

Asbestos Management Risk Assessment Checklist



What is the issue?

Building materials containing asbestos were in widespread use in New Zealand and overseas until the 1980s because of its fire-resistant properties. Given the age of the school portfolio, asbestos or asbestos containing materials (ACMs) might be present in many schools.

Where asbestos is left in place and is in good condition, it does not pose a significant health and safety risk. However if it disturbed during refurbishment or demolition, there is a risk of asbestos fibres becoming airborne and creating a health risk.

The health and safety of staff and students are our top priority. Where building work is planned at a school, the presence of asbestos will be determined so that it can be removed safely. Following the checklist actions for all stages of the asbestos work will ensure that exposure of persons to airborne asbestos is eliminated, and if this is not reasonably practicable, will minimise the exposure.

Managing projects

The Health and Safety at Work (Asbestos) Regulations prescribe a number of duties for the management of asbestos. An underlying requirement (regulation 9) is that the person conducting a business or undertaking (PCBU) with management or control of the workplace must ensure that:

- exposure of a person to airborne asbestos is eliminated so far as is reasonably practicable, and
- if it is not reasonably practicable to eliminate exposure, to minimise that exposure.

The Health and Safety at Work Act 2015 requires PCBUs to either eliminate risks to health and safety or if it is not reasonably practicable to minimise the risks.

When managing projects where asbestos is present, or might be present, it is important that the risks be assessed as this will help determine the best control methods to ensure health and safety.

If you are managing or involved in a project you must ensure the following steps are followed:

Actions	Check
1 Consult, inform and co-ordinate at all stages with the other PCBUs with shared duties on the project eg schools, contractors and project managers.	<input type="checkbox"/>
2 Identify if asbestos is present: <ul style="list-style-type: none"> • Has a survey been conducted (visual or destructive testing)? • Do Ministry records indicate asbestos is present? • Does the schools hazard and risk register indicate asbestos is present? 	<input type="checkbox"/>
3 Ensure an Asbestos Management Plan is in place covering: <ul style="list-style-type: none"> • Identification and location of any ACM • Decisions and reasons for decisions about managing the risk from asbestos • Procedures for detailing incidents or emergencies involving asbestos • Detail about the workers who carry out work involving asbestos including information. 	<input type="checkbox"/>

	Actions	Check
4	Education Infrastructure Service (EIS) to assess project risk using the Management of Health and Safety Risk template	<input type="checkbox"/>
5	If no asbestos is found from the survey, proceed, but have arrangements in place in case asbestos is found or suspected as the work progresses.	<input type="checkbox"/>
6	If asbestos is found, prepare an Asbestos Removal Control Plan.	<input type="checkbox"/>
7	Notify WorkSafe NZ of the asbestos work at least 5 days before removal works are due to commence.	<input type="checkbox"/>
8	Provide the Asbestos Removal Plan to EIS H&S Team for approval before starting work.	<input type="checkbox"/>
9	Boundary air monitoring is in place at all stages of the work.	<input type="checkbox"/>

Further information

EIS.HealthandSafety@education.govt.nz

www.education.govt.nz/school/property/state-schools/fixing-issues/asbestos/

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