

Top 10 tips

for managing your asbestos

1 Create a plan

Create a clear, effective and practical management plan. Estates and Facilities managers have a duty to manage asbestos on any premises that they oversee. That does not just mean a duty to survey. You must have an effective way of managing asbestos containing materials.

2 Make it bespoke

Make your plan bespoke. Each hospital and Trust is different, so make sure you take your time and do not use a generic approach. This way you will provide suitable and sufficient compliance information.

3 Locate it

Find out where your asbestos is. It is essential to invest in a quality survey by a UKAS accredited laboratory to see if there is asbestos in the premises, its location and what condition it is in. The initial investment pays off in whole life value.

4 Risk strategy

Assess the risks and act accordingly. What is your risk strategy? You should provide advice and guidance to all responsible managers when it comes to Health and Safety. This includes asbestos awareness training and effective management of asbestos projects.

5 Contractors

Keep an up to date list of approved licensed asbestos removal contractors and testing laboratories; review their accreditations, licenses and insurances on a regular basis. This will ensure you are ready for any possibility.

6 Update your records

Plan a simple process to ensure an up-to-date record of the location and condition of the ACMs or presumed ACMs in your premises.

7 Communicate

You should communicate your plan to potential contractors, and demonstrate this to external parties. Set up a system for providing updated information on the location/condition of the material to anyone who is liable to work on or disturb it. Think practical. What procedure will work within your estate to ensure activities? Occupation, maintenance & works are all assessed with respect to asbestos.

8 Review annually

Take time to review your plan at least annually and update your asbestos register where necessary. Assess what is and is not working. Are there any changes to the estate or legislation which could impact your plan? Any significant changes may require an immediate change to the plan and the Trust Board should be informed in detail of how this may affect their policy.

9 Maintain

Maintain and ensure that the Trust's Asbestos Policy and Asbestos Management Plan is kept up to date. It is important to communicate this to all relevant parties.

10 Research

Finally, make sure you do your research. It might seem important that asbestos issues are resolved rapidly, but do not compromise quality for a quick fix.