
| Fireplace   |               |               |





| BEDROOM 1   | MBA<br>(Tick) | RR<br>(Cross) |
|---|---------------|---------------|
| Walls   |               |               |
| Ceiling   |               |               |
| Architrave around doorways and windows                                |               |               |
| Cornices or moldings  |               |               |
| Joinery strips in walls   |               |               |
| Internal ventilation outlets  |               |               |
| Behind wall paper (sometimes used to disguise asbestos wall sheeting) |               |               |
| Floor coverings – carpet, tiles, lino, vinyl                          |               |               |
| Fireplace   |               |               |

| BEDROOM 2   | MBA<br>(Tick) | RR<br>(Cross) |
|---|---------------|---------------|
| Walls   |               |               |
| Ceiling   |               |               |
| Architrave around doorways and windows                                |               |               |
| Cornices or moldings  |               |               |
| Joinery strips in walls   |               |               |
| Internal ventilation outlets  |               |               |
| Behind wall paper (sometimes used to disguise asbestos wall sheeting) |               |               |
| Floor coverings – carpet, tiles, lino, vinyl                          |               |               |
| Fireplace   |               |               |



| BEDROOM 3   | MBA<br>(Tick) | RR<br>(Cross) |
|---|---------------|---------------|
| Walls   |               |               |
| Ceiling   |               |               |
| Architrave around doorways and windows                                |               |               |
| Cornices or moldings  |               |               |
| Joinery strips in walls   |               |               |
| Internal ventilation outlets  |               |               |
| Behind wall paper (sometimes used to disguise asbestos wall sheeting) |               |               |
| Floor coverings – carpet, tiles, lino, vinyl                          |               |               |
| Fireplace   |               |               |

| BEDROOM 4   | MBA<br>(Tick) | RR<br>(Cross) |
|---|---------------|---------------|
| Walls   |               |               |
| Ceiling   |               |               |
| Architrave around doorways and windows                                |               |               |
| Cornices or moldings  |               |               |
| Joinery strips in walls   |               |               |
| Internal ventilation outlets  |               |               |
| Behind wall paper (sometimes used to disguise asbestos wall sheeting) |               |               |
| Floor coverings – carpet, tiles, lino, vinyl                          |               |               |
| Fireplace   |               |               |

| OTHER   | MBA<br>(Tick) | RR<br>(Cross) |
|---|---------------|---------------|
| Walls   |               |               |
| Ceiling   |               |               |
| Architrave around doorways and windows                                |               |               |
| Cornices or moldings  |               |               |
| Joinery strips in walls   |               |               |
| Internal ventilation outlets  |               |               |
| Behind wall paper (sometimes used to disguise asbestos wall sheeting) |               |               |
| Floor coverings – carpet, tiles, lino, vinyl                          |               |               |
| Fireplace   |               |               |

REMEMBER:

When doing minor repairs or maintenance refer to Fact Sheets available from <u>asbestosawareness.com.au</u> For major repairs or removal of asbestos materials, ONLY use licenced asbestos removalists because it's not worth the risk!

#### **Additional Items**

| ITEM | LOCATION | MBA<br>(Tick) | RR<br>(Cross) |
|------|----------|---------------|---------------|
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Need more space? Visit asbestosawareness.com.au to download additional blank tables.

# ThinkSmart.ThinkSafe.Think asbestosawareness.com.au

it's not worth the risk!



asbestos education committee





### DON'T PLAY RENOVATION ROULETTE!

# **RESIDENTIAL ASBESTOS**Checklist for Tradies













# A TRADEPERSON'S GUIDE TO ASBESTOS-CONTAINING MATERIALS IN DOMESTIC PROPERTIES

Asbestos-containing materials can be found in any Australian home built or renovated before 1990. Although asbestos was banned in Australia in 2003, thousands of different types of products remain hidden dangers in 1 in 3 homes including brick, weatherboard, fibro, clad homes and apartments as well as buildings such as garages, farm structures and in commercial properties if constructed or refurbished before 1990. Asbestos could be anywhere!

Many tradespersons, workers and labourers can expect to encounter asbestos-containing materials (ACM) in their day-to-day work. Without knowing where these products might be located or how to manage asbestos safely, Tradies risk disturbing asbestos and releasing fibres when renovating or maintaining homes. If the fibres are inhaled they could lead to asbestos-related diseases.

### TRADIES MUST MINIMISE THE RISK OF EXPOSURE TO ASBESTOS FIBRES!

Before commencing any work, renovations or refurbishments to residential properties, Tradies and workers must determine if asbestos containing materials are present to ensure they minimise the risks to their health and the health of colleagues, families and bystanders by following the **20** *Point Safety Checklist for Tradies* and use the *Residential Asbestos Checklist for Tradies* to assist in identifying the many various types of asbestos-containing products and where they might be located in homes.

NOTE: Use the *Total Property* or a *Trade-Specific* Checklist.

Tradies should check out the **20 Point Asbestos Safety Checklist for Tradies** at asbestosawarness.com.au or contact their trade association for guidelines.

## DANGER

IF YOU'VE WORKED WITH
ASBESTOS BEFORE AND NOT BEEN
CONCERNED ABOUT MANAGING
IT SAFELY, IT'S TIME TO TAKE THE
WARNINGS SERIOUSLY AND LEARN
WHERE ASBESTOS MIGHT BE
LOCATED ON THE JOB AND HOW TO
MANAGE IT SAFELY!





# WHICH TRADE WORKERS ARE MOST LIKELY TO COME INTO CONTACT WITH ASBESTOS ON THE JOB?

Bricklayers, builders, building construction and civil construction workers, building maintenance workers, carpenters, home handymen, installers of external cladding, joiners, landscapers, layers of floor covering and floor sanders (stripping carpets), painters, wallpaper hangers, plumbers and drainers, electricians, roofers, tilers, fencers, installers of kitchens, bathrooms and solar panelling.

Other trades that may come into contact with asbestos in the home building and maintenance workplace include: rubbish removalists (asbestos illegally placed in bins), landscapers (buried asbestos) heating and air conditioning installers and maintenance workers, gas fitters, roof and guttering installers, telecommunications technicians (installing cabling), insulation installers, demolition workers, farmers and farmhands in rural areas, waste disposal facility workers as green waste and recycling waste can sometimes contain asbestos and land fill operators.

### WHY IT'S VITAL THAT TRADIES CONDUCT A RESIDENTIAL ASBESTOS CHECKLIST

1 in 3 dwellings will contain asbestos in some form or another so it's vital that tradespeople working on homes and properties ensure they know where asbestos might be located and the steps to take when asbestos might be present to manage it safely in the workplace.

To avoid health risks, all tradespeople need to conduct a **Residential Asbestos Checklist for Tradies** to be aware of where asbestos might be located in residential properties so there are NO SURPRISES on the job and they can manage their work safely!

The **Residential Asbestos Checklist for Tradies** is intended for use as a **guide** only. It is a visual inspection and is not a 'formal' Asbestos Register and Management Plan.

#### DO TRADIES NEED A FORMAL ASBESTOS REGISTER AND MANAGEMENT PLAN WHEN WORKING ON RESIDENTIAL PROPERTIES?

Only when a premises has been defined as a workplace. For more information contact the Council or State or Territory Government to find out if you need to have a formal Asbestos Register and Management Plan.

### WHO SHOULD REMOVE AND DISPOSE OF ASBESTOS-CONTAINING MATERIALS?

LICENCED ASBESTOS REMOVALISTS SHOULD REMOVE ASBESTOS MATERIALS.

- There are 2 types of Asbestos Removal Licences: Class A and Class B.
  - Class A Licence can remove all types of asbestos including Friable (crumbly material).
  - Class B Licence can only remove non-friable (solid) asbestos materials.
- Regulations about asbestos removal vary from state-to-state. Visit asbestosawareness.com.au to ensure you follow regulations.

### WHEN TO GET THE PROFESSIONALS IN!

IF ASBESTOS PRODUCTS NEED TO BE REMOVED, IT'S RECOMMENDED THAT TRADIES USE LICENCED ASBESTOS REMOVALISTISTS TRAINED TO REMOVE AND DISPOSE OF ASBESTOS SAFELY.

THE COST OF ENGAGING A
PROFESSIONAL LICENCED ASBESTOS
REMOVALIST IS COMPARABLE TO
OTHER LICENCED TRADESPERSONS
INCLUDING ELECTRICIANS,
PLUMBERS AND TILERS.

NOTE: Regulations on asbestos management can vary from state-to-state. Check your State or Territory Government websites for regulations specific to the region where you work.

NOTE: You may be required to maintain an Asbestos Register and Management Plan.

# WARNING

UNLESSS YOU ARE TRAINED IN ASBESTOS AWARENESS & MANAGEMENT, WHEN IT COMES TO ASBESTOS;

DON'T CUT IT!

**DON'T** DRILL IT!

**DON'T DROP IT!** 

DON'T SAND IT!

**DON'T** SAW IT!

**DON'T** SCRAPE IT!

**DON'T SCRUB IT!** 

**DON'T DISMANTLE IT!** 

DON'T TIP IT!

**DON'T WATERBLAST IT!** 

**DON'T DEMOLISH IT!** 

AND WHATEVER YOU DO...

**DON'T** DUMP IT!

IF YOU ARE A TRADIE OR WORKING ON RESIDENTIAL PROPERTIES, PLAY IT SAFE!

CONDUCT A RESIDENTIAL ASBESTOS CHECKLIST TO PROTECT YOU, COLLEAGUES, FAMILIES AND
BYSTANDERS FROM EXPOSURE TO ASBESTOS FIBRES.

#### **HOW COMMON IS ASBESTOS IN HOMES?**

1 in 3 Australian homes contain asbestos. Asbestos was used in the manufacture of a broad range of products. It could be anywhere! Under floor coverings including carpets, linoleum and vinyl tiles, behind wall and floor tiles, in cement floors, internal and external walls, ceilings and ceiling space (insulation), eaves, garages, roofs, around hot water pipes, fences, extensions to homes, garages, outdoor toilets, backyard and farm structures, chook sheds and even dog kennels.

Without knowing where these types of asbestos-containing products might be located or how to manage and dispose of asbestos safely, Tradies could be putting their lives, the lives of their colleagues, families, friends and clients at risk.

### HOW TO KNOW IF A PRODUCT OR MATERIAL MAY CONTAINS ASBESTOS?

- Conduct a Residential Asbestos Checklist for Tradies to assist in identifying the many various types of asbestos-containing products and where they might be located in residential buildings.
- Only testing by a NATA accredited testing facility can determine if asbestos is present.
- If you think asbestos may be present, treat it as if it is asbestos and take all the appropriate precautions.

To rule out if asbestos products are in homes, you can have it inspected by a licenced asbestos assessor or occupational hygienist.

Only scientific testing can determine if a product contains asbestos.

THE RULE IS, IF YOU THINK IT MIGHT BE ASBESTOS, TREAT IT AS IF IT IS ASBESTOS AND TAKE ALL THE PRECAUTIONS TO MANAGE IT SAFELY.



Buried and dumped waste materials

#### 3 AUSTRALIAN NOMES CONTAIN ASB DO YOU KNOW WHERE ASBESTOS COULD BE IN RESIDENTIAL PROPERTIES? Insulation for hot water pipes and tank Eaves and gables ends Internal and external ventilators Loose fill insulation in roof cavity Ridge capping Corrugated asbestos Sheds & external toilets cement roofing Internal walls & ceilin Downpipes Dog Kennel Fence cement flooring "Tilux" marble finish wall panel Internal angle mouldings Vinyl floor tiles Backing of vinyl sheet flooring and carpet underlay Backing for electrical meter boar Flues to fireplaces Wall sheeting OTHER Insulation below wood heater Brake and clutch linings

External angle mouldings

### WHAT ARE SOME OF THE MOST COMMON ASBESTOS PRODUCTS FOUND IN HOMES?

Asbestos may not just be in building materials like walls, ceilings roofing and fences. Asbestos was commonly used in wet areas and in relation to heating including wood heaters, stoves and in sheeting beneath hearths

#### The most common uses for products include:

- Fibro sheeting (flat and corrugated) which may have been used in internal walls and ceilings, external walls and cladding, roofing, infill panels in windows and doors, eaves, fencing, carports, sheeting under floor tiles, bathroom and laundry walls, backyard sheds and dog kennels.
- Electrical switchboards, backing to floor tiles and sheet vinyl, carpet underlay, the backing behind ceramic wall tiles and textile seals to ovens.
- Water drainage, downpipes and flue pipes.
- Roofing shingles and guttering.
- In some homes, loose-fill asbestos was used in ceiling space as insulation.

### ARE THERE OTHER HEALTH HAZARDS TRADIES NEED TO BE AWARE OF?

Yes. Lead. Most Australian homes built or renovated before 1997 can contain lead paint and other lead products including flashing around roofs, windows, doors and chimneys, solder on pipes, rainwater tanks, galvanised roofs and gutters.

Breathing dust that contains lead can be harmful to your health. Lead dust caused from the breakdown of paints could be in ceilings, wall cavities, under floors, carpets, cavity dust and in soil surrounding your home.

Some treated timbers can also contain toxins which if inhaled in smoke or in dust, can cause serious health problems. Before working with treated timber, painting or renovating visit your State or Territory Government website to learn how to manage these hazards safely.

### WHY CREATE A RESIDENTIAL ASBESTOS CHECKLIST?

By creating a **Residential Asbestos Checklist for Tradies** for worksites, Tradies will become more aware of the possible locations where asbestos might be found in residential properties so they can avoid disturbing it and ensure asbestos is managed safely, particularly if undertaking major works.

The Checklist will:

- Note if asbestos needs to be sealed, painted or is damaged and may need to be removed;
- **2.** Provide a record of the types and locations of asbestos so Tradies can manage their work safely;
- **3.** Alert homeowners that they need to schedule repairs, maintenance or removal if required; and,
- **4.** If major work or renovations are to be undertaken, the Checklist will assist in identifying asbestos-containing materials that need to be removed safely by a licenced asbestos removalist prior to commencing demolition.

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# DANGER

CHECK WITH COUNCIL BEFUKE ENTERING CEILING OR SUB-FLOOR SPACE!

'Loose-fill' (Mr Fluffy) asbestos insulation was installed in ceilings in some homes in NSW and the A.C.T. between 1968 and 1979. To check if your worksite might be located in an affected Council area contact the Council, NSW Fair Trading or the A.C.T. Government.







### DOWNLOAD RESIDENTIAL ASBESTOS CHECKLIST

Total Property and Trade-Specific Checklists are available at www.asbestosawareness.com.au

# **Residential Checklist for Tradies**



### **Repair Schedule**

| LOCATION | REPAIRS REQUIRED | DATE FOR REPAIR | DATE<br>COMPLETED | DATE FOR REVIEW |
|----------|------------------|-----------------|-------------------|-----------------|
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# Residential Checklist for Homeowners



### **Repair Schedule**

| nepair Schel |                  | DATE FOR        | DATE              | DATE EOD        |
|--------------|------------------|-----------------|-------------------|-----------------|
| LOCATION     | REPAIRS REQUIRED | DATE FOR REPAIR | DATE<br>Completed | DATE FOR REVIEW |
|              |                  |                 |                   |                 |
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## DON'T PLAY RENOVATION ROULETTE!

# **ASBESTOS AWARENESS**Residential Checklist



A HOMEOWNER'S GUIDE TO IDENTIFYING ASBESTOS-CONTAINING MATERIAL TO MANAGE IT SAFELY





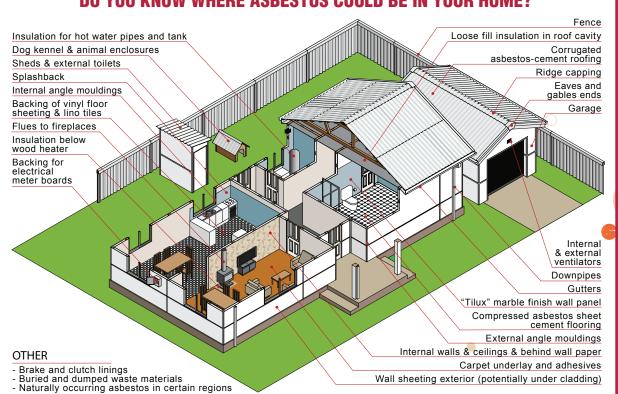






### 1 IN 3 AUSTRALIAN HOMES CONTAIN ASBESTOS!

DO YOU KNOW WHERE ASBESTOS COULD BE IN YOUR HOME?



### **ASBESTOS AWARENESS** Residential Checklist

# WHY IS IT IMPORTANT TO KEEP AN ASBESTOS AWARENESS RESIDENTIAL CHECKLIST OF WHERE ASBESTOS MIGHT BE IN YOUR HOME?

Asbestos-containing materials can be found in any Australian home built or renovated before 1990. Although asbestos was banned in Australia in 2003, thousands of different types of products remain hidden dangers in 1 in 3 homes including brick, weatherboard, fibro and clad homes — even apartments. It could be anywhere!

Without knowing where asbestos-containing products might be located or how to manage asbestos safely, Australian's risk disturbing asbestos and releasing fibres when renovating or maintaining homes.

To assist homeowners in identifying various types of asbestos-containing products and where they might be found in homes, the *Asbestos Awareness Residential Checklist* is intended for use as a **guide only**. It is a visual inspection and is not a 'formal' *Asbestos Register and Management Plan*.

#### **HOW DANGEROUS IS ASBESTOS?**

Inhaling asbestos fibres or dust can cause asbestos-related diseases including lung cancer and malignant mesothelioma. It's extremely important for all Australians to safely manage asbestos-containing materials that might be found in and around homes.

If asbestos materials are sealed, undisturbed and in good, stable condition they are unlikely to release fibres and pose a health risk. However, if these materials are disturbed or unsealed the fibres can be harmful to your health and the health of your family.









BY KEEPING AN ASBESTOS AWARENESS RESIDENTIAL CHECKLIST, HOMEOWNERS BECOME MORE AWARE OF THE POSSIBLE LOCATIONS WHERE ASBESTOS MIGHT BE FOUND SO THEY CAN:

- Better understand the types of asbestos-containing products that may be in homes;
- Better monitor these products to ensure they remain sealed and in good condition;
- Avoid disturbing products when maintaining or renovating homes; AND,
- Provide tradespeople with a list of possible locations when planning home renovations before work commences to ensure asbestos is managed safely.













#### THINKING OF RENOVATING? YOU MUST DO A RESIDENTIAL CHECKLIST TO PROTECT YOU & YOUR FAMILY!

### PLAY RENOVATION ROULETTE!

### ARE HOMEOWNERS REQUIRED TO KEEP AN ASBESTOS REGISTER AND MANAGEMENT PLAN?

Homeowners are not required to keep and maintain an 'Asbestos Register and Management Plan' for their property. However, on worksites, it's compulsory to develop an 'Asbestos Register and Management Plan' ensuring asbestos is identified and managed and/or removed according to health and safety regulations.

Some homes undergoing renovations may be considered a 'worksite'. Check with your Council and State or Territory Government to confirm if tradesmen are required to create and manage an *Asbestos Register and Management Plan* for your property. If it is required, be sure to ask for a copy for your records.

#### **DO I NEED TO REMOVE ASBESTOS?**

Generally, you don't need to remove asbestos if it's sealed and in good condition. If it is asbestos-cement sheeting (fibro), paint it using good quality paint and leave it alone but check it occasionally for any signs of wear and tear.

### WHAT IF I FIND ASBESTOS THAT HAS BEEN DAMAGED?

Visit **asbestosawareness.com.au** to download a **Fact Sheet** for basic steps on how to make simple repairs to seal asbestos or remove small amounts of asbestos safely.

### HOW DO I KNOW IF MY HOME CONTAINS ASBESTOS?

If your home was built or renovated before 1990 it will most likely contain asbestos in some form or another.

#### HOW CAN I FIND OUT IF MY HOME WAS BUILT OR RENOVATED BEFORE 1990?

Contact your Council. Some have online databases however, not all refurbishments require Council approval. Asbestos may have been introduced to your home if it underwent any renovations, repairs or refurbishments such as replacing/adding floorcoverings or tiles prior to 1990.

### WHERE CAN I GO TO LEARN WHERE ASBESTOS PRODUCTS MIGHT BE FOUND?

Visit **asbestosawareness.com.au** to view a short video, *'Asbestos In Your Home – The Ultimate Renovators Guide'* to identify various locations in homes where asbestos might be found.

### WHERE CAN I FIND INFORMATION ON THE SORTS OF PRODUCTS TO LOOK FOR?

Visit **asbestosawareness.com.au** to search the 'Asbestos Product Database'. Accessible on mobile and desktop devices, the database is user friendly and provides people with multiple search options and features images of products commonly found in homes.

### WHEN TO GET THE PROFESSIONALS IN!

IF ASBESTOS PRODUCTS NEED TO BE REMOVED, IT'S RECOMMENDED THAT YOU USE A LICENCED ASBESTOS REMOVALIST TRAINED TO REMOVE AND DISPOSE OF ASBESTOS SAFELY.

THE COST OF ENGAGING A
PROFESSIONAL LICENCED ASBESTOS
REMOVALIST IS COMPARABLE TO
OTHER LICENCED TRADESPERSONS
INCLUDING ELECTRICIANS,
PLUMBERS AND TILERS.





To rule out if asbestos products are in your home, you can have it inspected by a licenced asbestos assessor or occupational hygienist.

Only scientific testing can determine if a product contains asbestos.

THE RULE IS, IF YOU THINK IT MIGHT BE ASBESTOS, TREAT IT AS IF IT IS ASBESTOS AND TAKE ALL THE NECESSARY PRECAUTIONS ENSURING YOU MANAGE IT SAFELY.

### WHAT ARE SOME OF THE MOST COMMON ASBESTOS PRODUCTS FOUND IN HOMES?

Asbestos may not just be in building materials like walls, ceilings roofing and fences. Asbestos was commonly used in wet areas and in relation to heating including wood heaters, stoves and in sheeting beneath hearths

#### The most common uses for products include:

- Fibro sheeting (flat and corrugated) which may have been used in internal walls and ceilings, external walls and cladding, roofing, infill panels in windows and doors, eaves, fencing, carports, sheeting under floor tiles, bathroom and laundry walls, backyard sheds and dog kennels.
- Electrical switchboards, backing to floor tiles and sheet vinyl, carpet underlay, the backing behind ceramic wall tiles and textile seals to ovens.
- Water drainage, downpipes and flue pipes.
- Roofing shingles and guttering.
- In some homes, loose-fill asbestos was used in ceiling space as insulation.

### CHECK WITH COUNCIL BEFORE ENTERING CEILING SPACE!

'LOOSE-FILL' (MR FLUFFY) ASBESTOS INSULATION WAS INSTALLED IN CEILINGS IN SOME HOMES IN NSW AND THE A.C.T. BETWEEN 1968 AND 1979. TO CHECK IF YOUR HOME MIGHT BE LOCATED IN AN AFFECTED COUNCIL AREA CONTACT YOUR COUNCIL, NSW FAIR TRADING OR THE A.C.T. GOVERNMENT.

### ARE THERE OTHER HEALTH HAZARDS RESIDENTS NEED TO BE AWARE OF?

Yes. Lead. Most Australian homes built or renovated before 1997 can contain lead paint and other lead products including flashing around roofs, windows, doors and chimneys, solder on pipes, rainwater tanks, galvanised roofs and gutters.

Breathing dust that contains lead can be harmful to your health. Lead dust caused from the breakdown of paints could be in ceilings, wall cavities, under floors, carpets, cavity dust and in soil surrounding your home.

Some treated timbers can also contain toxins which if inhaled in smoke or in dust, can cause serious health problems. Before working with treated timber, painting or renovating visit your State or Territory Government website to learn how to manage these hazards safely.

### SIMPLE STEPS TO CREATING AN ASBESTOS AWARENESS RESIDENTIAL CHECKLIST.

By creating this 'Checklist' you'll become more aware of the possible locations where asbestos might be found in your home so you can better maintain it and ensure asbestos is managed safely, particularly if planning renovations.

If you come across asbestos that is damaged or needs to be sealed or painted, use this Checklist to schedule repairs, maintenance or removal.















### **ASBESTOS AWARENESS** Residential Checklist

| Date visually inspected Address of property   |
|---|
| What year (or approximate year) was the home constructed (if known)?  |
| What is the main material the home is made of? Brick/weatherboard/fibro/clad  |
| Are there any additions or extensions to the building and if so, what year?   |
| Were there any known renovations conducted before 1990?   |
| Are there additional buildings or structures on the site that may contain asbestos such as dog kennels, garages, carports, outdoor toilets or backyard sheds? |

YOU ARE CONDUCTING A VISUAL INSPECTION ONLY. DO NOT DISTURB ANY REAL PROBLEM MATERIAL THAT MAY BE ASBESTOS. IF A SAMPLE OF MATERIAL IS TO BE TESTED, CONTACT A LICENCED ASBESTOS ASSESSOR OR OCCUPATIONAL HYGIENIST.

#### HOW TO CONDUCT A VISUAL INSPECTION OF YOUR PROPERTY TO IDENTIFY WHERE ASBESTOS MIGHT BE LOCATED IN YOUR HOME AND IF IT'S IN NEED OF MAINTENANCE TO MANAGE IT SAFELY.

If you think something 'Might Be Asbestos', TICK the box MBA.

If asbestos '*Requires Repairs'* or is in need of paint or is broken, **CROSS** the box **RR**.

| EXTERNAL PROPERTY                    | MBA<br>(Tick) | RR<br>(Cross) |
|--------------------------------------|---------------|---------------|
| External walls                       | ✓             | ×             |
| External angle moldings (on corners) | $\checkmark$  |               |
| Joinery strips (to cover joins)      |               |               |

TERRITORY GOVERNMENT TO CHECK IF YOUR HOME MAY BE AFFECTED BY LOOSE-FILL ASBESTOS (MR FLUFFY).

#### STEP 1: COUNCIL

Check with Council to see if there is a record of when your home was built or renovated, and to find out if your home may have been affected by Mr Fluffy.

#### STEP 2: WHAT TO LOOK FOR

Visit asbestosawareness.com.au to view the 'Asbestos In Your Home – The Ultimate Renovators Guide' and familiarise yourself with possible products by viewing the 'Asbestos Product Database'.

#### STEP 3: EXTERNAL

Start in the front yard of your home. Walk around the yard looking at the various Checklist locations.

#### STEP 4: INTERNAL

Start at the front door. Walk through the home, one room at a time looking at Checklist locations. If you think something may be asbestos, TICK the box 'May Be Asbestos' (MBA). If asbestos 'Requires Repairs' or is in need of paint or is broken, CROSS the box RR.

#### STEP 5: WET AREAS & HEATING

Asbestos products were commonly used in wet areas and with wood-fuelled heating so pay particular attention to kitchens. bathrooms, laundries and fireplaces. If you think something may be asbestos, tick the MBA box.

#### **EXTERNAL HOME CHECKLIST**

| EXTERNAL PROPERTY  | MBA<br>(Tick) | RR<br>(Cross) |
|--|---------------|---------------|
| External walls (asbestos cement (AC) sheeting, corrugated, artificial brick) |               |               |
| External angle moldings (on corners)   |               |               |
| Joinery strips (to cover joins)  |               |               |
| Architrave around doors and windows  |               |               |
| Roof   |               |               |
| Roof capping   |               |               |
| Guttering  |               |               |
| Downpipes  |               |               |
| Eaves and gables   |               |               |
| External ventilation outlets   |               |               |
| Walls of extension to property   |               |               |
| Cement slabs   |               |               |
| In cement flooring   |               |               |
| Insulation for hot water pipes and tanks                                     |               |               |
| Electrical meter boards incl. ceramic fuses                                  |               |               |
| Formwork of cement slabs   |               |               |
| Sealants in air conditioning ducting joins                                   |               |               |



| HEATING & COOLING                          | MBA<br>(Tick) | RR<br>(Cross) |
|--|---------------|---------------|
| Gussets in ducted air-conditioning systems |               |               |
| Fireplace, flues                           |               |               |
| Hot water system                           |               |               |



| SUBFLOOR SPACE                     | MBA<br>(Tick) | RR<br>(Cross) |
|------------------------------------|---------------|---------------|
| Broken pieces of asbestos sheeting |               |               |
| Lagging around hot water pipes     |               |               |

| FENCING     | MBA<br>(Tick) | RR<br>(Cross) |
|-------------|---------------|---------------|
| Front fence |               |               |
| Left fence  |               |               |
| Right fence |               |               |
| Rear fence  |               |               |
| Other       |               |               |



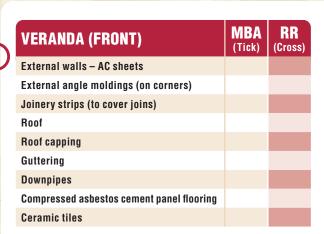
| EXTENSION OR GRANNY FLAT             | MBA<br>(Tick) | RR<br>(Cross) |
|--------------------------------------|---------------|---------------|
| External walls                       |               |               |
| External angle moldings (on corners) |               |               |
| Joinery strips (to cover joins)      |               |               |
| Roof                                 |               |               |
| Roof capping                         |               |               |
| Guttering                            |               |               |
| Downpipes                            |               |               |
| Eaves and gables                     |               |               |
| External ventilation outlets         |               |               |
| Floor covering                       |               |               |
| Kitchenette                          |               |               |
| Fireplace                            |               |               |
| Bathroom                             |               |               |
| Laundry                              |               |               |



### IMPORTANT

DO NOT ENTER CEILING SPACE OR SUBFLOOR AREAS IF YOUR HOME IS LOCATED IN COUNCIL REGIONS THAT HAVE BEEN IDENTIFIED AS LOOSE-FILL REGIONS.

To check if your home is located in an affected area, contact your Council, NSW Fair Trading or the ACT Government.



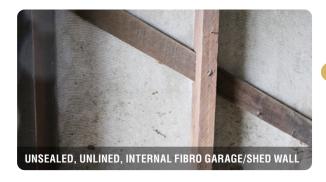
| VERANDA (REAR)                            | MBA<br>(Tick) | RR<br>(Cross) |
|---|---------------|---------------|
| External walls – AC sheets                |               |               |
| External angle moldings (on corners)      |               |               |
| Joinery strips (to cover joins)           |               |               |
| Roof                                      |               |               |
| Roof capping                              |               |               |
| Guttering                                 |               |               |
| Downpipes                                 |               |               |
| Compressed asbestos cement panel flooring |               |               |
| Ceramic tiles                             |               |               |
| Cement                                    |               |               |



| ADDITIONAL STRUCTURES  | MBA<br>(Tick) | RR<br>(Cross) |
|--|---------------|---------------|
| Outside toilet   |               |               |
| Outside laundry or laundry extension   |               |               |
| Garden sheds   |               |               |
| Dad's shed   |               |               |
| Dog kennel or other domestic animal shelter such as rabbit hutch             |               |               |
| Chook pens   |               |               |
| Pigeon houses  |               |               |
| Stable or other stock housing  |               |               |
| Machinery sheds  |               |               |
| Water tanks – the cover as well as the exterior and walls covering the peers |               |               |
| Walls or cement flooring of greenhouse                                       |               |               |
| Other  |               |               |



| GARAGE OR CARPORT  | MBA<br>(Tick) | RR<br>(Cross) |
|--|---------------|---------------|
| External walls   |               |               |
| Roof   |               |               |
| Roof capping   |               |               |
| Guttering  |               |               |
| Downpipes  |               |               |
| Eaves and gables   |               |               |
| External and internal ventilation outlets                      |               |               |
| Internal walls, ceiling.                                       |               |               |
| Floorcoverings such as: vinyl tiles or sheeting, ceramic tiles |               |               |



| OTHER EXTERNAL PLACES        | MBA<br>(Tick) | RR<br>(Cross) |
|------------------------------|---------------|---------------|
| Cement slabs                 |               |               |
| Under houses                 |               |               |
| Stored behind sheds          |               |               |
| In the ground or garden beds |               |               |
| Formwork for garden beds     |               |               |



#### **INTERNAL**

| FRONT ENTRY & HALLWAYS  | MBA<br>(Tick) | RR<br>(Cross) |
|---|---------------|---------------|
| Walls   |               |               |
| Ceiling   |               |               |
| Architrave around doorways and windows  |               |               |
| Cornices or moldings  |               |               |
| Joinery strips in walls   |               |               |
| Internal ventilation outlets  |               |               |
| Behind wall paper (sometimes used to disguise asbestos wall sheeting)                                 |               |               |
| Floor coverings – carpet, tiles, lino, vinyl  |               |               |
| Wall caulking and jointing compounds<br>(used like putty), plastic cornice<br>adhesives and sealants. |               |               |



| LIVING ROOM   | MBA<br>(Tick) | RR<br>(Cross) |
|---|---------------|---------------|
| Walls   |               |               |
| Ceiling   |               |               |
| Architrave around doorways and windows                                |               |               |
| Cornices or moldings  |               |               |
| Joinery strips in walls   |               |               |
| Internal ventilation outlets  |               |               |
| Behind wall paper (sometimes used to disguise asbestos wall sheeting) |               |               |
| Floor coverings – carpet, tiles, lino, vinyl                          |               |               |
| Fireplace   |               |               |





| DINING ROOM   | MBA<br>(Tick) | RR<br>(Cross) |
|---|---------------|---------------|
| Walls   |               |               |
| Ceiling   |               |               |
| Architrave around doorways and windows                                |               |               |
| Cornices or moldings  |               |               |
| Joinery strips in walls   |               |               |
| Internal ventilation outlets  |               |               |
| Behind wall paper (sometimes used to disguise asbestos wall sheeting) |               |               |
| Floor coverings – carpet, tiles, lino, vinyl                          |               |               |
| Fireplace   |               |               |
|   |               |               |





| FAMILY/RUMPUS/EXTENSION   | MBA<br>(Tick) | RR<br>(Cross) |
|---|---------------|---------------|
| Walls   |               | )             |
| Ceiling   |               |               |
| Architrave around doorways and windows                                |               |               |
| Cornices or moldings  |               |               |
| Joinery strips in walls   |               |               |
| Internal ventilation outlets  |               |               |
| Behind wall paper (sometimes used to disguise asbestos wall sheeting) |               |               |
| Floor coverings – carpet, tiles, lino, vinyl                          |               |               |
| Fireplace   |               |               |

| BATHROOM 1  | MBA<br>(Tick) | RR<br>(Cross) |
|---|---------------|---------------|
| Asbestos cement sheeting walls  |               |               |
| Asbestos cement sheeting ceiling  |               |               |
| Tilux (coloured, patterned walls)   |               |               |
| Architrave around doorways and windows                                    |               |               |
| Cornices or moldings  |               |               |
| Joinery strips in walls   |               |               |
| Internal ventilation outlets  |               |               |
| Behind wall paper (sometimes used to disguise asbestos wall sheeting)     |               |               |
| Floor tiles, bathroom carpet lino, vinyl                                  |               |               |
| Wall tiles  |               |               |
| Lagging: hot water pipes under the sink and behind walls in wall cavities |               |               |

| BATHROOM 2  | MBA<br>(Tick) | RR<br>(Cross) |
|---|---------------|---------------|
| Asbestos cement sheeting walls  |               |               |
| Asbestos cement sheeting ceiling  |               |               |
| Tilux (coloured, patterned walls)   |               |               |
| Architrave around doorways and windows                                    |               |               |
| Cornices or moldings  |               |               |
| Joinery strips in walls   |               |               |
| Internal ventilation outlets  |               |               |
| Behind wall paper (sometimes used to disguise asbestos wall sheeting)     |               |               |
| Floor tiles, bathroom carpet lino, vinyl                                  |               |               |
| Wall tiles  |               |               |
| Lagging: hot water pipes under the sink and behind walls in wall cavities |               |               |





NOTE: OTHER THAN WALLS AND CEILINGS, WET AND HEAT AREAS ARE THE MOST COMMON PLACES TO FIND ASBESTOS-CONTAINING PRODUCTS INSIDE THE HOME.





| KITCHEN   | MBA<br>(Tick) | RR<br>(Cross) |
|---|---------------|---------------|
| Walls   |               |               |
| Ceiling   |               |               |
| Architrave around doorways and windows  |               |               |
| Cornices or moldings including angle moldings and adhesives   |               |               |
| Joinery strips in walls   |               |               |
| Internal ventilation outlets  |               |               |
| Behind wall paper (sometimes used to disguise asbestos wall sheeting). Wall papering was common in the 70s and 80s.             |               |               |
| Floor coverings may include: lino, vinyl<br>floor tiles and ceramic tiles. (fibro sheet-<br>ing sometimes used to level floors) |               |               |
| Wall tiles  |               |               |
| Tilux splashbacks   |               |               |
| In older kitchens: Laminate benchtops<br>(Formica) and sometimes vinyl sheeting<br>lining cupboard shelves.                     |               |               |
| Asbestos cement sheeting under Vinyl floor coverings  |               |               |
| Oven door seals   |               |               |
| Fire Blankets   |               |               |
| Wall tiles usually above sink   |               |               |
| Flue in fuel stove  |               |               |
| Lagging (insulation): hot water pipes under the sink and behind walls in wall cavities  |               |               |
| Exhaust canopy over stove (asbestos lagging and/or asbestos cement sheeting surround  |               |               |

| LAUNDRY  | MBA<br>(Tick) | RR<br>(Cross) |
|--|---------------|---------------|
| Asbestos cement sheeting walls   |               |               |
| Asbestos cement sheeting ceiling   |               |               |
| Tilux (coloured, patterned walls)  |               |               |
| Architrave around doorways and windows   | S             |               |
| Cornices or moldings   |               |               |
| Joinery strips in walls  |               |               |
| Internal ventilation outlets   |               |               |
| Unlined walls (if exterior wall is fibro and timber framework is visible, the inside wall should be enclosed or sealed with paint) | ls            |               |
| Floor tiles, lino, vinyl   |               |               |
| Wall tiles (usually above sinks)   |               |               |
| Lagging: hot water pipes under the sink and behind walls in wall cavities  |               |               |



| SUNROOM   | MBA<br>(Tick) | RR<br>(Cross) |
|---|---------------|---------------|
| Walls   |               |               |
| Ceiling   |               |               |
| Architrave around doorways and windows                                |               |               |
| Cornices or moldings  |               |               |
| Joinery strips in walls   |               |               |
| Internal ventilation outlets  |               |               |
| Behind wall paper (sometimes used to disguise asbestos wall sheeting) |               |               |
| Floor coverings – carpet, tiles, lino, vinyl                          |               |               |
| Fireplace   |               |               |





| BEDROOM 1   | MBA<br>(Tick) | RR<br>(Cross) |
|---|---------------|---------------|
| Walls   |               |               |
| Ceiling   |               |               |
| Architrave around doorways and windows                                |               |               |
| Cornices or moldings  |               |               |
| Joinery strips in walls   |               |               |
| Internal ventilation outlets  |               |               |
| Behind wall paper (sometimes used to disguise asbestos wall sheeting) |               |               |
| Floor coverings – carpet, tiles, lino, vinyl                          |               |               |
| Fireplace   |               |               |

| BEDROOM 2   | MBA<br>(Tick) | RR<br>(Cross) |
|---|---------------|---------------|
| Walls   |               |               |
| Ceiling   |               |               |
| Architrave around doorways and windows                                |               |               |
| Cornices or moldings  |               |               |
| Joinery strips in walls   |               |               |
| Internal ventilation outlets  |               |               |
| Behind wall paper (sometimes used to disguise asbestos wall sheeting) |               |               |
| Floor coverings – carpet, tiles, lino, vinyl                          |               |               |
| Fireplace   |               |               |



| BEDROOM 3   | MBA<br>(Tick) | RR<br>(Cross) |
|---|---------------|---------------|
| Walls   |               |               |
| Ceiling   |               |               |
| Architrave around doorways and windows                                |               |               |
| Cornices or moldings  |               |               |
| Joinery strips in walls   |               |               |
| Internal ventilation outlets  |               |               |
| Behind wall paper (sometimes used to disguise asbestos wall sheeting) |               |               |
| Floor coverings – carpet, tiles, lino, vinyl                          |               |               |
| Fireplace   |               |               |

|--|

|   | BEDROOM 4   | MBA<br>(Tick) | RR<br>(Cross) |
|---|---|---------------|---------------|
| , | Walls   |               |               |
|   | Ceiling   |               |               |
|   | Architrave around doorways and windows                                |               |               |
|   | Cornices or moldings  |               |               |
|   | Joinery strips in walls   |               |               |
|   | Internal ventilation outlets  |               |               |
|   | Behind wall paper (sometimes used to disguise asbestos wall sheeting) |               |               |
|   | Floor coverings – carpet, tiles, lino, vinyl                          |               |               |
|   | Fireplace   |               |               |

| OTHER   | MBA<br>(Tick) | RR<br>(Cross) |
|---|---------------|---------------|
| Walls   |               |               |
| Ceiling   |               |               |
| Architrave around doorways and windows                                |               |               |
| Cornices or moldings  |               |               |
| Joinery strips in walls   |               |               |
| Internal ventilation outlets  |               |               |
| Behind wall paper (sometimes used to disguise asbestos wall sheeting) |               |               |
| Floor coverings – carpet, tiles, lino, vinyl                          |               |               |
| Fireplace   |               |               |

#### **Additional Items**

| ITEM | LOCATION | MBA<br>(Tick) | RR<br>(Cross) |
|------|----------|---------------|---------------|
|      |          |               |               |
|      |          |               |               |
|      |          |               |               |
|      |          |               |               |
|      |          |               |               |
|      |          |               |               |
|      |          |               |               |
|      |          |               |               |

Need more space? Visit asbestosawareness.com.au to download additional blank tables.

### WHAT TO DO IF YOU'VE NOTED POSSIBLE ASBESTOS-CONTAINING MATERIALS IN YOUR HOME

- What if you come across any possible asbestos that is damaged or needs to be sealed or painted?
  - ✓ Use this Checklist to schedule repairs, maintenance or removal (if necessary) by a licenced asbestos removalist.
- What if asbestos cement sheeting (fibro) is painted and in good condition?
  - ✓ Monitor it for any wear and tear and ensure it remains sealed by re-painting when required.
- What if asbestos sheeting is unsealed?
  - ✓ Seal asbestos sheeting by painting it with good quality paint and leave it alone. If sealed, it doesn't pose a health risk.
- What if there are small amounts of asbestos that are broken, damaged (cracked) or in need of removal?
  - ✓ Homeowners can make small, simple repairs or remove small amounts of asbestos safely if they follow the Asbestos Awareness Fact Sheet 1 "WORKING SAFELY WITH ASBESTOS AROUND THE HOME" or Fact Sheet 2 (more detailed) which can be downloaded from asbestosawareness.com.au
- What if I want to confirm if asbestos materials are in my property?
  - Contact a licenced asbestos assessor or occupational hygienist who can safely take a sample of the material and have it tested by a NATA accredited laboratory.
- What if I want to remove large amounts of asbestos?
  - ✓ Contact a licenced asbestos removalist. The cost of using a licenced, experienced removalist is comparable with most other licenced trades and it is the safest option.
- What should I do if I'm thinking of renovating?
  - ✓ It is recommended that you engage a licenced asbestos assessor or occupational hygienist to conduct a formal inspection and have samples tested by a NATA accredited testing laboratory.
  - ✓ Contact your Council, State or Territory Government for asbestos management regulations specific to your area.

### REPAIR SCHEDULE

List below all the areas you have marked 'Requires Repair' (RR) and the dates you've scheduled to undertake minor repairs or maintenance.

When maintenance has been completed, include the date sealing or repairs were made. This will help you monitor asbestos-containing products in and around your home.

For more information on how to identify and manage asbestos safely, visit asbestosawareness.com.au

### REMEMBER

When doing minor repairs or maintenance refer to Fact Sheet 1 'WORKING SAFELY WITH ASBESTOS AROUND THE HOME' or Fact Sheet 2 (more detailed) at asbestosawareness.com.au For major repairs or removal of asbestos materials, ONLY use licenced asbestos removalists because

it's not worth the risk!

| LOCATION | REPAIRS REQUIRED  | DATE FOR REPAIR | DATE<br>Completed | DATE FOR REVIEW |
|----------|-------------------|-----------------|-------------------|-----------------|
| Shed     | External painting | 1 Nov 2021      | 30 Nov 2021       | 30 Nov 2022     |
|          |                   |                 |                   |                 |
|          |                   |                 |                   |                 |
|          |                   |                 |                   |                 |
|          |                   |                 |                   |                 |
|          |                   |                 |                   |                 |
|          |                   |                 |                   |                 |
|          |                   |                 |                   |                 |
|          |                   |                 |                   |                 |

Need more space? Visit **asbestosawareness.com.au** to download additional blank tables.

#### **RESIDENTIAL MANAGEMENT TIPS**

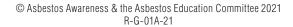
- Schedule maintenance dates you've noted above in your phone so you don't forget!
- Conduct visual inspections every 12 months checking areas you've identified to ensure they're stable and in good condition.
- Download Fact Sheets from <u>asbestosawareness.com.au</u>. The Fact Sheets provide instructions on how to do minor repairs safely.
- Keep a set of Personal Protection Equipment (listed in Fact Sheets) in case accidents happen and small repairs are required.
- If damage has occurred, unless it's minor, get a licenced asbestos assessor or removalist to advise about repairs.

# ThinkSmart.ThinkSafe.Think asbestosawareness.com.au

it's not worth the risk!











## DON'T PLAY RENOVATION ROULETTE!

### T1 FACT SHEET

## 20 POINT ASBESTOS SAFETY CHECKLIST

### **For Tradies Working On Residential Properties**













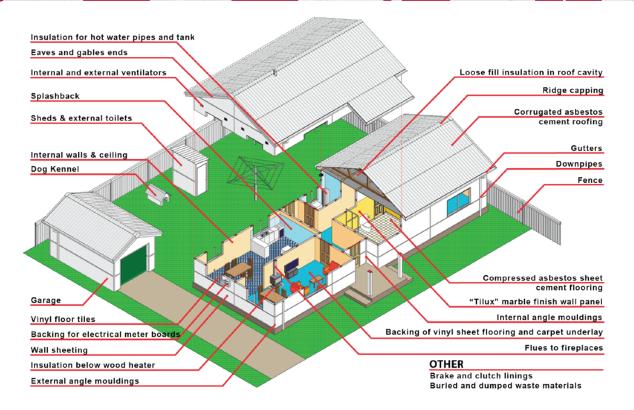
- **1. 1 in 3 Australian homes contain asbestos** including brick, weatherboard, fibro, clad homes and apartments.
- **2. Asbestos was widely used before 1990** in various building materials so if a dwelling was built or renovated prior to 1990, it most likely contains asbestos in some form or another.
- **3. Disturbing asbestos materials** during renovations, maintenance or demolition puts the health of Tradies, families and bystanders at risk, including children.
- **4. Dealing with asbestos** is important and serious, but it's not overwhelming **IT IS MANAGEABLE!**

# WARNING

BEFORE WORKING ON PROPERTIES
THINK TWICE BECAUSE WORKING
WITH ASBESTOS IS NOT ALRIGHT
WITHOUT ASBESTOS AWARENESS
TRAINING TO LEARN HOW TO
MANAGE IT SAFELY!

- **5. If sealed, in good, stable** condition and left undisturbed, asbestos materials are unlikely to release dangerous fibres and pose a health risk and don't need to be removed if they are in good condition.
- **6. Before commencing** work, Tradies should conduct a **RESIDENTIAL ASBESTOS CHECKLIST** that can be downloaded from asbestosawareness.com.au. It provides instructions on conducting a visual inspection of residential properties to help Tradies identify asbestos-containing materials to manage the job safely.
- **7. Only qualified** tradespeople with asbestos awareness training can work on materials identified as asbestos.
- **8.** Tradies should undergo Asbestos Awareness and Management Training to increase their knowledge of asbestos-containing materials and to learn how to manage it safely! Visit your Government regulator website for links to Registered Training Organisations in your State or Territory.
- **9. Assume ashestos materials** are present when renovating or working in and around residential properties and take every precaution.





- **10.** A formal inspection and sample testing conducted by a licenced asbestos assessor or occupational hygienist is the only way to be sure if asbestos is present.
- 11. There are two types of asbestos building materials: "non-friable" and "friable".
  - **a. Non-Friable Asbestos** is any material (other than friable asbestos) that contains asbestos. Non-friable asbestos cannot be crumbled, pulverised or reduced to a powder by hand pressure when dry.
    - **i.** Products containing non-friable asbestos can be found anywhere! Common uses in residential buildings include: asbestos cement (AC) sheeting (fibro) which may be flat or corrugated that was used internally and externally as roofing, fencing, wall and floor coverings, for water drainage and guttering, flue pipes and in wet or high temperature areas.
  - **b. Friable Asbestos** is any material containing asbestos in the form of a powder or can be crumbled, pulverised or reduced to powder by hand pressure when dry.
    - **i.** Friable asbestos was mainly used in industrial applications but non-friable asbestos can become friable if damaged, unsealed and exposed to weather.
    - **ii.** ONLY Class A Licenced Asbestos Removalists can remove friable asbestos.
- **12. All friable** asbestos must be removed by a Class A Licenced Asbestos Removalist.
- **13. Loose-fill (Mr Fluffy) asbestos insulation** was installed in ceilings in some homes in NSW and the ACT between 1968 and 1979. It was made of crushed, loose (friable) asbestos and then pumped (and possibly spread) into the ceiling space as insulation. If disturbed it could migrate to wall cavities and sub-floor areas. However the risk of exposure to asbestos in buildings containing loose-fill asbestos is likely to be very low if the asbestos is undisturbed and sealed off.
  - **a.** If you are working in NSW or the ACT, NEVER enter ceiling or sub-floor space before contacting Council to see if the property is located in an area affected by Mr Fluffy.
  - **b. Contact Council**, NSW Fair Trading or the ACT Government to check if a property might be located in an affected Council region before entering ceiling or sub-floor space!
- **14. NEVER** use high pressure water spray or compressed air on asbestos materials. It is prohibited as they can cause asbestos to become friable.

- **15. NEVER** use power tools, equipment or any other implement on asbestos materials that may generate dust and release fibres UNLESS you've undergone Asbestos Awareness Training.
  - **a.** Power tools include drills, angle grinders, circular saws and sanders.
  - **b.** Other implements that may loosen fibres include brooms.
- **16. ALWAYS keep a Personal Protective Equipment Kit (PPE)** on hand as part of your tool kit should you come across asbestos in the workplace. A list of items that make up a PPE Kit can be found in Tradies Working With Asbestos Fact Sheets 1 or 2.

# WARNING

IF TRADIE'S MUST WORK WITH MATERIALS THAT MAY CONTAIN ASBESTOS OR REMOVE SMALL AMOUNTS OF ASBESTOS, THEY MUST PROTECT THEMSELVES, COLLEAGUES, FAMILIES AND BYSTANDERS BY FOLLOWING LEGAL AND SAFETY REQUIREMENTS TO MINIMISE THE RELEASE OF DUST OR FIBRES THAT COULD BE INHALED.

- **17. There are legal** requirements regarding asbestos management, its removal and disposal which can vary from state to state. Be sure to check with Council or the relevant State or Territory Government for legal requirements.
  - **a.** While some might follow the regulations and safety requirements to remove small amounts of asbestos, the safest way to manage its removal is to retain a licenced professional asbestos removalist equipped to protect those living and working on a residential property from the dangers of asbestos dust and fibres.

- **b.** The cost of professional removal by a licenced professional is comparable to most licenced tradesmen including electricians, plumbers and tilers.
- **c.** The cost of disposal at a lawful site is often included with the cost of removal by a licenced professional.
- **18.** If **Tradies** need to remove small amounts of asbestos, they must follow all safety precautions including:
  - **a.** Refer to the asbestosawarness.com.au Tradies Working With Asbestos Fact Sheets 1 or 2 and follow the simple instructions to manage asbestos safely;
  - **b.** Wear PPE;
  - **c.** Ensure dust is minimised; and,
  - **d.** Asbestos is safely removed and legally disposed of as ASBESTOS WASTE in a lawful waste management sites.
- 19. If asbestos is identified in residential properties, unless tradespeople have undergone asbestos awareness training to work safely with asbestos; Don't cut it! Don't drill it! Don't drop it! Don't sand it! Don't saw it! Don't scrape it! Don't scrub it! Don't dismantle it! Don't tip it! Don't waterblast it! Don't demolish it! And whatever you do... Don't dump it!"
- **20. Visit ashestosawareness.com.au** to learn where ashestos-containing products could be located and how to manage ashestos safely or call 1800 Ashestos (1800 272 378) for advice.

# ThinkSmart.ThinkSafe.Think asbestosawareness.com.au

it's not worth the risk!

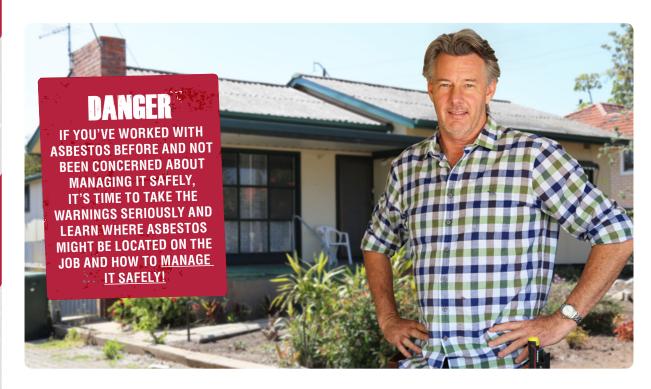






### T2 GUIDE

# A TRADIE'S GUIDE TO SAFE PRACTICES IN MANAGING ASBESTOS IN RESIDENTIAL PROPERTIES



Asbestos-containing materials can be found in any Australian home built or renovated before 1990. Thousands of different types of products remain hidden dangers in 1 in 3 homes including brick, weatherboard, fibro, clad homes, apartments and buildings such as garages, farm structures and in commercial properties if constructed or refurbished before 1990. It could be anywhere!

### PLAY IT SAFE IN THE WORKPLACE & MINIMISE THE RISK OF EXPOSURE TO ASBESTOS FIBRES!

Many tradespersons, workers and labourers can expect to encounter asbestos-containing materials (ACM) in their day-to-day work so Tradies need to think smart, think safe, think asbestosawareness.com.au!

Because it's not worth the risk!

Was the home built or renovated prior to 1987? If asbestos is sealed and in good condition it doesn't pose a health risk to tradies or homeowners. However, without knowing where asbestos-containing products might be located in homes and how to manage asbestos safely, Tradies risk disturbing asbestos and releasing fibres that could be inhaled and can cause serious asbestos-related diseases.









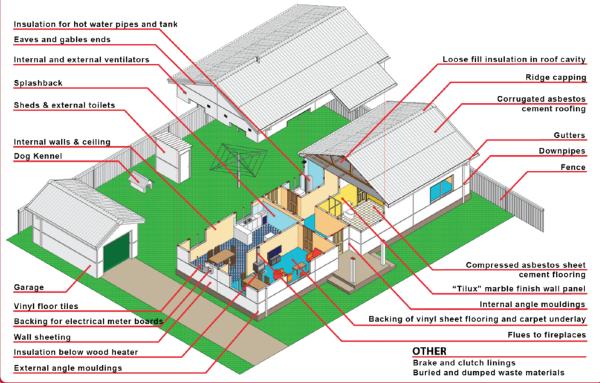






### 1 IN 3 AUSTRALIAN HOMES CONTAIN ASBESTOS!

O YOU KNOW WHERE ASBESTOS COULD BE IN RESIDENTIAL PROPERTIES?















# WHICH TRADIES & WORKERS ARE MOST LIKELY TO COME INTO CONTACT WITH ASBESTOS ON THE JOB?

- Bricklayers
- Builders
- Building construction and civil construction workers
- Building maintenance workers
- Carpenters
- Home handymen
- Installers of external cladding
- Joiners
- Landscapers
- Layers of floor covering and floor sanders (stripping carpets)
- Painters and wallpaper hangers
- Plumbers and drainers
- Electricians
- Roofers
- Tilers
- Fencers
- Installers of solar panels
- Installers of kitchens and bathrooms and those removing old kitchens and bathrooms.

Other trades that may come into contact with asbestos in the home building and maintenance workplace include:

- Landscapers (buried asbestos)
- Heating and air conditioning installers and maintenance workers
- Gas fitters
- Roof and guttering installers
- Telecommunications technicians (installing cabling)

- Insulation installers
- Demolition workers
- Farmers & farmhands in rural areas
- Rubbish removalists (asbestos illegally placed in bins)
- Waste disposal facility workers as green waste and recycling waste can sometimes contain asbestos and land fill operators.













# IMPORTANT

DO NOT ENTER CEILING SPACE OR SUBFLOOR AREAS OF PROPERTIES LOCATED IN COUNCIL REGIONS THAT HAVE BEEN IDENTIFIED AS LOOSE-FILL REGIONS.

To check if your residential worksite is located in an affected area, contact the Council, NSW Fair Trading or the A.C.T. Government.



# WHAT TYPES OF ASBESTOS MIGHT BE FOUND IN HOMES?

There are two types of asbestos building materials: "non-friable" and "friable".

**Non-Friable Asbestos** is any material (other than friable asbestos) that contains asbestos. Non-friable asbestos cannot be crumbled, pulverised or reduced to a powder by hand pressure when dry.

- Products containing non-friable asbestos can be found anywhere!
  Common uses in residential buildings include: asbestos cement (AC)
  sheeting (fibro) which may be flat or corrugated that was used internally
  and externally as roofing, fencing, wall and floor coverings, for water
  drainage and guttering, flue pipes and in wet or high temperature areas.
- Asbestos products don't need to be removed if sealed, in good, stable condition and left undisturbed, because they are unlikely to release dangerous fibres posing health risks.

**Friable Ashestos** is any material containing asbestos in the form of a powder or can be crumbled, pulverised or reduced to powder by hand pressure when dry.

- Friable asbestos was mainly used in industrial applications but non-friable asbestos can become friable if damaged, unsealed and exposed to weather.
- ONLY Class A Licenced Asbestos Removalists can remove friable asbestos.

**Loose-fill (Mr Fluffy)** asbestos insulation was installed in ceilings in some homes in NSW and the ACT between 1968 and 1979. It was made of crushed, loose (friable) asbestos and then pumped (and possibly spread) into the ceiling space as insulation. If disturbed it could migrate to wall cavities and sub-floor areas. However the risk of exposure to asbestos in buildings containing loose-fill asbestos is likely to be very low if the asbestos is undisturbed and sealed off.

- If you are working in NSW or the A.C.T., NEVER enter ceiling or sub-floor space before contacting Council to see if the property is located in an area affected by Mr Fluffy.
- Contact Council, NSW Fair Trading www.fairtrading.nsw.gov.au or the A.C.T. Government www.act.gov.au to check if a property might be located in an affected Council region before entering ceiling or sub-floor space!













# WARNING

ONLY TRADIES WHO'VE UNDERGONE ASBESTOS AWARENESS AND MANAGEMENT TRAINING CAN WORK WITH ASBESTOS MATERIALS.

CONTACT THE GOVERNMENT AUTHORITY IN YOUR STATE OR TERRITORY TO FIND A REGISTERED TRAINING ORGANISATION.



# TRADIES MUST MINIMISE THE RISK OF EXPOSURE TO ASBESTOS FIBRES!

Before commencing any work, renovations or refurbishments to residential properties, Tradies and workers must determine if asbestos containing materials are present to ensure they minimise the risks to their health and the health of colleagues, families and bystanders.

Follow the **20 Point Safety Checklist for Tradies** (Fact Sheet T1) and use the **Residential Asbestos Checklist for Tradies** to assist in identifying the many various types of asbestos-containing products and where they might be located in homes.

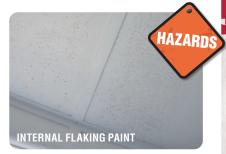
**DOWNLOAD** the **20 Point Asbestos Safety Checklist and Residential Asbestos Checklists** at asbestosawarness.com.au or contact the relevant trade association for guidelines.



### WHEN TO GET THE PROFESSIONALS IN!

IF ASBESTOS PRODUCTS NEED TO BE REMOVED, IT'S RECOMMENDED THAT TRADIES USE LICENCED ASBESTOS REMOVALISTS TRAINED TO REMOVE AND DISPOSE OF ASBESTOS SAFELY.

The cost of engaging a professional licenced asbestos removalist is comparable to other licenced tradespersons including electricians, plumbers and tilers.













#### WHO SHOULD REMOVE AND DISPOSE OF ASBESTOS-CONTAINING MATERIALS?

While Tradies trained in Asbestos Awareness and Management may work with or remove small amounts of asbestos, the removal of asbestos-containing materials is best done by the professionals.

### LICENCED ASBESTOS REMOVALISTS SHOULD REMOVE ASBESTOS MATERIALS.

There are 2 types of Asbestos Removal Licences: Class A and Class B.

- Class A Licence can remove all types of asbestos including Friable (crumbly material).
- Class B Licence can only remove non-friable (solid) asbestos materials.

Regulations about asbestos removal vary from state-to-state. Visit **asbestosawareness.com.au** to ensure you follow regulations.

### WARNING

THERE ARE LEGAL REQUIREMENTS REGARDING ASBESTOS MANAGEMENT, ITS REMOVAL AND DISPOSAL WHICH CAN VARY FROM STATE TO STATE. CHECK WITH COUNCIL OR STATE OR TERRITORY AUTHORITY FOR LEGAL REQUIREMENTS.

# FOLLOW THESE DO'S & DON'TS TO MANAGE ASBESTOS SAFELY

### 2'00

- ✓ **PLAN** your job in advance so you have all the necessary equipment on hand.
- ✓ WEAR Personal Protective Equipment (PPE) at all times
- ✓ **ENSURE** no electrical wiring or electrical products are in the work area.
- ✓ PREPARE your equipment and work area before you start.
- ✓ **ONLY** wear old clothes under the coveralls. These should be disposed of when the job is completed.
- ✓ **COVER** removal area in 200um plastic drop sheets to catch any fibres, dust and debris.
- **WET** the area that contains asbestos using a gentle mist spray of water before commencement. Detergent added to the water helps improve absorption or a mix of 1 part PVA glue to 5 parts water will help bond the material to minimise any dust.
- ✓ **CONTINUE** wetting asbestos that is exposed If you can see it, wet it!
- ✓ **SPRAY** using a spray bottle to wet smaller areas.
- LOW-PRESSURE constant spray mist using a garden hose with a mist nozzle can be used to wet larger areas outdoors such as external walls or fences.
- ✓ **MINIMISE** the number of people in the work area.
- ✓ **DECONTAMINATE** yourself, the work area and equipment when work is completed.

### DON'TS

- ➤ NEVER CREATE dust.
- NEVER BREAK asbestos sheeting.
- NEVER WORK in windy conditions.
- NEVER USE POWER TOOLS OR EQUIPMENT that can produce dust unless you follow the recommended best practice industry guidelines.
- ➤ NEVER USE BROOMS OR BRUSHES except for sealing if using paint or a PVA glue solution.
- NEVER USE HIGH PRESSURE water spray on ANY asbestos product including walls, fences and roofing.
- NEVER USE HOUSEHOLD VACUUM CLEANERS.

  Only special H Class Asbestos vacuum cleaners are used by licenced removalists to collect dry asbestos dust and debris.

### WARNING

NEVER WORK ON DRY OR FRIABLE ASBESTOS. FOR AREAS THAT CAN'T BE WET DOWN PRIOR TO REMOVAL, ENGAGE A LICENCED ASBESTOS REMOVALIST.

DO NOT WET ANY AREA THAT MAY CONTAIN ELECTRICAL WIRING OR EQUIPMENT THAT MAY BE CONNECTED TO ELECTRICITY SUCH AS HOUSEHOLD GOODS (FRIDGES), TOOLS ETC.

#### DON'T KNOW HOW TO IDENTIFY ASBESTOS-CONTAINING MATERIALS?

Visit asbestosawareness.com.au to view our online video, Asbestos In Your Home – The Ultimate Renovators Guide and search the Asbestos Products Database for examples of what to look for!

## **ASBESTOS PERSONAL PROTECTIVE EQUIPMENT (PPE)**SHOULD BE WORN AT ALL TIMES WHEN WORKING WITH ASBESTOS MATERIALS!

The purpose of wearing PPE when working with asbestos is to create a barrier between you and the fibres. There should be no tears or breaks in any PPE products. Remember, if products (such as coveralls) are damaged or torn, fibres can get in so any damaged or perished PPE must NOT be used and must be disposed of.

- 1. IF YOU'RE NOT SURE IF A PRODUCT CONTAINS ASBESTOS, TREAT IT AS IF IT IS ASBESTOS AND TAKE ALL THE NECESSARY PRECAUTIONS!
- **2. SUITABLE PPE** is made from materials that protect you and your clothes from fibres including coveralls, gloves, safety footwear, shoe covers, gloves and protective eyewear.
- **3. DISPOSABLE PPE** can be used ONLY ONCE then must be disposed of safely just like any asbestos waste (see page 7).
- **4. TRADIES SHOULD** always keep a PPE kit on hand as part of their regular tool kit in case they come across asbestos materials on the job.

# **ASBESTOS 'PPE KIT'**PERSONAL PROTECTION EQUIPMENT (PPE)

- **WEAR** all items listed in the PPE Kit whenever working with asbestos.
- **ALL** items in a disposable PPE Kit must be disposed of as ASBESTOS WASTE after use.

#### Wear the PPE in the following order:

- 1. Disposable coveralls 4. Gloves 2. Footwear 5. Mask
- 3. Shoe covers 6. Protective eyewear

NOTE: ONLY WEAR old clothes under the coveralls. These should be disposed of with the coveralls after use.

#### **DISPOSABLE COVERALLS**

- Should be rated Type 5, Category 3.
- Be labelled for asbestos use.
- Be one size too big to prevent breaking or tearing when worn.
- Include a hood and elasticised cuffs.
- Cuffs should be pulled over the edge of gloves.
- If the cuffs of coverall arms are loose, seal them with tape to prevent fibres getting in.
- After the shoe covers are fitted, ensure the coverall legs then go over the top of shoe covers.
- After the mask and eyewear are fitted, ensure the hood goes over the mask straps and arms of eyewear, and covers all hair.

#### **FOOTWEAR & SHOE COVERS TO BE WORN OVER SHOES**

- **NEVER** wear boots or shoes with laces as they can't be decontaminated.
- **GUMBOOTS** are the best option as they are easily wiped clean and have no laces. Once cleaned appropriately they can be re-used for non-asbestos work.
- SHOE COVERS are worn OVER shoes and should cover all of the boot/shoe and be secured above the ankle.
- WHEN shoe covers are secured, pull the cuffs of the coverall legs down to cover the top of shoe covers.

#### **GLOVES**

- Use ONLY disposable Latex, Nitrile or neoprene gloves.
- Tuck under the cuffs of coveralls and tape the cuffs if loose.

#### MASK (RESPIRATORY PROTECTIVE EQUIPMENT)

- Your mask should be worn at all times when working with asbestos containing materials.
- Minimum P2 filter, half face disposable particulate respirator.
- Half face non-disposable particulate respirator with cartridge is preferred but it must be decontaminated after each use.
- The wearer must be clean shaven in the area of the seal.
- All respirators are different shapes and sizes so it's important that the size is correct to properly fit to the wearer's face.
- Ensure your mask fits perfectly by conducting a respirator fit check.
  - Close off inlet to filter with hands
  - Inhale gently
  - Hold for 10 seconds
  - Ensue the face piece remains slightly collapsed

#### **PROTECTIVE EYEWEAR**

- **ALWAYS** wear protective eyewear when working with materials that might produce dust.
- After fitting your mask, fit your eyewear and place the hood over the top of the mask straps and eyewear arms.









#### **EQUIPMENT CHECKLIST**

- ✓ **ENSURE** your PPE kit includes ALL items listed here.
- PLASTIC 200um in rolls for covering areas in the work space.
- ✓ **DUCT TAPE** for sealing bags and securely joining pieces of plastic from rolls.
- ✓ WET WIPES (preferred) or disposable cloths for decontaminating the area after the job is complete.
- ✓ **BUCKET** for wetting disposable cloths when decontaminating the area.
- ✓ WATER sprayer (hose or bottle) for wetting down asbestos materials.
- ✓ **SEALANT** (PVA glue) to mix 1 part per 5 parts with water to seal edges.
- ✓ NON-ELECTRICAL tools for removal of fixings and materials if required.
- ✓ **PLASTIC BAGS** to contain and seal in asbestos materials. These should be made of 200um (0.2mm) virgin plastic and be labelled/marked as 'ASBESTOS WASTE'. If bags are unavailable, use 200um virgin plastic in rolls and label/mark as 'ASBESTOS WASTE'.



### **WORKING SAFELY WITH ASBESTOS**

- 1. INFORM homeowners in advance before commencing work
- **2. HOMEOWNERS** should remove washing from clotheslines. Remove pets and pet bowls from work area.
- **3. ENSURE** no one else is near the area you are working in unless they're wearing PPE.
- **4. CLOSE** all doors and windows to prevent drafts.
- **5. TURN OFF** all heating or cooling systems including fans and air-conditioning.
- **6. COVER** any surface in the work area that could become contaminated with fibres, dust and debris with plastic sheeting (200um drop sheets) and secure with duct tape.
- 7. **BEFORE STARTING WORK** wear all your PPE gear!
- **8. KEEP** asbestos materials wet using a light mist spray.
- **9. AVOID** breaking asbestos materials during work.
- **10. DO NOT** leave the work area once work has commenced. If you must leave while work is underway, you must decontaminate yourself as per the following procedures and recommence work using new PPE.

### STEPS FOR DECONTAMINATION

### HOW TO SAFELY DOUBLE BAG AND SEAL ASBESTOS WASTE AND PPE

- Carefully place asbestos materials in the 200um plastic bags or wrap using rolls of 200um plastic (drop sheets), seal using duct tape and label 'DANGER ASBESTOS WASTE'.
- **2.** Plastic bags containing asbestos should NOT be more than half full to prevent breaking and must be double bagged.
- **3.** Tightly twist the bag opening and fold over to form a 'goose neck'.
- **4.** Secure with heavy duty duct tape or similar to seal.
- 5. Place each sealed bag inside a second plastic bag labelled 'DANGER ASBESTOS WASTE' and seal as you did the first bag with duct tape. This is called 'double bagging'.
- **6.** If using rolls of 200um plastic, carefully wrap items and seal edges of plastic with duct tape. Repeat the process to double wrap materials.
- **7.** Whether using bags or rolls of 200um plastic, all materials must be double wrapped or double bagged, sealed with duct tape and labelled '**DANGER ASBESTOS WASTE**'.

### **IMPORTANT**

ALL MATERIALS MUST BE 'DOUBLE BAGGED' USING 200UM PLASTIC BAGS OR 'DOUBLE WRAPPED' USING 200UM PLASTIC ROLLS, SEALED WITH DUCT TAPE AND LABELLED 'DANGER ASBESTOS WASTE' BEFORE BEING REMOVED FROM THE WORK AREA FOR APPROPRIATE DISPOSAL.

YOU MUST CONTINUE TO WEAR YOUR PPE THROUGHOUT THIS PROCESS.

**REMOVE YOUR MASK LAST!** 

#### **DECONTAMINATING THE WORK AREA**

- **1.** Carefully wrap plastic drop sheets and double bag or wrap.
- **2.** Use wet wipes or wet disposable cloths to wipe away any dust from surfaces or tools.
  - Wet wipes/cloths should be used ONCE ONLY.
  - Wet wipes/cloths should be used flat (not wadded).
  - If using cloths, use the bucket of water to wet cloths before use.
  - Never rinse cloths in water and reuse.
  - After use, wet wipes or cloths must be double bagged or double wrapped and seal with duct tape.
- 3. Carefully wet wipe surfaces and all hand tools or equipment including the bucket. If tools aren't able to be decontaminated they should be discarded as 'ASBESTOS WASTE' or double bagged for later use but ONLY when wearing PPE.
- **4.** Wet wipe the outside of bags before removing bags from the work area.

#### PERSONAL DECONTAMINATION

- **1.** Remove any visible asbestos dust from protective clothing by wet wiping with clean, wet wipes/cloths and place a 200um plastic bag.
- **2.** Carefully remove shoe covers, gloves and coveralls and place in a 200um plastic bag.
- **3.** Use wet wipes/cloths to wipe down footwear then place cloths in a plastic bag.
- **4.** Wipe down the outside of all bags with wet wipes/cloths and place in a plastic bag.
- **5.** Remove mask last and place in a 200um plastic bag and seal using the double bag method.
- **6.** Remove old clothing and double bag as you did the other disposable items.
- **7.** Seal all plastic bags using duct tape and the double bag method.
- **8.** Wash hands, nails, face and head thoroughly with soapy water.
- **9.** Shower and wash hair to complete personal decontamination.

### IMPORTANT

WHEN DECONTAMINATING
YOURSELF, ALL ITEMS
MUST BE DOUBLE BAGGED,
SEALED WITH DUCT TAPE
AND DISPOSED OF AS
ASBESTOS WASTE AS PER
THE ABOVE.

#### SAFELY DISPOSE OF ASBESTOS WASTE - Whatever you do, DON'T dump it!

- It is IMPORTANT that ALL PPE and materials used when removing or repairing asbestos are disposed of as ASBESTOS WASTE.
- Not all waste centres accept asbestos waste. Check with Council for your nearest authorised asbestos waste disposal centre.

### **ALWAYS MANAGE ASBESTOS SAFELY!**





# ThinkSmart.ThinkSafe.Think asbestosawareness.com.au

### it's not worth the risk!

- **1. NEVER** use tools, equipment or any other implement on asbestos materials that may cause the release of uncontrolled airborne asbestos into the atmosphere including:
  - **a.** Power tools such as drills, angle grinders, circular saws and sanders.
  - **b.** Brooms or other abrasive implements.
- **2. NEVER** use household/domestic vacuum cleaners when working with asbestos-containing materials or in the decontamination process.
- **3. ALWAYS** (where possible) use manually operated (non-powered) hand tools in combination with wet methods for dust control including:
  - a. Dust control hoods in combination with wet methods.
  - **b.** Water spraying with PVA solution of asbestos material during work.
  - **c.** Use gels and pastes to seal asbestos.
  - d. Shadow vacuum with a Class H approved asbestos vacuum. DO NOT USE household/domestic vacuum cleaners.
- **4. ALWAYS** ensure the use of tools and equipment on asbestos materials that may generate airborne asbestos is controlled by being:
  - a. Enclosed.
  - **b.** Designed to capture or suppress airborne asbestos.
  - **c.** Used in a way that airborne asbestos is not generated.
  - **d.** Any or all of the combinations above.

#### HAVE YOU BEEN EXPOSED TO ASBESTOS FIBRES?

The Australian Federal Government has created a register to record the details of members of the community who think they may have been exposed to asbestos. If you think you may have been exposed to asbestos fibres either during the course of your employment, at home or in the community, please register your details online.

www.asbestossafety.gov.au

For more information about asbestos and how to manage it safely visit asbestosawareness.com.au



asbestos education committee