

Removing ACM Tiles		Prepared by project Site Manager		Signature of site manager accepting responsibility for their risk assessment and enforcing the controls listed.		Date risk assessment carried out on site	
RISK ASSESSMENT & SSOW		Please print full name:					
Location						Job Ref	
<p>The completion of this combined risk assessment, permit to work, and consignment note will ensure we are complying with the law to ensure the safe removal of ACM tiles from a property without causing harm to any person (or pet) that may be affected by the completion of this work.</p> <div style="display: flex; justify-content: space-between;"> <div style="width: 48%;"> <p>Preparing the work area:</p> <ul style="list-style-type: none"> ■ Do you need to isolate any services? ■ Restrict access to room ■ Minimise the number of people present ■ Close doors and windows ■ Ensure adequate lighting ■ Use only approved ladders ■ Ensure you have correct RPE & PPE ■ Ensure you have a working mobile telephone </div> <div style="width: 48%;"> <p>Equipment you must have before you begin work</p> <ul style="list-style-type: none"> ■ 500-gauge polythene sheeting to wrap up dropped panels ■ Sufficient RED polythene bags with the CDG hazard notice ■ Sufficient CLEAR polythene bags with the CDG hazard notice ■ Sufficient tape to seal bags ■ Dustpan and brush ■ Spray gun with sufficient water/washing-up liquid mix ■ Cloth or paper towelling to clean area and tools ■ Access to sink and tap, or a bucket of clean water </div> </div>							
At Risk		<input checked="" type="checkbox"/> Employees <input type="checkbox"/> Contractors & other visitors		<input type="checkbox"/> Tenants <input type="checkbox"/> Neighbours		<input type="checkbox"/> Children & vulnerable adults <input type="checkbox"/> Pets	
						<input checked="" type="checkbox"/> Company & private property <input checked="" type="checkbox"/> Environment	
Only authorised operatives who have received training within the last 12 months are to carry out this operation.							
Hazards	Who might be harmed and how	RISK without controls	Standard controls that should be observed on all sites	RISK with controls	Site Manager	Extra controls required to reduce risk to safe level. Use Ext. sheet if necessary	Revised risk after extra controls
<input checked="" type="checkbox"/> Breathing in asbestos fibres	Breathing in air containing asbestos fibres can lead to asbestos-related diseases, mainly cancers of the lungs and chest lining. It can take decades before any clinical signs become apparent.	25	Follow the rules listed on the accompanying SSOW. Obtain a <i>Permit to Work</i> after preparing and securing the site, before starting work. Make sure you are wearing the correct PPE/RPE and you have to hand all the required materials and equipment you need. Ensure the contaminated waste will be collected and transferred to either the Elliott Rd store or taken direct to an approved asbestos waste disposal site before leaving the property.	5	<input type="checkbox"/> Standard controls enforced on site		<div style="display: flex; align-items: center; justify-content: center;"> <div style="border: 1px solid black; width: 40px; height: 40px; margin: 0 5px;"></div> x <div style="border: 1px solid black; width: 40px; height: 40px; margin: 0 5px;"></div> = <div style="border: 1px solid black; width: 40px; height: 40px; margin: 0 5px;"></div> </div>

PERMIT TO WORK: Asbestos Removal Permit number obtained from HO

All work must be completed by 16:00 on the same day.

Name of person in charge:

Please print name, date and sign

Time work started:

Number of asbestos bags used:

Time work ended:

Number of wrapped panels

CONSIGNMENT NOTE TO RECORD TRANSFER OF BAGS FROM SITE TO STORE OR DISPOSAL SITE

All work must be completed by 16:00 on the same day.

Person collecting:

Please print name, date and sign

Taken to Unit 5, Elliott Rd

No. of bags transferred:

Take to Disposal Site

No. of Panels transferred

Please state time and date items delivered

Please record final Consignment reference number

It is essential this form is completed at each stage of the operation and is delivered to HO to be signed off by a manager in the office as soon as is reasonably practical after completing the transfer from site to the store or final disposal site.

Nearest A&E Dept:		In case of Fire or other emergency dial 999		Report Gas Leak to: 0800 111 999	
Likelihood		Severity of Risk		Calculated Risk	Action Plan
1	Improbable: 0%-5% Unlikely to happen	1	No risk to short-term or long-term health or sustaining personal injury	0 - 5	Low Risk - No extra controls needed
2	Remote: 5%-35% May occur at sometime	2	Remote risk to health or sustaining minor injuries treatable by site first aid	6 - 15	Introduce extra controls to reduce risk
3	Possible: 35%-65% Could occur at sometime	3	Low risk of personal injury requiring medical attention at A&E Department	16 - 20	Only under supervision of Site Manager
4	Probable: 65%-95% Very likely to occur	4	Moderate risk of personal injury resulting in more than 7 days off work	21 - 25	Do not proceed as the risk is too high
5	Very probable: 95%-100% Almost certain	5	High risk of life-changing injury, long-term chronic illness, cancer and death		Make reference to the Company CDM Plan when assessing risk

MARISCO TEL No: 01202 474001

Safe System of Working (SSOW)

Email: HealthandSafety@mariscosouth.co.uk

Site		Folio Ref:	
Subject	Asbestos Removal – ACM Tiles		
Legislation and HSE Guidance	<ol style="list-style-type: none">1. Control of Asbestos Regulations 2012. Links: Regulations or HSE.2. L143: Managing and Working with Asbestos.3. A23: Removing asbestos-containing floor tiles and mastic.4. em4: Using a Class H vacuum cleaner for asbestos.5. em5: Wetting asbestos materials.6. em6: Personal protective equipment (including RPE).7. em7: Using damp rags to clean surfaces of minor asbestos contamination.8. em8: Personal decontamination.9. em9: Disposal of asbestos waste.		
Materials & Equipment	<ol style="list-style-type: none">1. Materials as specified by the client's scope of works.2. FFFP3 half-face mask if clean-shaven. Full hood for operatives with beards or stubble. Masks must have a UK-assigned factor of 20 or more.3. Disposable overalls – Type 5 (BS EN ISO 13982-1+A1)4. A sufficient number of clear and red polythene bags and/or sheets, which must display the UN-approved CDG hazard label for asbestos.5. Tape to seal each bag.6. Warning tape and notices.7. Class H vacuum cleaner (BS 8520) for large areas.8. Sharp knife, hammer, scraper, dustpan, and shovel.9. Garden-type sprayer containing wetting agent.10. Bucket of water and rags11. A sealable container in the intended vehicle to receive and transport waste.		
Mandatory paperwork to be completed by operatives	<ol style="list-style-type: none">1. Asbestos removal RAM (to be signed off by operatives)2. Asbestos Permit to Work (Number to be obtained from HO)3. Consignment note to record transfer of bags from site to store / disposal site4. Decontamination sheet in the event of an unplanned contamination of site/vehicle.		

Safe System of Working (SSOW)

Email: HealthandSafety@mariscosouth.co.uk

Method	<ol style="list-style-type: none">1. To prevent harm to any person or animal that might be affected by the removal of ACM Tiles, it is essential all operatives strictly comply with all the rules in this SSOW.2. If you cannot secure the site against unauthorised entry; or you do not possess the right equipment, PPE and RPE; or you have not obtained a <i>Permit to Work</i> number from Head Office; do <u>not</u> start the work until you have all the correct procedures in place.3. Only operatives who have received asbestos removal training in the last 12 months can undertake the removal of ACM tiles.4. Operatives must use one of the three types of approved RPE to carry out the work:<ul style="list-style-type: none">• A 'use-once' disposable FFP3 Half-Face Mask: They must be clean shaven and have been face-fit tested within the last 12 months with the same disposable FFP3 half-face mask they intend to use on this assignment.• A semi-Disposable FFP3 Half-Face Mask: Disposable FFP3 Half-Face Mask: They must be clean shaven and have been face-fit tested within the last 12 months with the same FFP3 half-face mask they intend to use on this assignment. The mask must have been cleaned and maintained with the filters changed in accordance with the manufacturer's instructions.• A VersaFlo™ powered hoods.5. Upon arrival operatives must clear and secure the space from which tiles are to be removed against unauthorised access.6. Operatives must complete the combined <i>Permit to Work</i> and <i>Risk Assessment</i> for the removal of ACM Tile. This will involve confirming with AJT or REK when the work will begin and where, as well as obtaining a <i>Permit to Work reference number</i> from Head Office.7. Operatives must follow the procedures explained in the HSE guides L143, and em4 to em9, when undertaking the removal of the tiles, bagging-up and cleaning-up the site.8. At the conclusion of the job, the operatives must confirm how, who and when the contaminated waste bags will be removed from this site to either:<ul style="list-style-type: none">• The temporary store at Unit 5, Elliott Rd; or• Direct to an approved commercial disposal site who receives asbestos waste.9. Operatives are reminded only properly sealed, double bagged waste is licenced to be transported in a sealable, closed container within their van. It is illegal to transport loose contaminated waste bags in the back of a vehicle.
Unplanned site/vehicle contamination	<p>Operatives must be familiar with and follow the normal asbestos decontamination procedure set out in the HSE guidance em8 in the event of any unplanned contamination of a site or a vehicle.</p> <p>Operatives must also be familiar with the emergency procedure to follow in the event of an accidental contamination of an individual who is not wearing the any PPR or RPE.</p>