ASBESTOS SAFETY POLICY AND PROCEDURE (ASBESTOS MANAGEMENT PLAN)

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1 PURPOSE

1.1 This policy and procedure outlines how CQUniversity will meet or exceed legislative obligations to eliminate or minimise risks associated with exposure to asbestos and other material containing asbestos.

2 SCOPE

2.1 This policy and procedure applies to CQUniversity employees, students, contractors and their employees, and all visitors whilst at CQUniversity worksites including individuals participating in work activities that are conducted off-site.

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3 POLICY STATEMENT

3.1 In relation to asbestos management, the University has a commitment to:

- identify and manage asbestos and asbestos containing material so as to eliminate or minimise exposure
- work towards the ultimate long-term goal of having an asbestos-free workplace
- provide relevant information and consultation with employees, students and others on asbestos-related matters
- ensure that any asbestos removed is disposed of safely and in accordance with legislative requirements, and
- identify health, safety and environmental requirements of the contractor and the University relating to asbestos related work. This incorporates a risk management approach to the utilisation of contractors and employees so that potential risks to the health, safety and environment are identified, assessed and controlled, allowing contractors and employees to work safely at all times.

3.2 Any work conducted with asbestos containing material must comply with current legislation. It is the University's intention that appropriately licensed asbestos removal contractors will conduct all forms of asbestos removal work. However, extenuating circumstances may apply where University employees may be required to adopt other safe systems of work or processes to ensure task completion. For example, conducting emergency repairs to critical University services after a natural disaster.

3.3 Refer to Appendix 1 for the general principles of an asbestos management plan.

Risk management process[1]

3.4 The process of risk management starts with a commitment by the University to manage business and undertakings in a healthy and safe manner. The purpose of risk management is to enable decisions to be made about appropriate control measures to lower the known risk as far as practicable.

3.5 Managing work health and safety risks involves four steps:

- Identifying hazards—find out what could cause harm.
- Assessing risks (if necessary)—understand the nature of the harm that could be caused by the hazard, how serious the harm could be and the likelihood of it happening.
- Controlling risks—implement the most effective control measure that is reasonably practicable in the circumstances.
- Reviewing control measures—ensure control measures are working as planned.

Figure 1 The risk management process

[1] Risk management process as outlined by SafeWork Australia.

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3.6 Many hazards and their associated risks are well known and have well established and accepted control measures. In these situations the second step to formally assess the risk is unnecessary.

3.7 If, after identifying a hazard, the risk, and how to control it effectively, is known, controls can be implemented.

3.8 Risk management is a proactive process that helps the University to respond to change and facilitate continuous improvement. It should be planned, systematic and cover all reasonably foreseeable hazards and associated risks.

Identification of asbestos containing material in the workplace

3.9 In accordance with the Model Code of Practice: How to manage and control asbestos in the workplace, structures built or installed prior to 31 December 2003 will be inspected for asbestos, by a competent person engaged by the Facilities Management Directorate, to identify any asbestos containing materials present in the workplace. An Asbestos Register will be implemented for each structure that is known, or suspected to contain, asbestos containing material.

3.10 Business areas within the University will ensure any plant/equipment under their control that may contain, or is suspected to contain, asbestos material is assessed by a competent person as engaged by the Facilities Management Directorate. Risk will be evaluated and appropriate controls implemented. Inspection periods to ensure risk controls are effective will be identified in the Asbestos Register.

Warning signs/labelling

3.11 Buildings which are known, or suspected to contain, asbestos containing materials will have a warning sign at every main entry to indicate that an Asbestos Register exists for the building. This Register must be consulted before undertaking any works which may impact the building. The warning sign must be clearly visible from all directions leading into the building and will meet the Model Code of Practice: How to manage and control asbestos in the workplace. A typical sign will read: "*Warning! Asbestos containing material exists in this building. Consult the Asbestos Register prior to commencing work with this material*."

3.12 A system of labelling has been implemented throughout the University premises to clearly identify and provide warning of the presence of asbestos containing materials. These labels comply with Australian Standards AS 1216-2006 – Class labels for dangerous goods and AS 1319-1994 – Safety signs for the occupational environment. As example of the standard warning label is provided below:

3.13 The purpose of such labelling is to immediately draw attention of personnel to the presence of asbestos to avoid the inadvertent mechanical disturbance of the material via maintenance or other works.

3.14 Labels for internal usage must be waterproof and self-adhesive. Weatherproof signage constructed from rigid, hard wearing materials, such as sheet metal, are required for outdoor applications (e.g. warning signage fixed on or near brittle corrugated asbestos cement roof cladding).

3.15 Labels or other clear signage will be installed in prominent positions on or near asbestos containing materials, where maintenance personnel may operate from time to time. Such areas will typically include plant rooms, ceiling spaces, service ducts, and the like where asbestos containing materials is present.

Re-survey/re-inspection

3.16 Re-surveys and/or re-inspections of each building identified as containing asbestos (including asbestos containing material) will occur every five years, or until the asbestos containing materials have been removed.

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Asbestos sampling and analysis

3.17 Asbestos sampling will be undertaken by a competent person trained in asbestos removal. The minimum requirement is provided in the Safe Working Procedures (SWP) No. 7 Sampling of Non-Friable Asbestos Containing Materials (available from the Safety and Wellbeing Unit).

3.18 The sample will be issued a 'sample number' by the Facilities Management Directorate, which will be attached to the sample.

3.19 The competent person will ensure a detailed location description of where the sample was taken and will affix an asbestos sample sticker to the sample location. The sample will be sent to a National Association of Testing Authorities (NATA) accredited laboratory for analysis to confirm if the material contains asbestos and the level of risk associated with the asbestos containing material in situ.

3.20 The results will be returned to the Facilities Management Directorate and filed for the respective building in the Asbestos Register.

Exposure standards

3.21 Exposure standards set out the airborne concentrations of asbestos which should not damage the health of workers. The exposure standards for asbestos are:

- Amosite (brown asbestos): 0.1 fibres per millilitre of air
- Crocidolite (blue asbestos): 0.1 fibres per millilitre of air
- Chrysotile (white asbestos): 0.1 fibres per millilitre of air

3.22 Any situation or area which exceeds the asbestos exposure standard will be controlled to minimise risk of exposure.

Asbestos register

3.23 The Facilities Management Directorate will maintain an accurate online register of all identified or suspected asbestos containing material.

- The register will be reviewed at least every five years and updated when any asbestos containing material has been disturbed (removed, sealed or enclosed), or when this policy and procedure is reviewed.
- The register will store information for a period of 30 years commencing from 2008.

3.24 The Asbestos Register will include the following information:

- asbestos that has been identified or suspected present at the workplace
- date when the asbestos was identified
- location (specifically the name of the building and building number), type and condition of the asbestos
- details of any inaccessible areas that are likely to contain asbestos
- analysis results for all testing, confirming whether or not asbestos is detected
- outcomes of any risk assessments, including any reviewed or revised risk assessments
- results and risk assessment of any air monitoring for airborne asbestos fibres
- details of individuals and/or companies engaged to undertake surveys and/or inspections
- details of any work on the asbestos containing material, including the company and date
- clearance certificates
- photos where provided, and
- floor plans showing a mark-up of asbestos containing items.

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3.25 Access to the Asbestos Register will be provided to the employers, employees, contractors and contractor's employees, and/or the person assuming management or control of the workplace if the University is relinquishing management and control of the workplace and/or to interested parties who may be tendering or quoting for such work, where:

- work is performed which may expose persons to airborne asbestos fibres, or
- demolition or refurbishment of a structure constructed or installed before 31 December 2003.

4 PROCEDURE

4.1 Asbestos containing materials have been used in the construction of numerous University buildings over many years. The use of all types of asbestos including manufacture and use (including reuse or sale) of any asbestos product in Australia is now prohibited.

4.2 General information relating to asbestos management is included in the University online contractor induction program.

4.3 Prior to the commencement of any work on University premises (e.g. demolition, refurbishment, maintenance or installation of new equipment) the Asbestos Register must be checked to determine the presence of asbestos containing material.

4.4 If presence of asbestos containing material, the material will be assessed for removal or containment. In exceptional circumstances the asbestos containing material may be encapsulated, upon approval by the Associate Director Safety and Wellbeing (or nominee) and the Director Facilities Management (or nominee).

Asbestos permit to work

4.5 Individuals involved with such work must be familiar with this policy and procedure and the Asbestos Register.

4.6 A Work Method Statement and a Control Plan will be submitted by the individual/s undertaking the work, detailing particulars of the asbestos containing material to be removed, encapsulated or otherwise protected, and the control measures that will be implemented for the safe removal of the asbestos containing material for consideration.

4.7 Where more than one worker is involved, a responsible person will be issued with the University's Asbestos Permit to Work. This person will be responsible for ensuring that the workers are aware of their responsibilities.

4.8 As part of this process:

- the Associate Director Safety and Wellbeing (or nominee) must be notified, and
- tenants of the worksites and other interested parties must be notified of the asbestos removal work (asbestos awareness may be made available to those persons affected by the asbestos work).

4.9 The Asbestos Permit to Work, including an Asbestos Work Permit Number, will be issued by the Facilities Management Directorate and approved by the Associate Director Safety and Wellbeing (or nominee). This permit must be issued prior to any work with asbestos containing materials, and ensures appropriate work practices are employed when working with such material.

4.10 If unknown materials or undocumented materials suspected of containing asbestos are encountered during the works, the work will cease and the Associate Director Safety and Wellbeing (or nominee) must be notified immediately.

Control measures

4.11 As part of an asbestos survey, a competent person must assess the risk posed by the asbestos containing material and determine what, if any, control measures may be required. Generally there are four control options available:

- leave in-situ and manage

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- seal/encapsulate
- enclose/isolate, or
- remove.

4.12 The controls are to be appropriate to the risk of the asbestos containing material in question. The following information should be used as a guideline when determining the correct control measure for management of the asbestos containing material risks. Whilst the ultimate goal of a workplace is to be free of asbestos containing material, priorities should be set for control in the short term.

- Asbestos containing material which is friable and risk of exposure, must be removed by a Class A licensed asbestos removalist as soon as practicable, in accordance with the Model Code of Practice: How to manage and control asbestos in the workplace.
- Asbestos containing material which is non-friable and requires removal, must be removed by a person with a minimum of a Class B asbestos removalist license, in accordance with the Model Code of Practice: How to manage and control asbestos in the workplace.
- Asbestos containing materials that are bonded, stable and sealed, and are unlikely to be disturbed during normal activities, should be left in-situ and managed.
- Asbestos containing materials, if stable and inaccessible, may be left in situ until demolition, partial demolition, renovation or refurbishment of a building.
- If the asbestos containing materials are bonded, stable and unsealed then encapsulation will be conducted depending on the risk of exposure. Encapsulation provides another “barrier” to the potential release of asbestos fibre as well as prolonging the lifespan of the material by providing protection against UV radiation, etc.
- Asbestos containing material must be removed prior to the commencement of demolition, partial demolition or refurbishment if they are likely to be disturbed by those works, in accordance with the Model Code of Practice: How to manage and control asbestos in the workplace.
- The presence and location of any remaining asbestos containing material should be clearly identified where practicable and regularly inspected to ensure that it is not deteriorating or contributing to an unacceptable health risk.
- Airborne asbestos fibres will be controlled to minimise the risk to health. Control measures should be implemented in accordance with the hierarchy of control measures for occupational hazards with elimination the most preferred and personal protective equipment the least. Refer to the Model Code of Practice: How to manage and control asbestos in the workplace for further information on risk control.

Maintenance

4.13 Maintenance tasks that may impact asbestos containing material will be performed under controlled conditions to prevent the distribution of airborne asbestos fibres. These tasks may include, but are not limited to:

- drilling of asbestos containing materials
- sealing, painting, coating and cleaning of asbestos-cement products
- cleaning leaf litter from gutters where asbestos-cement roofing material exists
- replacing cabling in asbestos-cement conduits or boxes
- working on electrical mounting boards containing asbestos, and
- inspection of asbestos friction materials.

Refer to the Related Legislation and Documents section of this policy and procedure.

Asbestos removal

4.14 Any asbestos containing material will be removed by a person with the appropriate class asbestos removal licence. Asbestos removal work will be performed in accordance with requirements as per current legislation including:

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- having an asbestos removal supervisor present or available
- having an Asbestos Removal Control Plan in place
- providing written notification to Workplace Health and Safety Queensland (The Regulator) five days prior to licence asbestos removal
- obtaining a University Asbestos Permit to Work, and
- undertaking a clearance inspection.

4.15 Appropriately licensed asbestos removal contractors, and not University personnel, will conduct all forms of asbestos removal work.

Airborne asbestos fibre monitoring

4.16 Airborne asbestos fibre monitoring must be conducted during and after the removal of friable asbestos containing material by an independent competent person, or if determined as a control measure resulting from a risk assessment.

4.17 Air monitoring will be conducted:

- during the removal works to check the effectiveness of control measures implemented by the asbestos removal contractor (e.g. isolating the removal work area with a sealed, airtight enclosure fitted with negative air generating units, etc.)
- After the asbestos containing material has been completely removed and the business area has passed a satisfactory visual inspection to determine whether the area is safe to reoccupy by unprotected persons, and/or
- for asbestos exposure as a result of the assessment.

4.18 Air monitoring must be conducted by a competent person in accordance with Guidance Note on the Membrane Filter Method for Estimating Airborne Asbestos Fibres.

Tools and equipment

4.19 Tools and equipment used for asbestos related work will minimise the generation of airborne asbestos fibres.

4.20 Hand tools are preferred to power tools. High-speed abrasive power or pneumatic tools such as angle grinders, sanders, saws and high-speed drills are not permitted.

4.21 Vacuum cleaners used for asbestos cleaning must comply with Australian Standard IEC 60335-2-69:2021 Household and similar electrical appliances – Safety Part 2-69: Particular requirements for wet and dry vacuum cleaners, including power brush, for commercial use. Household vacuum cleaners are not permitted.

4.22 At the end of the removal work, all tools will be:

- decontaminated (i.e. fully dismantled and cleaned under controlled conditions as described in Model Code of Practice: How to manage and control asbestos in the workplace
- placed in sealed containers and used only for asbestos removal work, or
- disposed of as asbestos waste.

Clearance certificates

4.23 Before an area can be re-occupied post asbestos removal, a clearance inspection must be performed. The clearance inspection must be undertaken by an independent competent person and a clearance certificate obtained from that person.

4.24 Clearance monitoring is a mandatory requirement for all friable asbestos removal works and is recommended for bonded asbestos containing material removal works particularly when the bonded asbestos containing material is located internally or near sensitive receptors such as air intakes.

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4.25 The complete removal of all asbestos containing material must be verified with a written clearance certificate which must include details of a satisfactory clearance inspection conducted by the independent competent person. If clearance air monitoring has been conducted, the results of the air monitoring must be included as part of the clearance certificate.

4.26 Upon completion of the work, the responsible person will forward the:

- clearance certificate (obtained from the independent competent person (i.e. Occupational Hygienist))
- waste transport certificate (if more than 250kg)
- waste disposal certificate, and
- Asbestos Permit to Work

to the Facilities Management Directorate for approval that all work has been completed.

4.27 Once approved by the Facilities Management Directorate, documentation will be forwarded to the Associate Director Safety and Wellbeing for final approval. Copies of all documentation will be retained by the Safety and Wellbeing Unit and the originals will be returned to the Facilities Management Directorate, where the Asbestos Management Plan and Asbestos Register will be updated as appropriate.

Health monitoring

4.28 Health monitoring is required for workers carrying out licensed asbestos removal work or other ongoing asbestos related work at a workplace, and is at risk of exposure to asbestos when carrying out the work. Consideration must be given to the worker's demographic, medical and occupational history and records of the worker's personal exposure.

4.29 Health monitoring must include a physical examination of the worker, with emphasis on the respiratory system, including standardised respiratory function tests, unless another form of health monitoring is recommended by a registered medical practitioner. Workers must be informed of any health monitoring requirements before the worker carries out work that may expose them to asbestos.

4.30 Health monitoring reports must be kept as a confidential record for at least 40 years after the record is made and identified as a formal record for the particular worker.

4.31 Refer to Model Code of Practice: How to manage and control asbestos in the workplace for further information.

Training

4.32 Any person involved in asbestos removal or asbestos related work will undertake training in the identification and safe handling and/or suitable control measures for, asbestos and asbestos-containing material.

4.33 Accredited Asbestos Removal Training will be provided by a registered training organisation (RTO) to people who are required to remove bonded asbestos containing material.

4.34 The holder of a B-Class Licence is permitted to remove bonded asbestos containing material only. This licence does not permit holders to remove friable asbestos containing material.

4.35 Refer to Model Code of Practice: How to manage and control asbestos in the workplace for further information.

Waste

4.36 Asbestos containing material waste will be disposed of at an approved landfill disposal site by licensed contractors, and in accordance with the requirements of the relevant state/territory legislation. Transport and disposal of asbestos waste will be carried out only in a manner that will prevent the liberation of asbestos fibres into the atmosphere. Asbestos containing material will not be stored for extended periods or buried on University property.

4.37 To achieve "final completion" of an asbestos removal project, the University requires verification that the asbestos containing material waste has been transported and disposed of in accordance with state/territory legislative requirements. Copies of the Environmental Protection Authority (EPA) Waste Tracking document and license for carrying out this removal and disposal must be provided.

Incident response

4.38 If an incident or emergency involving the immediate or imminent exposure to asbestos fibre occurs, work will cease immediately and a report will be made by the University's appointed responsible person and the Associate Director Safety and Wellbeing. Refer to the incident response flowchart in Appendix 2.

5 RESPONSIBILITIES

Compliance, monitoring and review

5.1 Individuals have a duty to take reasonable care for their own health and safety and must not adversely affect the health and safety of other persons. They must comply with any reasonable instruction and co-operate with any reasonable policy document relating to health and safety at the workplace.

5.2 The Safety and Wellbeing Unit will assist to facilitate compliance, monitoring and review. Refer to the Work Health and Safety Roles and Responsibilities Procedure.

5.3 The Executive Director People and Culture and Associate Director Safety and Wellbeing are responsible for implementing, monitoring, reviewing and ensuring compliance with this policy and procedure.

Safety and Wellbeing Unit

5.4 The Safety and Wellbeing Unit will:

- assist management and others to facilitate compliance, monitoring and review
- develop, maintain and review this policy and procedure in consultation with other key stakeholders
- respond to and report any asbestos exposure related incidents and implement control measures, and
- authorise the Asbestos Permit to Work.

Refer to the Work Health and Safety Roles and Responsibilities Procedure.

Business area

5.5 Each business area will ensure that the particulars contained within this policy and procedure are implemented when people under their control are working with asbestos containing materials, and are specifically responsible for:

- having qualified consultants access any suspect plant/equipment under their control to determine if it contains any asbestos containing material, and include details in the Asbestos Register
- ensuring employees are aware of any building/plant/equipment that may contain suspect asbestos containing material
- providing adequate training to employees within the areas in the process of reading the Asbestos Register specific to their requirements, and
- developing appropriate safe work procedures and communicating these to employees if there is a requirement to work with asbestos containing material.

Facilities Management Directorate

5.6 The Facilities Management Directorate will:

- ensure qualified consultants access buildings and/or any suspect plant/equipment under their control to determine if they contain any asbestos containing material, and include these details in the Asbestos Register

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- ensure regular inspections and monitoring is conducted for identified asbestos areas/equipment within their responsibility as per legislation, and that senior management is informed of these reports
- develop appropriate safe work procedures and communicate them to employees if there is a requirement for asbestos removal within their area of responsibility
- provide adequate resources for employees to meet legislated obligations and to comply with this policy and procedure
- maintain the Asbestos Register
- budget for and manage University asbestos removal programs
- provide appropriate notification to Safety and Wellbeing of any asbestos removal work, and
- ensure that the appointed responsible persons receive appropriate training to enable them to competently manage assigned asbestos management projects on behalf of the University.

Appointed responsible person

5.7 The University appointed responsible person will:

- be responsible for ensuring that the particulars contained within the policy and procedure are implemented when people under their control are working with asbestos containing material
- ensure that project personnel/contractors are made aware of and meet requirements of this policy and procedure, have the appropriate licences, and undertake the online contractor induction program prior to asbestos work commencing
- provide appropriate notification to the Associate Director Safety and Wellbeing (or nominee), Security and any cleaning managers or works involving asbestos
- ensure that all Asbestos Removal Control Plans and Work Method Statements have been received prior to asbestos work commencing
- report any incidents that occur within their area of responsibility, implement control measures to eliminate or reduce the case and participate in any subsequent investigation, and
- initiate the Asbestos Permit to Work prior to performing asbestos removal work.

Competent person

5.8 Competent persons will:

- make themselves aware of their responsibilities as outlined in this policy and procedure before the commencement of work
- have appropriate training and hold relevant certification for asbestos removal
- notify the responsible person of any suspect material
- submit the Asbestos Permit to Work to the Responsible Person prior to performing asbestos removal work
- undertake the online contractor induction program prior to performing asbestos removal work
- develop a site specific Asbestos Removal Control Plan and Work Method Statement prior to performing asbestos removal work
- ensure that the person in charge of the team has been issued with the Asbestos Permit to Work and be responsible for ensuring that the workers are aware of their responsibilities
- communicate and report hazards/incidents associated with the work process
- participate in the investigation of any incidents, and
- use personal protective equipment as required.

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Individuals

5.9 When identifying an incident, individuals will:

- initiate urgent corrective action to ensure the safety for incidents deemed to have potential to cause concern, injury or results in an individual being injured. Then report the incident to the Work Area Supervisor, and.
- following reporting to the Work Area Supervisor, report the incident to the Associate Director Safety and Wellbeing (or nominee) and the Director Facilities Management (or nominee).

Work area supervisor

5.10 When an incident has been reported, the work area supervisors will:

- assess the corrective actions and re-assess the situation to ascertain the safety of all, and
- ensure the preservation and security of the site for relevant authorities.

Associate Director Safety and Wellbeing and Director Facilities Management

5.11 When an incident has been reported, the Associate Director Safety and Wellbeing and Director Facilities Management will:

- investigate and compile the any necessary incident reports as defined by legislation.

Reporting

5.12 No additional reporting is required.

Records management

5.13 Employees must manage records in accordance with the Records Management Policy and Procedure. This includes retaining these records in a recognised University recordkeeping information system.

5.14 University records must be retained for the minimum periods specified in the relevant Retention and Disposal Schedule. Before disposing of any records, approval must be sought from the Records and Privacy Team (email records@cqu.edu.au).

5.15 The Facilities Management Directorate will maintain detailed records of all activities relating to asbestos containing material works which have been undertaken on University premises. The records kept will include:

- copies of asbestos survey/audit reports, including updates and amendments
- copies of all Permit to Work documents
- site induction records pertaining to the informing of contractors about the presence of asbestos on site
- records of any employees trained in identification and safe handling of asbestos and asbestos containing material for a period as per the General Retention and Disposal Schedule requirements
- Clearance certificates indicating areas are safe to reoccupy after asbestos abatement works
- airborne fibre monitoring results, and
- previous versions of the Asbestos Register.

5.16 All asbestos related records and documents will be retained in accordance with the relevant Retention and Disposal Schedule. Health monitoring reports must be kept as a confidential record in accordance with the relevant Retention and Disposal Schedule.

6 DEFINITIONS

6.1 Terms not defined in this document may be in the University glossary.

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6.2 Other definitions in relation to Work Health and Safety can be located in the respective legislative documentation (e.g. Work Health and Safety Act, Work Health and Safety Regulations, Codes of Practice, Guides).

Terms and definitions

Competent person: as defined in the Work Health and Safety Regulation 2011 (Qld).

7 RELATED LEGISLATION AND DOCUMENTS

Australian standards:

- AS 1216-2006 – Class labels for dangerous goods
- AS 1319-1994 – Safety signs for the occupational environment
- IEC 60335-2-69:2021 Household and similar electrical appliances - Safety

Environmental Protection Act 1994 (Qld)

Environmental Protection Regulation 2019 (Qld)

Guidance Note on the Membrane Filter Method for Estimating Airborne Asbestos Fibres

Model Code of Practice: How to manage and control asbestos in the workplace (SafeWork Australia)

Model Code of Practice: How to safely remove asbestos (SafeWork Australia)

Safe Work Practices (these are internal documents which can be requested from the Safety and Wellbeing Unit):

- SWP No. 1 Drilling of Asbestos Containing Materials
- SWP No. 2 Working on Electrical Mounting Boards (Switchboards) Containing Asbestos
- SWP No. 3 Patching, Sealing, Painting, Coating and Cleaning of Asbestos Cement Products
- SWP No. 4 Selection and Use of Personal Protective Equipment (PPE)
- SWP No. 5 Removal of Asbestos Cement Sheeting
- SWP No. 6 Replacing Cabling in Asbestos Cement Conduits or Boxes
- SWP No. 7 Sampling of Non Friable Asbestos Containing Materials

Work Health and Safety Act 2011 (Qld)

Work Health and Safety Regulation 2011 (Qld)

Work Health and Safety Roles and Responsibilities Procedure

8 FEEDBACK

8.1 Feedback about this document can be emailed to policy@cqu.edu.au.

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9 APPROVAL AND REVIEW DETAILS

Approval and Review	Details
Approval Authority	Vice-Chancellor and President
Delegated Approval Authority	N/A
Advisory Committee	University Management Committee
Required Consultation	Joint Consultative Committee
Administrator	Executive Director People and Culture
Next Review Date	20/12/2024

Approval and Amendment History	Details
Original Approval Authority and Date	Vice-Chancellor and President 7/03/2018
Amendment Authority and Date	Minor typographical amendment 03/07/2019; Editorial amendment 02/09/2020; Director People and Culture 20/12/2021; Editorial amendment 17/05/2023; Editorial amendments 25/01/2024.
Notes	This document replaced the Safety Health Environment Workcover Sustainability (SHEWS) Asbestos Management Procedure (Asbestos Management Plan) (14/03/2013).

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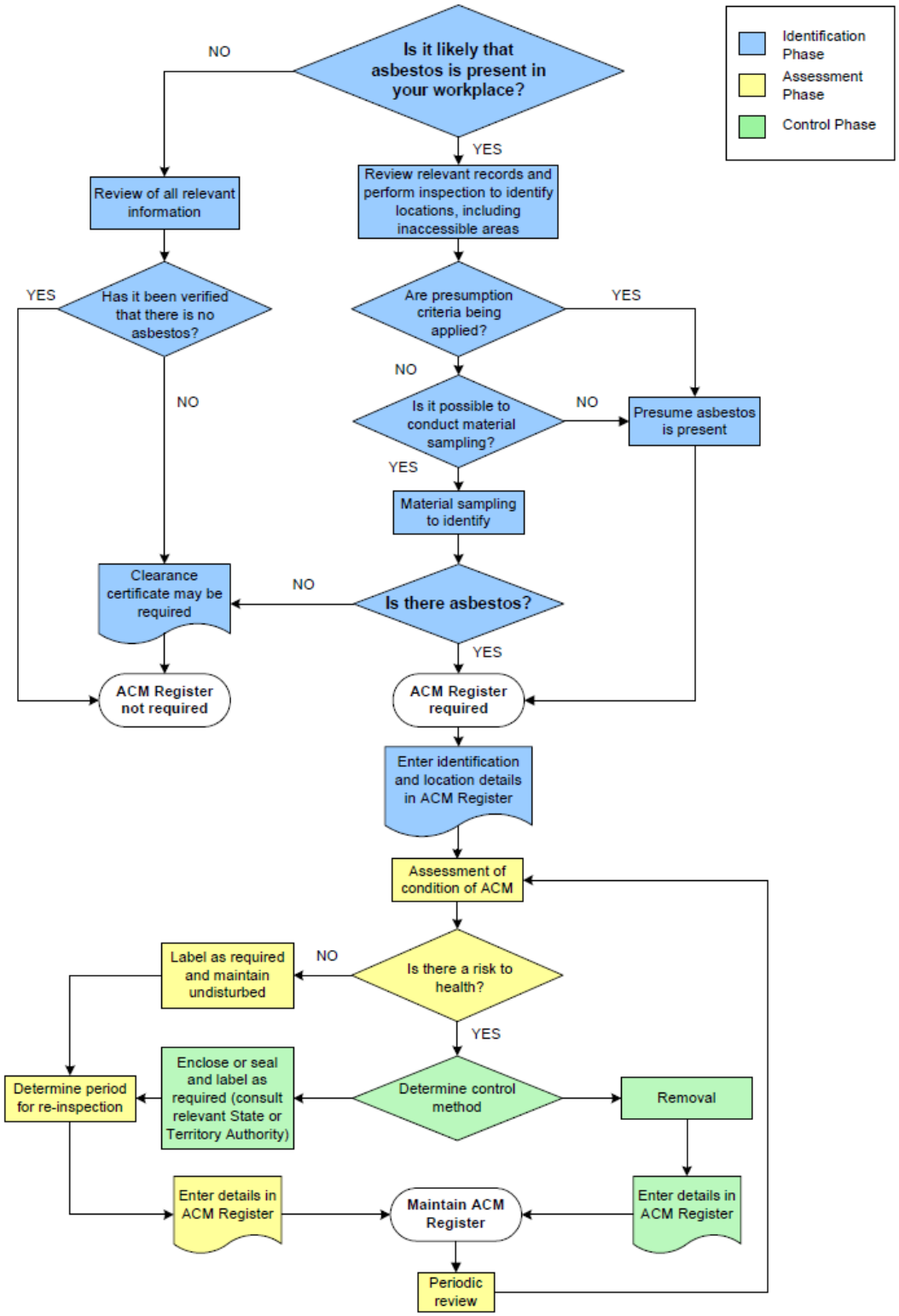
10 APPENDICES

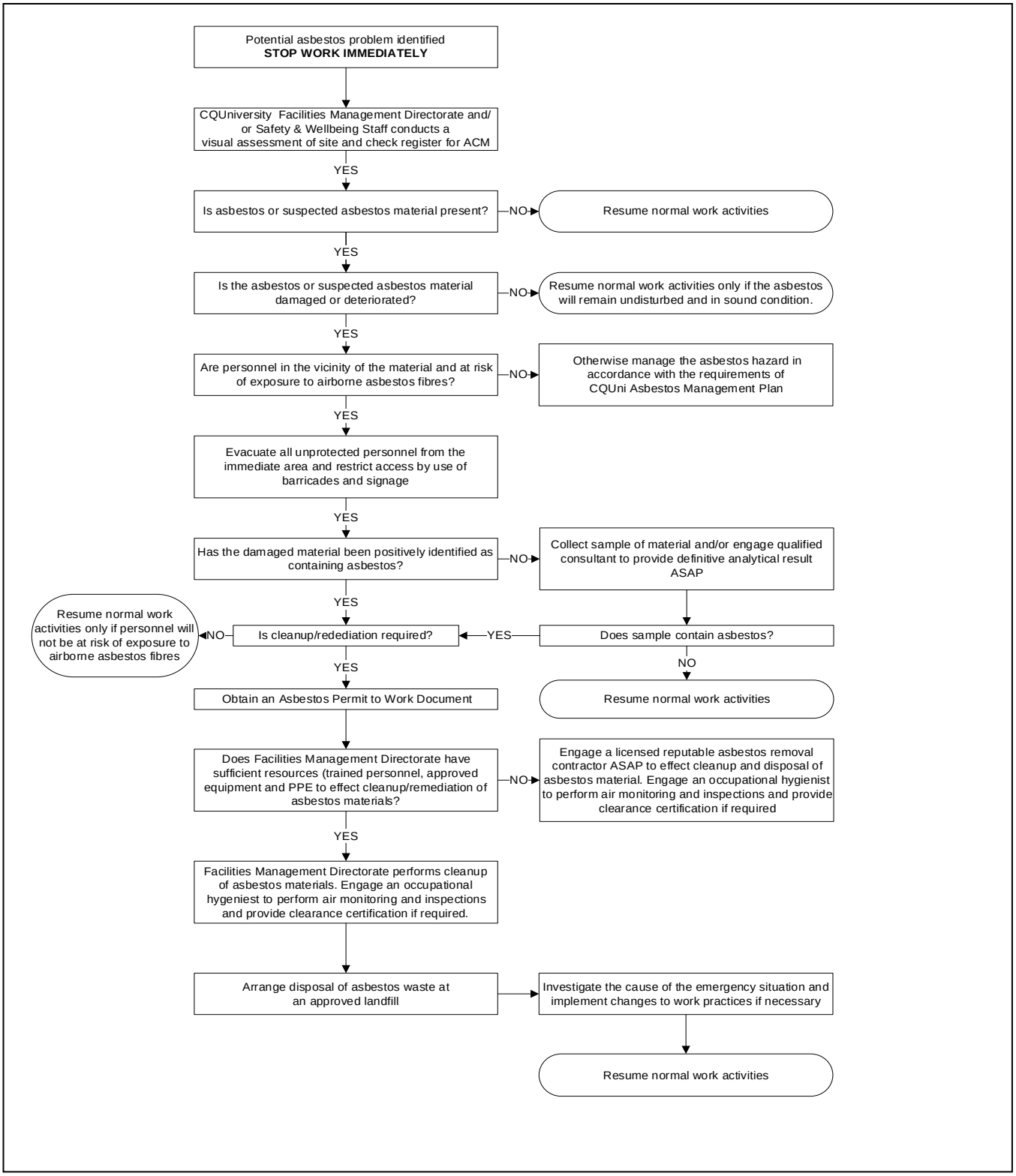
Appendix 1: General principles of an asbestos management plan

Refer to SafeWork Australia's Model Code of Practice: How to manage and control asbestos in the workplace

Figure 1. General principles of an asbestos management plan



Appendix 2: Incident response flowchart



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