



Policy:	Asbestos	Reference:	ASES0005
		Review Date:	01/2023

General Statement.

SES Engineering (Newark) Ltd understands that airborne contamination by fibres from asbestos-containing materials (ACMs) can endanger the health of anyone coming into contact with them. We therefore recognise our obligation to prevent disturbance of these materials. Our buildings were constructed after the year 2000 and are in the UK, therefore it is improbable that ACMs would have been used in their construction and they are assumed to be asbestos free.

Purpose.

To eliminate any health risk to employees, visitors and contractors from asbestos or asbestos containing materials (ACM's).

Scope.

This procedure covers all fixed and mobile plant, offices, buildings and any ground or premises that may be contaminated.

References.

- Health & safety at Work Act 1974.
- Control of Asbestos at Work Regulations 2006 and ACOP L27.
- Asbestos (licensing) Regulations 1998 as amended.
- Asbestos (Prohibitions) Regulations 1992 as amended.

Procedure.

Employer Responsibilities.

- Organising asbestos awareness training for employees whose work could disturb asbestos, organizing refresher training once per year and maintaining records of training: *Health & Safety Representative.*
- Organising additional training for staff who are expected to work with ACM's: *Directors or Office Manager under instruction from Health & Safety Representative.*
- Obtaining information about the presence of asbestos on the premises of third parties before we start work: *Directors.*

Employee Responsibilities.

Employees are not permitted to undertake any work which may damage or disturb asbestos. If they suspect materials could contain asbestos and these could be disturbed during their work, employees must stop all works immediately and alert a manager. If they are on a client site, they should direct this to the site management.

Unexpected Discovery of Asbestos.

If during your work, you discover materials which you believe to be asbestos stop work immediately. Put up a warning sign and ensure nobody enters the area. Report the problem to whoever is in charge and arrange to have a sample of the material analysed. If it does not contain asbestos, then work can continue. If the material does contain asbestos, then follow the Discovery of Asbestos Flow Chart (Ref: DAFSES0006) to decide if the work needs a licensed contractor to remove all traces and make safe. Alternatively, you could presume that the material contains the worst type of asbestos and apply the appropriate controls, using a licensed contractor if required.

Accidental release of Asbestos.

If you accidentally disturb and release asbestos during your work, it must be dealt with quickly and appropriately. The clean-up of lower risk asbestos materials where the fibres are firmly bound in a matrix but are essentially in good condition (i.e., mostly intact), such as asbestos cement (AC), bitumen products, papers, textiles, small-scale release of



asbestos insulating board (AIB) etc will generally not require a licensed contractor. Anything else above this should be dealt with a hired in specialist asbestos removal contractor.