



ASBESTOS CHECKLIST

Public Protection

Elizabeth House, Church Street, Stratford-upon-Avon. CV37 6HX
Telephone: 01789 260832 Facsimile: 01789 260809 Minicom: 01789 260747 Website: www.stratford.gov.uk

If you find the text in this form difficult to read we can supply it in a format better suited to your needs

PLEASE READ THE NOTES BELOW EVERY ITEM BEFORE CIRCLING EACH ANSWER

1. Do you know or suspect that asbestos materials are present in your workplace? YES NO

If you have any doubts about any material in your building you must presume it contains asbestos.

2. Have you examined the original building plans or asked the owner (or architects if they can be tracked down) to establish if and where any asbestos materials were used? YES NO

Do not break or damage any material which may contain asbestos to try to identify it.

3. If asbestos has been found, have you assessed its condition and decided what to do, seeking expert advice as necessary? YES NO

If no maintenance works are planned asbestos containing materials in good condition are best left undisturbed.

4. If asbestos is to be left in place have you established a management system to record details (location, type etc.) inform appropriate personnel and periodically inspect? YES NO

Management of asbestos is essential to reduce the risk to staff , maintenance men etc.

5. Should work be required on asbestos insulation and lagging, are you aware that this normally must be done by a licensed contractor? YES NO

A list of licensed asbestos removal contractors can be found at the Association of asbestos removal contractors website.

6. If work is carried out on asbestos materials have you passed on relevant information and instructions to employees, safety representatives and contractors? YES NO

Employees must be consulted on issues that can affect their health and safety.

7. If no examination of suspect material has been carried out, have you assumed that the material is asbestos, labelled it accordingly and introduced strict procedures to be observed for monitoring its condition and ensuring that it is not disturbed? YES NO

The suspect material must be identified if it is liable to be disturbed.

8. Do you smoke?

YES NO

Workers who were exposed to asbestos and who smoked or were exposed to second-hand smoke run a risk of getting lung cancer that is 50 to 90 times higher than that of the general population. According to the 1985 Surgeon General's report, 'The Health Consequences of Smoking Cancer and Chronic Lung Disease in the Workplace' asbestos workers who smoked a pack or more a day are eighty-seven times more likely to die of lung cancer than the general non-smoking public. This risk is eight times higher than other smokers and seventeen times higher than asbestos workers who did not smoke.

9. Would you be interested in attending a free seminar on the new Control of Asbestos at Work Regulations? If YES please complete and return the slip overleaf.

YES NO

Ignorance of the law is no defence.

If you are interested in attending the seminar please return the accompanying slip to the Public Protection Team, Stratford-on-Avon District Council, Elizabeth House, Church Street, Stratford-upon-Avon CV37 6HX. The seminar will not proceed unless sufficient interest is expressed.

WHERE CAN I GET MORE INFORMATION?

Publications

1. A short Guide to Managing Asbestos in Premises (HSE) (INDG223) single copy free (ISBN 0 7176 2564 8). <http://www.hse.gov.uk/pubns/indg223.pdf>
2. Working with Asbestos in Buildings – (1999) (INDG 289) (0 7176 1697 5). www.hse.gov.uk/pubns/indg289.pdf
3. Asbestos Alert - A workers information card for building, maintenance, repair and refurbishment works INDG 188 (1995) HSE. 0 7176 1209 0. www.hse.gov.uk/pubns/indg188.pdf
4. Asbestos and you INDG107 (rev) FREE (available in packs of 15 ISBN 0 7176 1241 4 £5.00)
5. Asbestos Dust - The Hidden Killer: Essential advice for building maintenance, repair and refurbishment workers IND(G) 187L (6/97 C300) HSE. FREE www.hse.gov.uk/pubns/indg187.pdf
6. Work with asbestos that does not require a licence: Approved Code of Practice (L27) 2002 ISBN 07176 25621 (£6.75)
7. Work with asbestos insulation, asbestos coating and asbestos insulating board etc. - Approved Code of Practice (L28) ISBN 0 7176 2563X (£6.75)
8. Working with asbestos cement (HSE)(HSG 189/2)(1999)
9. Managing Asbestos - A guide to Your New Legal Duties www.hse.gov.uk/pubns/manageasbestos.pdf

Advice and Information available from

- Stratford-on-Avon District Council - Public protection team Tel 01789 260832 www.stratford.gov.uk
- Health and Safety Executive Infoline Tel 08701 545500
- The Asbestos Removal Contractors Association <http://www.arca.org.uk/htmls/FindAMember/MidlandsAndWales.html>
- HSE Books Tel 01787 313995



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I am interested in learning more about the new legal requirements relating to asbestos and would like to provisionally book places.

Surname:

Forename:

Address:

Postcode: E-mail:

Stratford-on-Avon District Council will use the information you provide on this form for administration of asbestos management. The Council will show the information you provide to such of its employees and agents as need to see it to achieve the purpose stated above. Your information will not be disclosed other than within the District Council's notification under the Data Protection Act 1998, unless the law allows us to do so.