

**ASBESTOS MANAGEMENT SURVEY
OF**

**Communal Areas
5 – 11 Kimball Close
Langham
Oakham
Rutland
LE15 7QP**



Project No.: MGE-18016

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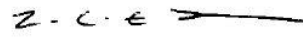

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**Report Prepared by: Ian Haney
Asbestos Survey Manager**

**Report Prepared for: C.O.M.C. Limited
9 Kimball Close
Langham, Oakham
Rutland
LE15 7QP**

Authorisation

Report prepared for:	Andrew Cross C.O.M.C Limited 9 Kimball Close Langham Oakham Rutland LE15 7QP
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Survey Conducted by: Name: Title:	Signature:  Ian Haney Asbestos Survey Manager
Report Cross-checked by: Name: Title:	Signature:  Laura Johnson Asbestos Contracts Coordinator
Report approved by: Name: Title:	Signature:  Liam Hennessy Operations Director: MGE

Mick George Environmental have prepared this report in accordance with HSE documents HSG264ⁱ Asbestos the survey Guide HSG248 Asbestos: The analysts guide for sampling, analysis and clearance procedures section 4 sampling and analysis of materials for the presence of asbestos and Mick George Environmental In-house Quality policies and procedures. This document complies with and Control of Asbestos Regulations 2012ⁱⁱ and Health and Safety at Work Act 1974ⁱⁱⁱ

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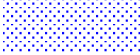

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Glossary of Acronyms

CAR	Control of Asbestos Regulations 2012
ACM	Asbestos Containing Material
HSE	Health and Safety Executive
UKAS	United Kingdom Accreditation Service
BOHS	British Occupational Hygiene Society
HSG	Health and Safety Guidance
BS EN	Prefix for European Standard
IEC	International Electro Technical Commission
ISO	International Organisation for Standardisation
MMMF	Man-Made Mineral Fibre
AIB	Asbestos Insulating Board
AC	Asbestos Cement

Key to Annotation of Survey Datasheets and Site Diagrams

Site diagrams and survey data sheets are annotated with the following colours, which aid the identification of ACM's on-site:

	=	Asbestos Insulation Asbestos Sprayed Coating Asbestos Insulating Board
	=	Asbestos Cement Products Asbestos Vinyl Products Asbestos Bituminous Products Bonded Products Asbestos Rope Products Asbestos Reinforced Products Textured Coatings
	=	No Access - Presumed to Contain Asbestos
	=	Out of Scope of Survey

Please note when prioritising remedial action(s) emphasis should be placed on the Material Assessment Score given in the survey data sheets and not the colour coding of the ACM(s).

1. Executive Summary

- 1.1. Following instructions to carry out an Asbestos Management Survey of communal areas, 5-11 Kimball Close, Langham, Oakham, Rutland, LE15 7QP. The site known as 5-11 Kimball Close, Langham is a circa 1890's traditional brick construction. The site was formerly used for stabling/kennel purposes and was refurbished/converted in modern domestic dwellings from 2004 onwards.
- 1.2. The survey was conducted in accordance with the HSE guidance documents, CAR 2012, and HSG264 Asbestos: the survey guide, HSG248 Asbestos: the analyst guide for sampling, analysis and clearance procedures section 4 sampling and analysis of materials for the presence of asbestos, and the Health and Safety at Work Act 1974, Mick George Environmental in-house quality policies and procedures.
- 1.3. **The following ACMs have been identified within the scope of this survey.**
 - External – Cement Undercloaking Above Juliet Balcony – Presumed Asbestos Content (Sample MGEpac/001)
Recommended actions: Manage
- 1.4. Full details of the suspect ACMs identified and recommendations made can be found in Appendix 1 – Survey Data Sheets and Appendix 3 – Photograph Identification Sheets.
- 1.5. The asbestos findings should be brought to the attention of all those persons who are likely to be exposed to asbestos, especially any contractors working on site, ideally at the tendering stage.
- 1.6. The report remains the property of Mick George Environmental named herein.
- 1.7. Where asbestos materials are positively identified to locations within this building there is a requirement for an effective management system. The client shall need to adopt a pro-active approach to dealing with asbestos issues implementing asbestos removal, encapsulation or labelling/permit to work schemes where necessary. In certain instances, restricted access with immediate decontamination and removal procedures must be undertaken.
- 1.8. The report and the survey data sheets should be read in their entirety as a complete document in colour. It should be noted that the findings of the survey are discussed across the report in its entirety. It is therefore imperative that this document is read comprehensively; Mick George Environmental will not be responsible for misinterpretation of information gleaned from an incomplete report.
- 1.9. Opinions and interpretations expressed within this report are based on the surveyor's knowledge and experience of the asbestos industry.

- 1.10. At the clients request water absorption test **have not** been carried out on board or cement materials and thus such materials which have been referred to within this report as Asbestos Insulating Board (AIB) or Asbestos Cement (AC) are done so based solely upon their physical appearance and using the surveyor(s) judgement. A water absorption measurement test, as detailed in paragraph 16 of L143 'Work with materials containing asbestos' ACOP, is required to determine whether a material is legally classified as asbestos cement or not. Asbestos cement in a dry state absorbs less than 30% water by weight.

2. Introduction

- 2.1 Mick George Environmental received instruction from Andrew Cross of Cottesmore Owners Management Company Limited, to undertake an Asbestos Management Survey of the communal areas, 5-11 Kimball Close, Langham, Oakham, Rutland, LE15 7QP.
- 2.2 This asbestos survey was carried out in accordance with the method stated in the HSE Document HSG264, Asbestos: the survey guide HSG 248: Asbestos the analysts guide for sampling, analysis and clearance procedures section 4 sampling and analysis of materials for the presence of asbestos and Mick George Environmental Limited in-house quality policies and procedures.
- 2.3 The scope of works as agreed by the client is as follows:
- Determine the location of materials likely to contain asbestos
 - Presume materials to contain asbestos unless documented evidence can be provided
 - Assess the risk of exposure from ACMs and presumed ACMs
 - Determine the actions necessary to manage the risk
 - Provide a written record of the location of the ACM and presumed ACMs
- 2.4 Survey data sheets detailing the ACMs identified can be found in Appendix 1 of this report.
- 2.5 The Certificate of Analysis detailing the sample analysis results from the UKAS accredited laboratory can be found in Appendix 2.
- 2.6 Photographs were taken to amplify the report findings. These photographs can be found in Appendix 3 – Photograph Identification Sheets.
- 2.7 Site layout plans have been used to orientate the report and to highlight the extent of any ACM's found. These plans are located in Appendix 4 of this report.
- 2.8 Ian Haney & Nathan Kerrigan conducted the survey on 02nd February 2018 and compiled this report.

3. Observations

3.1 External Observations.

- 3.1.1 Roof structures are pitched and clad with natural slate tiles.
- 3.1.2 External walls are brick.
- 3.1.3 The rainwater goods are plastic.
- 3.1.4 Doors and frames are timber and PVCu.
- 3.1.5 The cement Undercloaking above the Juliet balcony has been presumed to contain asbestos fibres (see plans).

3.2 Internal Observations.

- 3.2.1 The walls are a mixture of brick, block and plasterboard with a plaster skim finish in places.
- 3.2.2 Ceilings are plasterboard, the underside of the main roof has been lined with a modern fabric sheet.
- 3.2.3 The floors are timber or concrete, floor coverings are carpet.
- 3.2.4 The structural beams, where visible, are timber.
- 3.2.5 Stair nosing strips are non-asbestos rubber.
- 3.2.6 Electrical service boxings are timber.
- 3.2.7 Electrical distribution boards are modern & have been mounted on timber backing boards.

4. Sampling and Analysis Procedures

- 4.1 The survey was conducted by means of visual inspection and subsequent sampling of suspected ACMs. The survey was carried out by a trained and experienced team of asbestos surveyors who are BOHS P402 - "Building surveys and bulk sampling for Asbestos containing materials" qualified, with a minimum of 10 years' experience. The survey is conducted in accordance with HSE Documents HSG264, Asbestos: the survey guide HSG248, Asbestos: the analysts guide for sampling, analysis and clearance procedures section 4 sampling and analysis of materials for the presence of asbestos, and Mick George Environmental in-house quality policies and procedures.
- 4.2 Where the surveyor suspected a material contained asbestos, a bulk sample was taken for analysis using tools as highlighted in HSE Document HSG264, Asbestos: the survey guide HSG248 Asbestos: the analysts guide for sampling, analysis and clearance procedures section 4 sampling and analysis of materials for the presence of asbestos and Mick George Environmental in-house quality policies and procedures.
- 4.3 Representative samples of materials suspected of containing asbestos were carefully collected and double bagged in sealable polythene sample bags. The samples were then transferred to the office in a sealed, airtight container.
- 4.4 Equipment used for the collection of samples was decontaminated prior to each sample being collected.
- 4.5 After collection of a sample, the surfaces of the area around the sampled point were sealed in accordance with HSE Document HSG264, Asbestos: the survey guide HSG248: Asbestos the analysts guide for sampling, analysis and clearance procedures section 4 sampling and analysis of materials for the presence of asbestos, Mick George Environmental in-house quality policies and procedures.
- 4.6 The sample was given a reference number and a self-adhesive label, unless otherwise stated by the client, was affixed to the area sampled.
- 4.7 In areas where there were substantial quantities of visually uniform materials, a small number of samples were taken as being representative of the whole area. Hence, visually similar materials identified within the same area were **presumed** to be of similar composition e.g. AIB beam cladding.
- 4.8 Where sampling was not possible and the materials were known to contain asbestos fibres e.g. toilet cisterns, cement flues etc., these were **strongly presumed** to contain asbestos.
- 4.9 Where a sample was not taken of a suspect ACM, but there is a possibility that the material contains asbestos fibres, the sample has been **presumed** and highlighted within this report.

- 4.10 Where ACM's were known to contain low, diverse quantities of asbestos fibres, a composite sample of the material was collected from various locations within the same area e.g. textured coating. This sampling strategy was also applied to floor debris, which was suspected of containing loose asbestos fibres, in certain areas.
- 4.11 Where a material had not been sampled, but was visually similar to a sampled material, it was cross-referenced to an existing sample by stating 'As XX' on the survey data sheets.
- 4.12 All samples were sub-contracted to a UKAS accredited laboratory. The samples were analysed in accordance with HSG 248 – 'Asbestos: The Analysts Guide for Sampling, Analysis & Clearance Procedures' Appendix 2: Asbestos in bulk materials: sampling and identification by polarised light microscopy (PLM) (2005)^{iv} and BS EN ISO/IEC 17025:2005^v.
- 4.13 The samples are retained by the laboratory for a minimum of 6 months from date of receipt, which is identified on the Certificate of Analysis.

5. Survey Limitations

5.1 Access was not gained into the following areas:

- Wall cavities
- Ventilation ducting
- Air conditioning
- Plant electrical/fire alarm trunking/boxes (where these are live)
- Sealed floor voids
- Beneath floor coverings
- Above plasterboard ceilings
- Sealed boxing

5.2 In addition to the above the following areas were not accessed for the reasons given:

Table 1- Areas/Rooms not accessed, where applicable

<u>Block</u>	<u>Level</u>	<u>Room</u>	<u>Reason for no access</u>
-	-	-	-

5.3 Within the rooms/areas surveyed, the following areas were not accessed or only limited access was gained:

Table 2 – Elements not accessed within certain rooms or only limited access gained, where applicable

<u>Block</u>	<u>Level</u>	<u>Room</u>	<u>Element</u>	<u>Reason for limited or no access</u>
5-11	Roof Void	RV.01	Throughout	Limited access due to restricted height & lack of walkway boards

6 Caveats and Exclusions

- 6.1 Every effort has been made to identify all asbestos containing materials as far as reasonably practicable within the scope of the survey. The method used to carry out the survey was agreed with the client prior to commencement of works.
- 6.2 It is important to point out to the client **that no survey can guarantee 100% detection of ACM's**. If suspect ACM's are found, work should cease immediately and competent assistance should be sought to identify the material.
- 6.3 Only limited access was gained below floor coverings, such as carpets and linoleum, as gaining full access was deemed likely to cause unacceptable cosmetic damage. If subsequent access to these areas exposes materials, which could reasonably be expected to contain asbestos, work should cease immediately and competent assistance should be sought to identify the material.
- 6.4 Only limited access was gained to roof voids and ceiling voids containing a layer of MMMF blanket insulation. If subsequent access to one of these areas exposes materials, which could reasonably be expected to contain asbestos, work should cease immediately, and competent assistance should be sought to identify the material.
- 6.5 For safety and technical reasons, access within plant and machinery is excluded from this survey, including internal areas of ventilation systems. If subsequent access to one of these areas exposes materials, which could reasonably be expected to contain asbestos, work should cease immediately, and competent assistance should be sought to identify the material.
- 6.6 For safety and technical reasons, it was not possible to inspect live electrical equipment systems. If subsequent access to these areas exposes materials, which could reasonably be expected to contain asbestos, work should cease immediately, and competent assistance should be sought to identify the material.
- 6.7 There was limited access into pipe/ductwork flanges. Any gaskets found during flange separation should be considered as asbestos containing until proven otherwise. If subsequent access to one of these areas exposes materials, which could reasonably be expected to contain asbestos, work should cease immediately, and competent assistance should be sought to identify the material.
- 6.8 Fire doors frequently contain an inner layer of asbestos material for fire retardant purposes. Hence, internal sections of fire doors were not examined, as this would have caused significant damage to the doors. All fire doors should, therefore, be presumed to contain asbestos until proven otherwise.

- 6.9 Where a specified area was not accessible to the surveyor at the time of the survey, either because of locked rooms or because gaining entry would have required an unreasonable degree of dismantling the structure of the building, it should be presumed that ACM's might be present in these areas (see Section 4 – Survey Limitations).
- 6.10 Where insulation material on pipe work, boilers and calorifiers has been identified as being non-asbestos e.g. MMMF, it is possible that traces of residue of previous asbestos containing insulation material may have been left behind, as a consequence of poor quality asbestos removal methods. It is, therefore, not possible to confirm the existence or the extent of such trace residues without removal of all or most of the overlying non-asbestos insulation, such as may occur during major alterations. Mick George Environmental cannot accept liability for the failure to detect such residues in this survey. If major alterations are to be carried out in a specific area where it is possible that residual asbestos may be found, then a further investigation of the specific area should be carried out before any work is commenced.
- 6.11 Whilst the survey was as thorough as possible, accessing all rooms and areas, this was not a Refurbishment / Demolition survey involving sampling of materials which would have caused unacceptable damage to building fabric or decor as is occasionally required to guarantee that all ACM's have been identified.
- 6.12 Where suspected ACM's were found during the survey, it is not the policy of Mick George Environmental to disturb the material in anyway other than to take a representative sample (unless agreed and authorised by the client). Mick George Environmental cannot, therefore, take responsibility for the presence of asbestos materials behind identified ACM's.
- 6.13 Mick George Environmental cannot be held responsible for failing to detect ACM's obscured behind other non-asbestos materials where there was no reasonable evidence that they could or might be present.
- 6.14 Mick George Environmental cannot accept liability for cosmetic or structural damage incurred during sampling and surveying following the sampling strategy agreed with the client. By its very nature, an asbestos survey requires a reasonable degree of damage to components for subsequent laboratory identification.
- 6.15 Mick George Environmental accepts no responsibility for the failure to identify suspected ACM's that may be located in small randomly distributed amounts where other points in the same structure have been checked and shown to be asbestos free, e.g. in CLASP buildings or portable buildings, where asbestos products can often be used as packers etc.

7. Material Risk Assessment

- 7.1 The material risk assessment is determined by assessing each ACM identified during the survey. The assessment is made using the algorithm defined in HSE Document HSG264: Asbestos the survey guide (See Table 3).

Table 3 - Material Assessment Algorithm

Sample Variable	Score	Examples of Scores
Product Type	1	Asbestos cement, textured coatings, floor coverings, bitumen roofing felts & sink pads, toilet cisterns.
	2	Asbestos insulating boards, mill boards, asbestos gaskets, asbestos rope, thermal insulation paper.
	3	Thermal insulation, sprayed coating, asbestos debris.
Extent of Damage/Deterioration	0	Good condition: no visible damage.
	1	Low damage: a few scratches or surface marks: broken edges on boards, tiles, etc.
	2	Medium damage: significant breakage of materials or several small areas where material has been damaged revealing loose asbestos fibres.
	3	High damage or delamination of materials, sprays and thermal insulation. Visible asbestos debris.
Surface Treatment	0	Composite materials containing asbestos: reinforced plastics, resins, and vinyl tiles.
	1	Enclosed sprays and lagging, asbestos insulating board (with exposed face painted or encapsulated), asbestos cement sheets etc.
	2	Unsealed asbestos insulating board, or encapsulated lagging and sprays.
	3	Unsealed lagging and sprays.
Asbestos Type	1	Chrysotile (white).
	2	Amphibole asbestos including Amosite (brown).
	3	Crocidolite (Blue), or presumed asbestos content.

- 7.2 Each of the parameters is added to give the total material assessment score between 2 and 12:
- Materials with scores of 10 or more should be regarded as high risk with a significant potential to release fibres if disturbed
 - Those with scores between 7 and 9 are regarded as medium risk
 - Materials with scores between 5 and 6 are low risk
 - Scores of 4 or less are very low risk
- 7.3 The material assessment identifies the high-risk materials, i.e. those that will most readily release airborne fibres if disturbed.
- 7.4 It does not automatically follow that those materials assigned the highest score in the material assessment will be the materials that should be given a priority for remedial action. Management priority must be determined by carrying out a risk assessment, which will also take into account factors such as:

Likelihood of disturbance – the two factors that affect the likelihood of disturbance is the extent or amount of the ACM and its accessibility/vulnerability e.g. AIB soffits at high-level and outdoors are generally inaccessible without the use of ladders and, therefore, unlikely to be disturbed. Whereas internal walls, within a hospital, lined with AIB panels would be more likely to be disturbed by trolley/bed movements.

The algorithm used by Mick George Environmental Limited for assessing the accessibility of an ACM is as follows

Table 4 – Accessibility Algorithm

Sample Variable	Score	Examples of Scores
Accessibility	Low	Usually inaccessible or unlikely to be disturbed
	Medium	Occasionally likely to be disturbed
	High	Routinely disturbed

- 7.5 There are other factors that should be considered, such as maintenance activity, location and human exposure (see HSE document HSG 227 'A Comprehensive Guide to Managing Asbestos in Premises' (2002)^{vi}).
- 7.6 It is the responsibility of the duty holder to assess these parameters, as he/she will have a more comprehensive knowledge of their site.
- 7.7 The material assessment score is added to the priority assessment score to give an overall risk assessment for each ACM identified. The higher the risk assessment scores for an ACM, the greater the risk of airborne fibre release from the material.

- 7.8 The total risk assessment enables the duty holder to prioritise remedial action in regards to the ACMs identified within the specified site and develop a management plan.

- 7.9 It is recommended that regular inspections be undertaken to manage ACMs as part of a management plan. HSE Document HSG264: Asbestos the survey guide states that the person carrying out inspections and assessing the condition of asbestos must be competent and possess enough knowledge about asbestos to make decisions on its continual management.

- 7.10 Should you require the peace of mind of knowing that qualified professionals undertake your assessments, Mick George Environmental have the staff with the appropriate knowledge and experience to inspect sites, make appropriate assessments and update your asbestos register.

8. Survey Results and Recommendations

- 8.1 Appendix 2 contains the Certificate of Analysis **SCO/18/3039 dated 06/02/2018, which** lists the results of the samples taken.
- 8.2 A total of **01 sample has been** analysed for asbestos **of which no sample has been identified** as containing asbestos fibres.
- 8.3 Specific recommendations for each suspect ACM identified have been made on the survey data sheets and photograph identification sheets (See Appendices 1 & 3).
- 8.4 All work with ACM's is controlled under the Control of Asbestos Regulations 2012. The object of these regulations, which are made under the Health and Safety at Work Act 1974, is to minimise workers' and anyone else's exposure to asbestos fibres both within the workplace and the surrounding area.
- 8.5 In areas where ACM's are likely to be disturbed, access and activities should be restricted and associated risks appropriately assessed, in acceptance with the survey data sheets and the surveyor's recommendations.
- 8.6 The asbestos findings should be brought to the attention of all those persons who are likely to be exposed to asbestos, especially any contractors working on site, ideally at the tendering stage.
- 8.7 The client should be aware of the limitations and scope of this survey and the possible presence of further asbestos containing materials that can only be identified by further, more detailed investigative survey works.

Appendix 1- Asbestos Survey Register Data Sheets

Appendix 2- Certificates of Analysis

Appendix 3- Photograph Identification Sheets

Appendix 4- Site Diagrams

References

- i *Asbestos: The survey guide* HSG264 HSE Books 2010 ISBN 978 0 7176 6385 9
- ii *Control of Asbestos Regulations 2012* SI 2012/2739 The Stationary office 2012 ISBN 0 11 075191 4
- iii *Health and Safety at Work etc. Act 1974* The Stationary office 1974 ISBN 0 10 543774 3
- iv *Asbestos: The analysts guide for sampling, analysis and clearance procedures* HSG248 HSE Books 2005 ISBN 0 7176 2875 2
- v *BS EN ISO/IEC 17025:2005 General requirements for the competence of testing and calibration laboratories* International Organisation for Standardisation 2005
- vi *A comprehensive guide to managing asbestos in premises* HSG 227 HSE Books 2002 ISBN 07176 23815