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ASBESTOS & HAZARDOUS BUILDING MATERIALS MANAGEMENT SUB PLAN

FOREST HIGH SCHOOL

PROJECT NO.
3634

PLAN CONTROL AND AMENDMENT

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Project Version History

Revision (start @ 1.1)	Date	Description / Updates	Reviewed By	Approved By
V1.1	08/09/23	Preliminary Issue	KGS/DL	KGS/DL
V1.2	4/10/23	Updated Scope of works	AC	AC

ASBESTOS & HAZARDOUS MATERIALS MANAGEMENT SUB PLAN

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1.0 SCOPE OF PROJECT AND SUB PLAN

PROJECT DETAILS	
Scope of the Sub Plan	This Asbestos and Hazardous Building Materials Management Sub Plan is an integral part of the ADCO is an integral part of the ADCO Health Safety Environment & Quality Management System implemented at the Project Site. This Plan identifies and details control measures for works where asbestos or other hazardous building materials that are present or identified during the Construction Delivery Phase. It defines mitigation measures to be implemented during relevant construction activities, a monitoring program that enables assessment of the impacts of construction activities on potentially affected areas, and contingency measures that may be implemented if exceedances are measured. Refer to Section 1.1 and 3.1.1 of the ADCO Project Health & Safety Management Plan and the ADCO Environmental Management Plan for how the Management Sub Plan forms part of the ADCO HSEQ Management System.
Objectives of the Sub Plan	/ To provide a process for the identification of asbestos or hazardous building materials in site buildings or structures. / To ensure the proper removal of any asbestos or hazardous building materials identified in site buildings or structures. / To ensure that asbestos and hazardous building materials are properly stored, transported and disposed of to an approved, licensed waste facility. / To prevent any impact to air quality or site work areas and adjoining properties via inappropriate handling, removal, or disposal of asbestos or other hazardous building materials.
Scope of Works	This Management Sub Plan has been prepared based on consideration and information provided by SINSW: 1. Preliminary Site Investigation – GHD – September 2020 2. Detailed Site Investigation – Tetra Tech Coffey – 15 June 2021 3. Remediation Action Plan – Aurecon – October 2022 SINSW will be responsible for the appropriate removal of all Hazardous materials identified during the demolition of Mclead's house. In ground contamination will be remediated in accordance with the Remediation Action Plan.
General Key Issues and Risks	Asbestos is commonly used as an acoustic insulator and can be found in brake pads (i.e., lifts), thermal insulation (i.e., pipes and cables), fire proofing (i.e., steel beams) and in building materials such as ceiling tiles, wall panels, pipes, floor tiles, linoleum and mastic and electrical installations such as backing boards. Asbestos is made up of microscopic bundles of fibres that may become

	airborne when distributed. These fibres may become inhaled into the lungs with significant potential risks to human health. Other hazardous building products that may be encountered on a project site could include fluorescent light fittings with capacitors containing Polychlorinated biphenyls (PCBs) and building materials coated with lead-based paints. These materials pose potential risks to the environment and human health if removed, handled, or disposed of incorrectly. /
Legislation, Approvals and Guidelines	**Federal / National:** / Model Code of Practice: How to Safely Remove Asbestos / NOHSC Publication: Guidance Note on the Membrane Filter Method for Estimating Airborne Asbestos Fibres 2nd Edition [NOHSC:3003(2005) / NOHSC Publication: Guidance Note on the Membrane Filter Method for the Estimation of Airborne Synthetic Mineral Fibres [NOHSC:3006 (1989) **State:** Relevant State Government Safety Codes including: / How to Manage and Control Asbestos in the Workplace: Code of Practice 2011
Summary of Site Controls	Works must be planned and implemented in accordance with the ADCO HSEQ Management System the Project Health & Safety Management Plan, this Management Sub Plan and the ADCO Procedure Health Management and ADCO Procedure Asbestos Management. These documents detail the ADCO approach and commitment to pro-active and responsible site management. Site specific controls, monitoring, reporting and performance measurements have been identified in this Management Sub Plan to protect the environment, workers, and community. These include but are not limited to: / Conducting a Hazardous Materials Building Survey (if deemed necessary) prior to any demolition or disturbance commencing. / Preparing an Asbestos and Hazardous Building Materials Environmental Management Diagram (EMD) prior to any site activities commencing including clearing and demolition. / Compiling a Hazardous Building Materials Register (including SDSs) to document the location and type of hazardous materials present (in ground or buildings); / Erecting barricades, signage, encapsulation, or other controls and applying hazard identification tags on structures; and

- Implementing the following unexpected find protocol if suspected toxic or hazardous materials are discovered/exposed during demolition/construction activities in an area of the site believed to be free of hazardous materials.

Asbestos and hazardous building materials handling and disposal requirements must be included in relevant specifications, contract agreements, quality assurance documents, and subcontractor work method statements.

Site inspections, monitoring and reporting will be undertaken by ADCO, and the specialist Subcontractor Company(s) as detailed in the ADCO Health & Safety Management Plan and the following implementation Table.

Unexpected Find Protocol

- Cease work and evacuate the area of work immediately.
- Contact a ADCO representative (HSE Advisor, General Foreman, Project Manager/Site Manager).
- Erect barricades to isolate the immediate areas providing at least 10 metres between the suspect material and the erected barrier if possible.
- Notify the appropriate regulatory authorities as soon as possible if applicable.
- Prevent access to the barricaded area unless express permission has been given by the qualified environmental specialist, e.g., Occupational Hygienist. A Clearance Certificate or Approval should be given in writing prior to entry.
- Undertake sampling of the suspect material (to be carried out by an appropriately qualified environmental specialist, usually a consultant) as advised by the ADCO Project Manager.
- Determine, in consultation with the nominated environmental specialist and in liaison with ADCO site personnel or relevant authorities, if further remedial actions are necessary based on the sample test results. Identify appropriate treatment/handling or disposal options and procedures.
- Obtain all required permits to carry out remedial work prior to the commencement of any new works. The nominated environmental specialist must provide written clearance approval for entry to the area with the suspect material.
- Remove the barricade to allow work activities to resume under the direction of the ADCO Project Manager/Site Manager.

2.0 IMPLEMENTATION OF THE SUB PLAN

CONTROL MEASURE	TIMING	METHODOLOGY	RESPONSIBLITY	MONITORING AND REPORTING	PERFORMANCE MEASUREMENT
2.1 Planning and Identification					
Obtain a Hazardous Building Materials Survey.	60 days prior to demolition works commencing	Survey be conducted by a qualified specialist consultant. Identify hazardous materials building.	Client	Survey prepared and reviewed. Register included. Findings incorporated into site documents.	All Hazardous Building Materials listed in Register. All Hazardous Building Materials tagged/marked if not removed.
Prepare a Hazardous Building Material Register.	Prior to demolition works commencing	Establish a Register based on Survey. Communicate details to workers and subcontractors. Outline details in the Project Risk Register.	PM/SM/HSE Advisor	Details included in subcontractor SWMS. Inspections prior, during and after material removal.	HBM Register current. Risk Register current.
Include information in the Site Induction about the risks and potential impacts of asbestos and other hazardous building materials handling.	Prior to works commencing and ongoing	Revise ADCO standard induction package to include site specific information. Deliver induction material.	PM/SM/HSE Advisor	SWMS prepared by subcontractors to address health and safety risks and environmental impacts.	Site induction delivered to all workers on site.

CONTROL MEASURE	TIMING	METHODOLOGY	RESPONSIBLITY	MONITORING AND REPORTING	PERFORMANCE MEASUREMENT
Prepare an Asbestos and Hazardous Building Materials Environmental Management Diagram (EMD) showing the location of affected infrastructure, buildings, and site areas.	At site establishment and prior to works commencing	Review Environmental Management Diagram (EMD Appendix 1). Prepare diagram showing details of affected structures/ areas.	PM/SM/HSE Advisor	EMD reviewed. Diagram prepared prior to works commencing. Diagram updated every 6 weeks.	Diagram prepared containing all relevant details and communicated. Diagram updated to reflect changes in site conditions. Controls implemented in accordance with the EMD.
Install barriers, fencing, tags, signage, or other markers around/on affected structures/areas as per the EMD.	Prior to works commencing	Undertake a site inspection to verify the correct location of controls. Install controls in accordance with EMD, design / engineers documentation.	SM/FM	Daily surveillance to assess effectiveness and condition. Weekly/monthly inspection checklist.	Controls modified or new controls installed as required.
Develop health and environmental monitoring programs (as required).	Prior to works commencing	Engage a specialist consultant to develop and advise on monitoring requirements.	PM/SM and Licensed Contractor	Daily surveillance. Real-time assessment of results.	Monitoring implemented as required.

CONTROL MEASURE	TIMING	METHODOLOGY	RESPONSIBLITY	MONITORING AND REPORTING	PERFORMANCE MEASUREMENT
Identify handling, loading and temporary storage areas.	Prior to works commencing. Always maintain	Retain existing hard surfaces where possible. Establish secure storage areas with appropriate signage, dust and runoff controls. Construct stable site entry/exit points and roadways using appropriate materials.	PM/SM/HSE Advisor	Daily surveillance and maintenance. Weekly/monthly inspection checklist.	No tracking onto public roads or dust. Tracking of all waste materials removed from site. No runoff or loss of materials.
2.2 Demolition/Refurbishment Works					
Engage licenced contractors to undertake the removal of: / Asbestos and related building materials. / PCBs in light fittings. / Timber / metal / brick structures containing lead based paints or other hazardous chemicals or substances.	At all times	Include removal, handling and disposal procedures and controls in subcontractor SWMS. Implement monitoring program/s.	PM/CA	Daily surveillance. Weekly / monthly inspection checklist. Clearance Certificate from Occupational Hygienist.	SWMS requirements met. No asbestos dust particulates detected during monitoring. Appropriate personal protective equipment supplied and worn by workers.

CONTROL MEASURE	TIMING	METHODOLOGY	RESPONSIBLITY	MONITORING AND REPORTING	PERFORMANCE MEASUREMENT
Maintain barriers, tags, signage, dust and runoff controls in an operable condition, until works are completed and validated.	At all times and after rain events	Install new controls as new work areas open. Check the condition of controls. Undertake maintenance as required.	SM/FM	Daily surveillance. Weekly / monthly inspection checklist.	No breach of environmental and / or health and safety requirements.
2.3 Excavation of Contaminated Material (mechanical means)					
Engage a licensed contractor to undertake and supervise the works.	At all times	Document removal procedures in contractor SWMS (e.g., misting / sprays to stabilise paints or dust). Implement dust monitoring (as required).	PM/CA	Daily inspections	SWMS followed. No non-compliance detected by the asbestos licensed removal contractor.
Ensure: / Excavator (plant) has an enclosed cabin for the operator; and / Operator remains inside the cab for the duration of works with air conditioning running.	At all times	Document removal procedure documented in contractor SWMS (e.g., misting / sprays to stabilise paints or dust). Implement dust monitoring (as required).	SM/FM	Daily inspections	SWMS followed.

CONTROL MEASURE	TIMING	METHODOLOGY	RESPONSIBLITY	MONITORING AND REPORTING	PERFORMANCE MEASUREMENT
Implement dust, erosion and sediment controls prior to works commencing (particularly on highly erodible soils).	At all times	Ensure a reliable source of water is available for dust suppression. Implement erosion and sediment controls to capture potentially contaminated sediment. Document removal procedures in contractor SWMS. Implement dust monitoring (as required).	SM/FM	Daily inspections	SWMS followed.
Prepare and implement specific procedures for the transport of excavated, asbestos impacted soil to approved locations.	At all times	Load asbestos impacted soil into a truck or bin with 200µm thick polythene liner. Truck / bin to be securely covered and sealed. Dispose of material in accordance with authority requirements. Keep dockets / tracking details of waste disposal.	SM/FM	Daily inspections	SWMS followed. Waste tracking of trucks / bins leaving site and dockets from licensed landfill approved for this waste classification.

CONTROL MEASURE	TIMING	METHODOLOGY	RESPONSIBLITY	MONITORING AND REPORTING	PERFORMANCE MEASUREMENT
2.4 Excavation of Contaminated Material (non-mechanical means)					
Engage a licensed contractor to undertake and supervise the works.	At all times	Document removal procedures in contractor SWMS (e.g., misting / sprays to stabilise paints or dust). Implement dust monitoring (as required).	SM/FM	Daily inspections	SWMS followed. No non-compliance detected by the asbestos licensed removal contractor.
Establish defined 'contamination zones' where asbestos material is located on exposed or excavated surfaces.	At all times	Remove asbestos debris using a combination of 'emu pick' and raking and place material into a 200µm thick polythene bag until it is no more than 50% full. When at 50% capacity, the bag should be double bagged and sealed air-tight with industrial tape and labelled.	SM/FM	Daily inspections	SWMS followed. Bags stored in approved location away from mechanical damage. No non-compliance detected by the asbestos licensed removal contractor.
Obtain a Clearance Certificate.	As required	Engage an Occupational Hygienist to inspect the surfaces of the excavated area including ground surfaces to confirm there is no visually identifiable asbestos remaining on site.	SM/FM Occupational Hygienist	Inspections to all areas as required	Issue of a Clearance Certificate following a satisfactory inspection result.

CONTROL MEASURE	TIMING	METHODOLOGY	RESPONSIBLITY	MONITORING AND REPORTING	PERFORMANCE MEASUREMENT
Backfill excavations in asbestos impacted soils (including new service trenches) with certified clean fill.	At all times as required	Install a geo-textile fabric layer along the walls and base of the trench as well as over ground surfaces to provide delineation between the clean fill and Asbestos impacted soils. Use Certified Clean (imported) Fill such as crushed concrete or a pebble layer at the base of the trench for the new services to sit on. Use clean, validated fill material to backfill and encapsulate the trench. Engage the Occupational Hygienist to inspect surfaces of the backfilled trench including the ground surface, to confirm the encapsulation of the asbestos impacted soils with geo-fabric.	SM/FM	Inspections to all areas as required	SWMS followed. Certified documentation for Clean (imported) Fill obtained.

CONTROL MEASURE	TIMING	METHODOLOGY	RESPONSIBLITY	MONITORING AND REPORTING	PERFORMANCE MEASUREMENT
2.5 Temporary Storage, Transport and Disposal					
Undertake sampling and analysis of the soil/material to determine its waste classification.	At all times	Engage a specialised environmental consultant to undertake sampling and provide a waste classification report. Identify a suitably licensed facility to accept the waste.	SM/FM	Waste classification report.	Acceptance by licensed waste facility
Provide dedicated and clearly identified bins for the temporary on-site storage of asbestos, PCBs, lead-based paints or other hazardous building materials – where storage is required.	At all times	Provide dedicated and clearly marked / delineated waste bins. Bins must be lined and sealed prior to removal for disposal.	SM/FM	Daily inspections	Waste correctly stored in marked bins. No cross contamination of wastes.

CONTROL MEASURE	TIMING	METHODOLOGY	RESPONSIBLITY	MONITORING AND REPORTING	PERFORMANCE MEASUREMENT
Track details for all materials excavated from the site and transported for disposal (i.e., cradle to grave).	At all times	Document detailed and specific procedures for the transport and disposal of asbestos, PCBs, lead based paint and other hazardous materials. Identify suitable licensed waste transporters and facilities. Transport asbestos impacted fill and/or hazardous building materials off-site in leak proof, covered vehicles and dispose of at a licensed facility (based on waste classification). Record the following for trucks leaving site: / Origin of material; / Material type; / Approximate volume; and / Truck registration number.	SM/FM/CA	SWMS prepared by subcontractor. Daily inspections. Tracking register of trucks or bins leaving site. Periodic inspections of transport vehicles/containers. Periodic inspection of waste disposal documentation.	No non-conformances from inspections. All transport vehicles covered and showing appropriate signage and permits. No rejection of loads from licensed facility. Weighbridge dockets identify no overloading of the truck beyond its gross vehicle mass limits.

CONTROL MEASURE	TIMING	METHODOLOGY	RESPONSIBLITY	MONITORING AND REPORTING	PERFORMANCE MEASUREMENT
2.6 Environmental Monitoring (air) and Clearance					
Engage an Occupational Hygienist (OH) to implement monitoring and undertake inspections of the work.	Prior to work commencing. Ongoing – as determined by the OH At completion of removal work	Request that the OH carry out a full visual inspection of the work area prior to the commencement of asbestos/ hazardous materials removal works to ensure containment measures are satisfactory. Request that the OH carry out perimeter, personal (including excavator operator) and clearance air monitoring* and inspections. (*continuous asbestos fibre monitoring must be conducted by a NATA accredited OH) Request that the OH carry out a full inspection of the work area and transit route at the completion of hazardous material removal works.	SM/FM Occupational Hygienist	Daily inspection and checks during works to check monitoring equipment and identify dust. Continuous fibre monitoring.	Monitoring results. Certificates and inspection reports provided by OH. Satisfactory clearance inspection and issued certificate.
2.7 Personal and Plant Decontamination					

Establish a process and personal decontamination facilities within the asbestos affected area in a location where re-contamination cannot occur.	At all times	Ensure personal decontamination occurs each time workers leave an asbestos affected work area AND at the completion of the asbestos removal work. When leaving the work area all site personnel must make their way to the nominated decontamination area, remove their coveralls and clean their masks and boots using the wet rags. Respirator must remain on during decontamination and must only be removed on completion of decontamination. All equipment and waste removed from the asbestos affected work area must be decontaminated using wet rags. At the completion of works, all asbestos related materials including polythene, coveralls, geo-fabric and rags must be double wrapped and sealed for disposal as asbestos contaminated waste.	SM/FM Occupational Hygienist	As detailed in the SWMS prepared by subcontractor. Daily inspections of decontamination area, process and controls.	Occupational Hygienist inspection reports and clearance.

CONTROL MEASURE	TIMING	METHODOLOGY	RESPONSIBLITY	MONITORING AND REPORTING	PERFORMANCE MEASUREMENT
Establish a process and an area for the decontamination of plant used in the removal of asbestos or other hazardous materials.	At competition of works or if plant moved within or off site.	Park excavators/trucks or other mobile plant within a designated washing area at the conclusion of works. Remove all soil from the tracks, body and bucket as far as reasonably practicable. Collect, remove and deposit soil and sediment from the cleaning process in a truck parked outside of the asbestos affected area. Classify and dispose of waste (including soil/sediment) in accordance with relevant State Government requirements.	SM/FM Occupational Hygienist	As detailed in the SWMS prepared by sub-contractor. Daily inspections of the decontamination area, process and controls.	Landfill waste dockets provided. Landfill dockets match waste volumes/types removed.

APPENDIX 1 SUSPECTED HAZARDOUS MATERIALS BY LOCATION