

## **Foreward**

### ASBESTOS SURVEY REPORT FOR WASHINGTON COMMUNITY RESOURCE CENTRE, AYTON ROAD, WASHINGTON, NE38 0DA.

I have enclosed for your information and retention the most recent asbestos survey (Management) which applies to the property stated above. The purpose of the survey is to identify as far as possible, the materials containing asbestos fibres in your property.

The attached report is divided in sections so as to give as much information as possible, a basic reference section for use by premises managers and a more detailed report for use by contractors on site etc.

#### **Plan of the Building and Sample Locations**

This contains a plan of the building and identifies where asbestos samples have been taken from.

#### **Photographs of Areas Sampled**

This section contains photographs of all the areas where samples were taken. These photographs can be used when carrying out the periodic inspections to see if there has been any change or deterioration in its condition.

#### **Survey Information**

This section contains the survey information as printed from the central database held at Land and Property. It describes the type of asbestos present, its location, condition etc. Contractors should be shown this section along with the others when they are shown the register prior to starting any work.

#### **Priority Risk Assessments**

This section contains assessments which have been created using information from the survey and information on your property. This assessment helps to determine how often periodic checks on any asbestos need to be carried out by your Samo.

#### **5 Simple Steps to Asbestos Management**

This section details procedures for managing asbestos in your property. It gives guidance on the register, the inspections, any planned work and what to do when contractors arrive on site.

#### **Commonly asked Questions**

This section covers questions most commonly asked and can be referred to as/when the need arises.

The building has been surveyed as comprehensively as possible, all potentially fibrous materials have been examined and where necessary analysed by competent UKAS accredited analysts and the findings of both recorded in the report.

This report is an important document and must be referred to before any building works are carried out. The report must be kept with your handbook and the checklists completed on a regular basis. You will be reminded when your specific checklists are due for submission.

### **Information for Employees Working in Premises where Asbestos Containing Materials Exist.**

Asbestos is made up of fibrous materials, which are flexible, mechanically strong and resistant to stretching, heat and chemicals. As a consequence, asbestos has been used extensively in buildings. Examples of asbestos containing materials found in buildings include exterior asbestos cement cladding; gutters and pipes; fireproof sprays on structural steel joists; insulation boards in service ducts and wall partitions; ceiling and floor tiles and pipe and boiler lagging.

Asbestos containing products can produce very small fibrous dust particles, which can not be seen by the naked eye. It is only when these fibres become airborne, due to damage, deterioration, disturbance etc, that there is a risk to health.

### **If asbestos is maintained in good condition and is not disturbed or damaged it does not pose a health risk.**

The authority has a management system for ensuring that you are not exposed to asbestos containing materials that are in poor condition and may pose a health risk. This system is based on sound principals laid down by legislation and associated codes of practice and guidance.

It is not appropriate simply to remove all asbestos containing materials in buildings. Asbestos materials that are sound, undamaged and not releasing dust should be left alone. Any disturbance to such materials, however carefully controlled, will release fibres and be counter-productive.

Within the building you occupy, your department has nominated a Site Asbestos Monitoring Officer (SAMO). This individual is responsible for inspecting the asbestos containing materials to ensure they are not in a dangerous condition. Should you have any concerns about suspect materials within your premises you should contact the SAMO.

### **Restrictions on use, distribution and publication of the report**

We accept no responsibility or liability for the consequences of this document being used for purpose other than for which it was commissioned.

To the extent that the document is based on the information available at the time of writing, Sunderland City Council accepts no liability for any consequences should this report be used for any other purpose

If you require any further information regarding the report or its application please contact Caroline Bage, Asbestos Manager on Tel: 07557 938966.

Yours sincerely,

Neil Guthrie  
Director of Development and Property

Sunderland  
City Council

# Sunderland City Council

## *Control of Asbestos Regulations 2012*

### **Asbestos Register for**

### **Washington Resource Centre, Washington, NE38 0DA**



**UPRN: - 401888**

**TF Ref:**

**Location of register:-**

**Premises Manager / Samo: - Tenant**

**Date: 01 June 2026**

**Contact Numbers List: -**

**Caroline Bage Asbestos Manager – 07557 938966**

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## Plan of Building and Samples Location

- (Item 1) Ref: Presumed – Close coupled pipework flange gasket (0/001/Gas meter house) – Very Low Risk
- (Item 2) Ref: 401888-11 – Insulation to heaters and associated debris to floor (0/002/Managers office) – No Risk
- (Item 3) Ref: 401888-13 – Floor screed (0/003/Computer suite) – No Risk
- (Item 4) Ref: 401888-12 – Panels to skylights (0/003/Computer suite) – No Risk
- (Item 5) Ref: As 401888-13 – Floor screed (0/004/Store) – No Risk
- (Item 6) Ref: As 401888-13 – Floor screed (0/005/Store) – No Risk
- (Item 7) Ref: As 401888-12 – Panels to skylights (0/006/Textiles Room ceiling void) – No Risk
- (Item 8) Ref: As 401888-13 – Floor screed (0/015a/Corridor) – No Risk
- (Item 9) Ref: As 401888-13 – Floor screed (0/016/Seating area) – No Risk
- (Item 10) Ref: As 401888-13 – Floor screed (0/017/Electric cupboard) – No Risk
- (Item 11) Ref: 401888-14 – Fixed ceiling (0/18/Toilet) – Very Low Risk
- (Item 12) Ref: 401888-15 – Floor screed (0/18/Toilet) – No Risk
- (Item 13) Ref: As 401888-14 – Fixed ceiling tiles (0/20/Office lobby) – No Risk
- (Item 14) Ref: As 401888-14 – Fixed ceiling (0/20a/Corridor) – Very Low Risk
- (Item 15) Ref: 401888-12 – Panel to ceiling void hatch (0/20a/Cupboard) – No Risk
- (Item 16) Ref: As 401888-15 – Floor screed (0/21/Toilet) – No Risk
- (Item 17) Ref: As 401888-12 – Suspended ceiling tiles (0/021/Toilet) – No Risk
- (Item 18) Ref: As 401888-12 – Panel to ceiling void hatch (0/021/Toilet) – No Risk
- (Item 19) Ref: 401888-16 – Mastic to ducting (0/021/Toilet ceiling void) – No Risk
- (Item 20) Ref: As 401888-12 – Suspended ceiling tiles (0/022/Cellar) – No Risk
- (Item 21) Ref: As 401888-15 – Floor screed (0/023/Bar) – No Risk
- (Item 22) Ref: 401888-17 – Subfloor (0/023/Bar) – Very Low Risk
- (Item 23) Ref: 401888-18 – Sink pad (0/023/Bar) – Very Low Risk
- (Item 24) Ref: As 401888-12 – Fixed ceiling tiles (0/024/Office) – No Risk
- (Item 25) Ref: 401888-19 – Coating to underside of work tops (0/025/Kitchen) – Very Low Risk
- (Item 26) Ref: As 401888-16 – Mastic to ducting (0/025/Kitchen ceiling void) – No Risk
- (Item 27) Ref: As 401888-14 – Fixed ceiling (0/026/Kitchen Store) – Very Low Risk
- (Item 28) Ref: As 401888-14 – Fixed ceiling (0/027/Kitchen Store) – Very Low Risk
- (Item 29) Ref: As 401888-14 – Fixed ceiling (0/028/Freezer Cupboard) – Very Low Risk
- (Item 30) Ref: 401888-21 – Packers to boilers (0/030/Boiler Room) – Removed November 2021
- (Item 31) Ref: 401888-22 – Lagging to boiler pipework (0/030/Boiler Room) – No Risk
- (Item 32) Ref: 401888-23 – Lagging to raised cylinder (0/030/Boiler Room) – No Risk
- (Item 33) Ref: 401888-24 – Pipework lagging to green pipework (0/030/Boiler Room) – No Risk
- (Item 34) Ref: 401888-25 – Debris to pipework flanges (0/030/Boiler Room) – No Risk

- (Item 35) Ref: As 401888-25 – Debris to pipework brackets (0/030/Boiler Room) – No Risk
- (Item 36) Ref: 401888-26 Debris to walls (0/030/Boiler Room) – No Risk
- (Item 37) Ref: As 401888-26 – Debris to wall mounted cable trays (0/030/Boiler Room) – No Risk
- (Item 38) Ref: 401888-27 – Debris to floor (0/030/Boiler Room) – No Risk
- (Item 39) Ref: 401888-28 – Gaskets to pipework flange (0/030/Boiler Room) – Removed November 2021
- (Item 40) Ref: As 401888-27 – Debris to high level cables (0/030/Boiler Room) – No Risk
- (Item 41) Ref: As 401888-27 – Debris to mezzanine floor (0/030/Boiler Room) – No Risk
- (Item 42) Ref: As 401888-27 – Debris to tank funnels (0/030/Boiler Room) – No Risk
- (Item 43) Ref: As 401888-16 – Mastic to ducting (0/031/Workshop store) – No Risk
- (Item 44) Ref: 401888-20 – Remnant mastic to fire exit door (0/032/Workshop) – Very Low Risk
- (Item 45) Ref: As 401888-15 – Floor screed (0/033/Ayton suite 5) – No Risk
- (Item 46) Ref: As 401888-15 – Floor screed (0/034/Ayton suite 5 store) – No Risk
- (Item 47) Ref: As 401888-15 – Floor screed (0/035/Ayton suite 4) – No Risk
- (Item 48) Ref: As 401888-15 – Floor screed (0/036/Ayton suite 4 store) – No Risk
- (Item 49) Ref: As 401888-15 – Floor screed (0/037/Male WC) – No Risk
- (Item 50) Ref: As 401888-16 – Mastic to ducting (0/037/Male WC ceiling void) – No Risk
- (Item 51) Ref: As 401888-16 – Mastic to ducting (0/038/Female WC ceiling void) – No Risk
- (Item 52) Ref: As 401888-15 – Floor screed (0/039/Corridor) – No Risk
- (Item 53) Ref: Presumed – Pipework flange gaskets at expansion bellows (0/040/Corridor ceiling void) – Very Low Risk
- (Item 54) Ref: As 401888-5 – Panels to skylights (0/048/Ayton suite 1) – No Risk
- (Item 55) Ref: As 401888-5 – Panels to skylights (0/048/Ayton suite 1 ceiling void) – No Risk
- (Item 56) Ref: As 401888-2 – Panels to skylights (0/051/Ayton suite 2) – No Risk
- (Item 57) Ref: 401888-1 – Mastic to ducting (0/051/Ayton suite 2 ceiling void) – No Risk
- (Item 58) Ref: 401888-2 – Panels to skylights (0/051/Ayton suite 2 ceiling void) – No Risk
- (Item 59) Ref: 401888-3 – Fixed ceiling (0/056/Cupboard) – Very Low Risk
- (Item 60) Ref: 401888-4 – Floor screed (0/056/Cupboard) – No Risk
- (Item 61) Ref: As 401888-3 – Fixed ceiling (0/057/Cleaners cupboard) – Very Low Risk
- (Item 62) Ref: As 401888-4 – Floor screed (0/057/Cleaners cupboard) – No Risk
- (Item 63) Ref: As 401888-37 – Infill panels to windows (0/059/Entrance lobby) – No Risk
- (Item 64) Ref: As 401888-2 – Skylight surrounds (0/062/Corridor ceiling void) – No Risk
- (Item 65) Ref: 401888-4 – Floor screed (0/065/Server Cupboard) – No Risk
- (Item 66) Ref: As 401888-4 – Floor screed (0/068/Corridor) – No Risk
- (Item 67) Ref: As 401888-4 – Floor screed (0/068a/Bathroom) – No Risk

- (Item 68) Ref: As 401888-1 – Mastic to ducting (0/074/Craft room ceiling void) – No Risk
- (Item 69) Ref: As 401888-3 – Fixed ceiling (0/075/Craft room store) – Very Low Risk
- (Item 70) Ref: As 401888-3 – Fixed ceiling (0/076/Craft room office) – Very Low Risk
- (Item 71) Ref: As 401888-1 – Mastic to ducting (0/077/Male toilet ceiling void) – No Risk
- (Item 72) Ref: As 401888-7 – Floor screed (0/080/Store cupboard) – No Risk
- (Item 73) Ref: As 401888-1 - Mastic to ducting (0/081/Reception main office ceiling void) – No Risk
- (Item 74) Ref: 401888-7 – Floor screed (0/083/Entrance lobby) – No Risk
- (Item 75) Ref: 401888-5 – Skylight surround (0/083/Entrance lobby ceiling void) – No Risk
- (Item 76) Ref: 401888-6 - Debris to top of suspended ceiling below skylight (0/083/Entrance lobby ceiling void) – No Risk
- (Item 77) Ref: As 401888-5 – Skylight surround (0/083a/Corridor ceiling void) – No Risk
- (Item 78) Ref: As 401888-6 - Debris to top of suspended ceiling below skylight (0/083a/Corridor ceiling void) – No Risk
- (Item 79) Ref: 401888-29 – Subfloor (0/085/Dining hall) – No Risk
- (Item 80) Ref: 401888-8 – Mastic to ducting (0/085/Dining hall high level ceiling void) – No Risk
- (Item 81) Ref: 401888-9 – Firebreak (0/085/Dining Hall high level ceiling void) – No Risk
- (Item 82) Ref: 401888-10 – Debris to top side of suspended ceiling below (0/085/Dining Hall high level ceiling void) – No Risk
- (Item 83) Ref: 401888-30 – Fixed ceiling above stage (0/086/Stage area) – No Risk
- (Item 84) Ref: As 401888-30 – Boxing to main stage ceiling (0/086/Stage area) – No Risk
- (Item 85) Ref: As 401888-29 – Floor covering to ramp (0/086/Stage area) – No Risk
- (Item 86) Ref: 401888-36 – Sealant to window and door frames (External) – Very Low Risk
- (Item 87) Ref: 401888-37 – Window infill panels (External) – No Risk
- (Item 96) Ref: 20-27272-11 – Electrical equipment within redundant barrel fuses to switchgear (Boiler Room) – No Risk
- (Item 97) Ref: 20-27272-12 – Pipes above tank to stoptap gasket (Boiler Room) – No Risk
- (Item 98) Ref: 20-27272-14 – Vessels behind rear metal boiler plates x 5 (Boiler Room) – No Risk
- (Item 99) Ref: 20-27272-3 – Pipes small bore adjacent to control panel (Boiler Room) – No Risk
- (Item 100) Ref: 20-27272-4 – Pipes large bore behind boiler (Boiler Room) – No Risk
- (Item 101) Ref: 20-27272-6 – Pipes metal clad adjacent to tank and boiler (Boiler Room) – No Risk
- (Item 102) Ref: 20-27272-8 – Vessels rear access plates to boilers (Boiler Room) – No Risk
- (Item 103) Presumed – Flash guards (Switch Room G/002) – Low Risk

- (Item 104) Ref: HD000851 - Insulating board upstands to skylight window adjacent to tracking bars (Room Two G/01) – No Risk
- (Item 105) Ref: HD000852 - Red mastic to ductings within ceiling void (Room Two G/01) – No Risk
- (Item 106) Ref: RT000802 – Adhesive below tiles (Textiles Room G/01) – No Risk

### **Caretaker's House**

- (Item 88) Ref: 401888-34 – Ceiling (0/001/Porch) – Very Low Risk
- (Item 89) Ref: As 401888-33 – Ceiling (0/002/Hallway) – Very Low Risk
- (Item 90) Ref: As 401888-32 – Walls (0/002/Hallway) – Very Low Risk
- (Item 91) Ref: 401888-33 – Ceiling (0/005/Living Room) – Very Low Risk
- (Item 92) Ref: 401888-31 – Ceiling (1/001/Stairwell and Landing) – Very Low Risk
- (Item 93) Ref: 401888-32 – Walls (1/001/Stairwell and Landing) – Very Low Risk
- (Item 94) Ref: 401888-35 – Under cloaking to house and porch (External) – Very Low Risk
- (Item 95) Ref: 401888-38 – Sealant to door frames (External) – No Risk

**Survey J126158 was taken for refurbishment to the main entrance doors. No samples were taken but no asbestos was detected.**

**Please note the survey carried out was non-intrusive and any areas not listed above may not have been accessed or had samples taken, should major refurbishment be planned for the property, further investigation will be required.**

## Photographs of Areas Sampled



### **Item 1 Ref: Presumed**

The close coupled pipework flange gasket in the Gas Meter House (Rm 0/01) contains asbestos.

Any change in its appearance should be recorded and passed to Property Services.



### **Item 2 Ref: 401888-11**

The insulation to heaters and associated debris to floor in the Managers Office (Rm 0/02) does not contain asbestos.



### **Item 3 Ref: 401888-13**

The floor screed in the Computer Suite (Rm 0/03) does not contain asbestos.

**Photographs of Areas Sampled (Cont)**



**Item 4 Ref: 401888-12**

The panels to skylights in the Computer Suite – ceiling void (Rm 0/03) do not contain asbestos.



**Item 5 Ref: As 401888-13**

The floor screed in the Store (Rm 0/04) does not contain asbestos.



**Item 6 Ref: As 401888-13**

The floor screed in the Store (Rm 0/05) does not contain asbestos.

## Photographs of Areas Sampled (Cont)



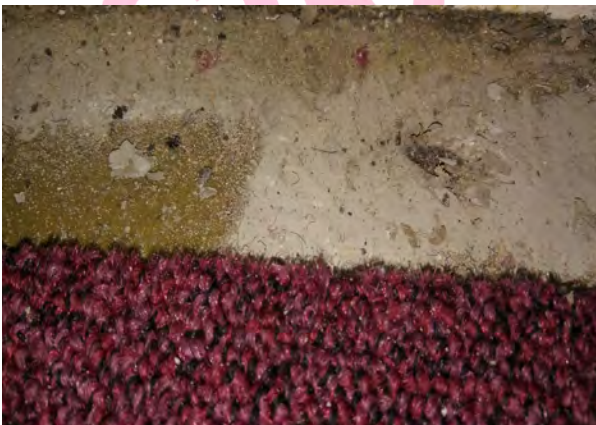
### **Item 7 Ref: As 401888-12**

The panels to skylights in the Textiles Room – ceiling void (Rm 0/06) do not contain asbestos.



### **Item 8 Ref: As 401888-13**

The floor screed in the Corridor (Rm 0/15a) does not contain asbestos.



### **Item 9 Ref: As 401888-13**

The floor screed in the Seating Area (Rm 0/16) does not contain asbestos.

## Photographs of Areas Sampled (Cont)



### **Item 10 Ref: As 401888-13**

The floor screed in the Electric Cupboard (Rm 0/17) does not contain asbestos.



### **Item 11 Ref: As 401888-14**

The textured coated ceiling in the Toilet (Rm 0/18) contains asbestos.

Any change in its appearance should be recorded and passed to Property Services.



### **Item 12 Ref: As 401888-15**

The floor screed in the Toilet (Rm 0/18) does not contain asbestos.

## Photographs of Areas Sampled (Cont)



### **Item 13 Ref: As 401888-12**

The ceiling tiles in the Office Lobby (Rm 0/20) does not contain asbestos.



### **Item 14 Ref: As 401888-14**

The textured coated ceiling in the Corridor (Rm 0/20a) contains asbestos.

Any change in its appearance should be recorded and passed to Property Services.



### **Item 15 Ref: As 401888-12**

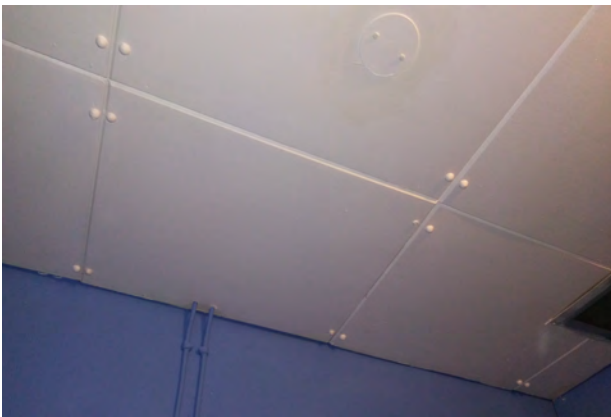
The panel to ceiling void hatch in the Corridor (Rm 0/20a) does not contain asbestos.

**Photographs of Areas Sampled (Cont)**



**Item 16 Ref: As 401888-15**

The floor screed in the Toilet (Rm 0/21) does not contain asbestos.



**Item 17 Ref: As 401888-12**

The ceiling tiles in the Toilet (Rm 0/21) does not contain asbestos.



**Item 18 Ref: As 401888-12**

The panel to ceiling void hatch in the Toilet (Rm 0/21) does not contain asbestos.

## Photographs of Areas Sampled (Cont)



### **Item 19 Ref: 401888-16**

The mastic to ducting in the Toilet – ceiling void (Rm 0/21) does not contain asbestos.



### **Item 20 Ref: As 401888-12**

The ceiling tiles in the Cellar (Rm 0/22) does not contain asbestos.



### **Item 21 Ref: As 401888-15**

The floor screed in the Bar (Rm 0/23) does not contain asbestos.

## Photographs of Areas Sampled (Cont)



### **Item 22 Ref: 401888-17**

The floor tile with bitumen adhesive in the Bar (Rm 0/23) does contain asbestos.

Any change in its appearance should be recorded and passed to Property Services.



### **Item 23 Ref: 401888-18**

The sink pad in the Bar (Rm 0/23) does contain asbestos.

Any change in its appearance should be recorded and passed to Property Services.



### **Item 24 Ref: As 401888-12**

The ceiling tiles in the Office (Rm 0/24) does not contain asbestos.

## Photographs of Areas Sampled (Cont)



### **Item 25 Ref: 401888-19**

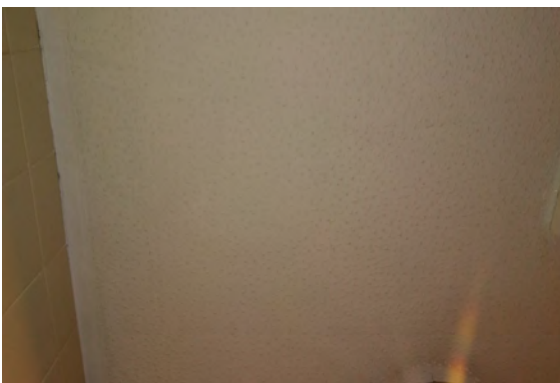
The coating to the underside of worktops in the Kitchen (Rm 0/25) does contain asbestos.

Any change in its appearance should be recorded and passed to Property Services.



### **Item 26 Ref: As 401888-16**

The mastic to ducting in the Kitchen – ceiling void (Rm 0/25) does not contain asbestos.



### **Item 27 Ref: As 401888-14**

The textured coated ceiling in the Kitchen Store (Rm 0/26) contains asbestos.

Any change in its appearance should be recorded and passed to Property Services.

## Photographs of Areas Sampled (Cont)



### **Item 28 Ref: As 401888-14**

The textured coated ceiling in the Kitchen Store (Rm 0/27) contains asbestos.

Any change in its appearance should be recorded and passed to Property Services.



### **Item 29 Ref: As 401888-14**

The textured coated ceiling in the Freezer Cupboard (Rm 0/28) contains asbestos.

Any change in its appearance should be recorded and passed to Property Services.



### **Item 30 Ref: 401888-21**

The packers to boilers in the Boiler Room (Rm 0/30) contains asbestos.

Removed November 2021.

## Photographs of Areas Sampled (Cont)



### **Item 31 Ref: 401888-22**

The lagging to boiler pipework in the Boiler Room (Rm 0/30) does not contain asbestos.



### **Item 32 Ref: 401888-23**

The lagging to raised cylinder in the Boiler Room (Rm 0/30) does not contain asbestos.



### **Item 33 Ref: 401888-24**

The pipework lagging to green pipework in the Boiler Room (Rm 0/30) does not contain asbestos.

## Photographs of Areas Sampled (Cont)



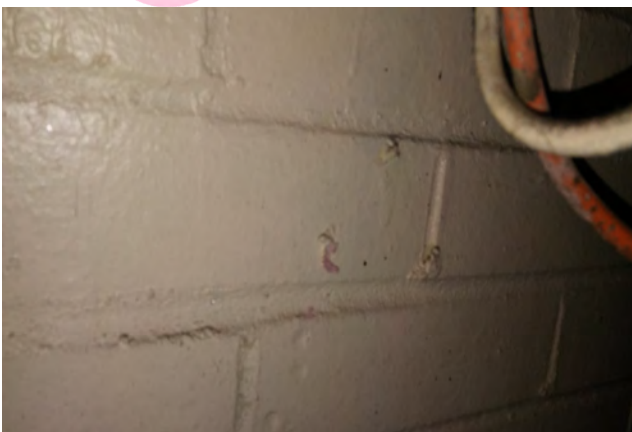
### **Item 34 Ref: 401888-25**

The debris to pipework flanges in the Boiler Room (Rm 0/30) does not contain asbestos.



### **Item 35 Ref: As 401888-25**

The debris to pipework brackets in the Boiler Room (Rm 0/30) does not contain asbestos.



### **Item 36 Ref: 401888-26**

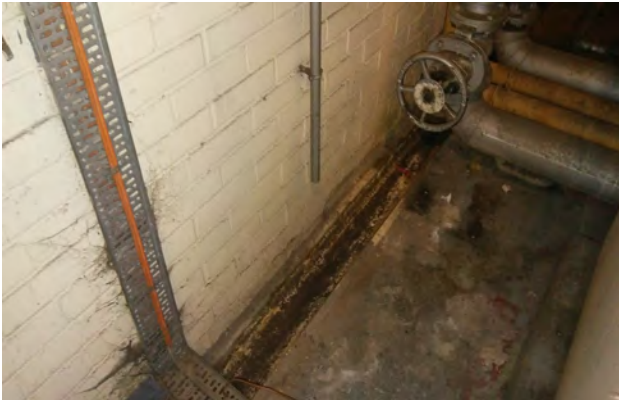
The debris to walls in the Boiler Room (Rm 0/30) does not contain asbestos.

## Photographs of Areas Sampled (Cont)



### **Item 37 Ref: As 401888-26**

The debris to wall mounted cable trays in the Boiler Room (Rm 0/30) does not contain asbestos.



### **Item 38 Ref: 401888-27**

The debris to floor in the Boiler Room (Rm 0/30) does not contain asbestos.



### **Item 39 Ref: 401888-28**

The gaskets to pipework flange in the Boiler Room (Rm 0/30) contains asbestos.

Removed November 2021.

**Photographs of Areas Sampled (Cont)**



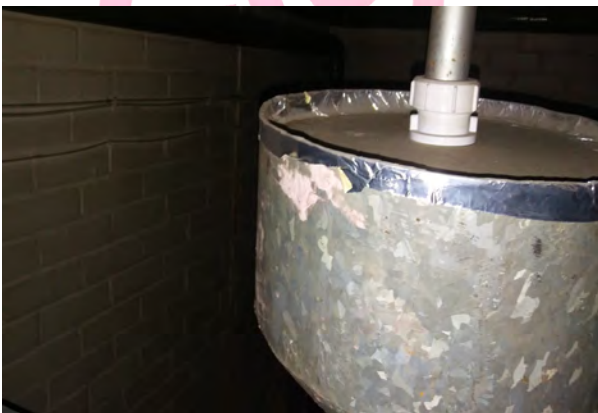
**Item 40 Ref: As 401888-27**

The debris to high level cables in the Boiler Room (Rm 0/30) does not contain asbestos.



**Item 41 Ref: As 401888-27**

The debris to mezzanine floor in the Boiler Room (Rm 0/30) does not contain asbestos.



**Item 42 Ref: As 401888-27**

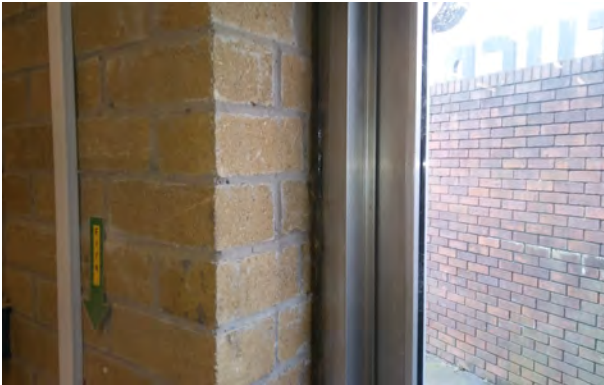
The debris to tank funnels in the Boiler Room (Rm 0/30) does not contain asbestos.

## Photographs of Areas Sampled (Cont)



### **Item 43 Ref: As 401888-16**

The mastic to ducting in the Workshop Store (Rm 0/31) does not contain asbestos.



### **Item 44 Ref: 401888-20**

The remnant mastic to fire exit door in the Workshop (Rm 0/32) contains asbestos.

Any change in its appearance should be recorded and passed to Property Services.



### **Item 45 Ref: As 401888-15**

The floor screed in the Ayton Suite 5 (Rm 0/33) does not contain asbestos.

**Photographs of Areas Sampled (Cont)**



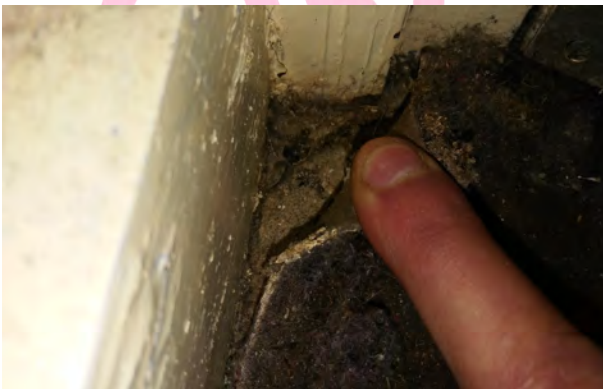
**Item 46 Ref: As 401888-15**

The floor screed in the Ayton Suite 5 Store (Rm 0/34) does not contain asbestos.



**Item 47 Ref: As 401888-15**

The floor screed in the Ayton Suite 4 (Rm 0/35) does not contain asbestos.



**Item 48 Ref: As 401888-15**

The floor screed in the Ayton Suite 4 Store (Rm 0/36) does not contain asbestos.

## Photographs of Areas Sampled (Cont)



### **Item 49 Ref: As 401888-15**

The floor screed in the Male WC (Rm 0/37) does not contain asbestos.



### **Item 50 Ref: As 401888-16**

The mastic to ducting in the Male WC – ceiling void (Rm 0/37) does not contain asbestos.



### **Item 51 Ref: As 401888-16**

The mastic to ducting in the Female WC – ceiling void (Rm 0/38) does not contain asbestos.

## Photographs of Areas Sampled (Cont)



### **Item 52 Ref: As 401888-15**

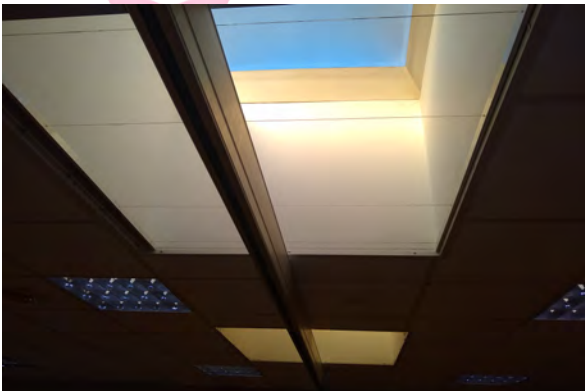
The floor screed in the Corridor (Rm 0/39) does not contain asbestos.



### **Item 53 Ref: Presumed**

The pipework flange gaskets at expansion bellows in the Corridor – ceiling void (Rm 0/40) contains asbestos.

Any change in its appearance should be recorded and passed to Property Services.



### **Item 54 Ref: As 401888-5**

The panels to skylights in the Ayton Suite 1 (Rm 0/48) do not contain asbestos.

## Photographs of Areas Sampled (Cont)



### **Item 55 Ref: As 401888-5**

The panels to skylights in the Ayton Suite 1 – ceiling void (Rm 0/48) do not contain asbestos.



### **Item 56 Ref: As 401888-2**

The panels to skylights in the Ayton Suite 2 (Rm 0/51) do not contain asbestos.



### **Item 57 Ref: 401888-1**

The mastic to ducting in the Ayton Suite 2 – ceiling void (Rm 0/51) does not contain asbestos.

## Photographs of Areas Sampled (Cont)



### **Item 58 Ref: 401888-2**

The skylight surrounds in the Ayton Suite 2 – ceiling void (Rm 0/51) do not contain asbestos.



### **Item 59 Ref: 401888-3**

The textured coating ceiling in the Cupboard (Rm 0/56) contains asbestos.

Any change in its appearance should be recorded and passed to Property Services.



### **Item 60 Ref: As 401888-4**

The floor screed in the Cupboard (Rm 0/56) does not contain asbestos.

## Photographs of Areas Sampled (Cont)



### **Item 61 Ref: As 401888-3**

The textured coating ceiling in the Cleaners Cupboard (Rm 0/57) contains asbestos.

Any change in its appearance should be recorded and passed to Property Services.



### **Item 62 Ref: As 401888-4**

The floor screed in the Cleaners Cupboard (Rm 0/57) does not contain asbestos.



### **Item 63 Ref: As 401888-37**

The infill panels to windows in the Entrance Lobby (Rm 0/59) do not contain asbestos.

## Photographs of Areas Sampled (Cont)



### **Item 64 Ref: As 401888-2**

The skylight surrounds in the Corridor – ceiling void (Rm 0/62) do not contain asbestos.



### **Item 65 Ref: 401888-4**

The floor screed in the Server Cupboard (Rm 0/65) does not contain asbestos.



### **Item 66 Ref: As 401888-4**

The floor screed in the Corridor (Rm 0/68) does not contain asbestos.

## Photographs of Areas Sampled (Cont)



### **Item 67 Ref: As 401888-4**

The floor screed in the Bathroom (Rm 0/68a) does not contain asbestos.



### **Item 68 Ref: As 401888-1**

The mastic to ducting in the Craft Room – ceiling void (Rm 0/74) does not contain asbestos.



### **Item 69 Ref: As 401888-3**

The textured coating ceiling in the Craft Room Store (Rm 0/75) contains asbestos.

Any change in its appearance should be recorded and passed to Property Services.

## Photographs of Areas Sampled (Cont)



### **Item 70 Ref: As 401888-3**

The textured coating ceiling in the Craft Room Office (Rm 0/76) contains asbestos.

Any change in its appearance should be recorded and passed to Property Services.



### **Item 71 Ref: As 401888-1**

The mastic to ducting in the Male Toilet – ceiling void (Rm 0/77) does not contain asbestos.



### **Item 72 Ref: As 401888-7**

The floor screed in the Store Cupboard (Rm 0/80) does not contain asbestos.

## Photographs of Areas Sampled (Cont)



### **Item 73 Ref: As 401888-1**

The mastic to ducting in the Reception Main Office – ceiling void (Rm 0/81) does not contain asbestos.



### **Item 74 Ref: 401888-7**

The floor screed in the Entrance Lobby (Rm 0/83) does not contain asbestos.



### **Item 75 Ref: 401888-5**

The skylight surround in the Entrance Lobby – ceiling void (Rm 0/83) does not contain asbestos.

## Photographs of Areas Sampled (Cont)



**Item 76 Ref: 401888-6**

The debris to the top of the suspended ceiling below skylights in the Entrance Lobby – ceiling void (Rm 0/83) does not contain asbestos.



**Item 77 Ref: As 401888-5**

The skylight surround in the Corridor – ceiling void (Rm 0/83a) does not contain asbestos.



**Item 78 Ref: As 401888-6**

The debris to the top of the suspended ceiling below skylights in the Corridor – ceiling void (Rm 0/83a) does not contain asbestos.

**Photographs of Areas Sampled (Cont)**



**Item 79 Ref: 401888-29**

The floor screed in the Dining Hall (Rm 0/85) does not contain asbestos.



**Item 80 Ref: 401888-8**

The mastic to ducting in the Dining Hall – high level ceiling void (Rm 0/85) does not contain asbestos.



**Item 81 Ref: 401888-9**

The firebreak in the Dining Hall – high level ceiling void (Rm 0/85) does not contain asbestos.

## Photographs of Areas Sampled (Cont)



### **Item 82 Ref: 401888-10**

The debris to topside of suspended ceiling below in the Dining Hall – high level ceiling void (Rm 0/85) does not contain asbestos.



### **Item 83 Ref: 401888-30**

The fixed ceiling above stage in the Stage Area (Rm 0/86) does not contain asbestos.



### **Item 84 Ref: As 401888-30**

The boxing to main stage ceiling in the Stage Area (Rm 0/86) does not contain asbestos.

## Photographs of Areas Sampled (Cont)



### **Item 85 Ref: As 401888-29**

The floor covering to ramp in the Stage Area (Rm 0/86) does not contain asbestos.



### **Item 86 Ref: 401888-36**

The sealant to windows and doors (External) does contain asbestos.

Any change in its appearance should be recorded and passed to Property Services.



### **Item 87 Ref: 401888-37**

The window infill panels (External) does not contain asbestos.

**Photographs of Areas Sampled (Cont)**

**Item 96 Ref: 20-27272-11**



The electrical equipment within redundant barrel fuses to switchgear in Boiler Room does not contain asbestos.

**Item 97 Ref: 20-27272-12**



The pipes above tank to stopcock gasket in Boiler Room does not contain asbestos.

**Item 98 Ref: 20-27272-14**



The vessels behind rear metal boiler plates x 5 in Boiler Room does not contain asbestos.

**Photographs of Areas Sampled (Cont)**

**Item 99 Ref: 20-27272-3**



The pipes small bore adjacent to control panel in Boiler Room does not contain asbestos.

**Item 100 Ref: 20-27272-4**



The pipes large bore behind boiler in Boiler Room does not contain asbestos.

**Item 101 Ref: 20-27272-6**



The pipes metal clad adjacent to tank and boiler in Boiler Room does not contain asbestos.

**Photographs of Areas Sampled (Cont)**

**Item 102 Ref: 20-27272-8**



The vessels rear access plates to boilers in Boiler Room does not contain asbestos.

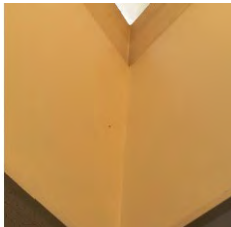
**Item 103 Ref: Presumed**



The flash guards in the Electrical Switch Board (Electrical Switch Room G/002) is presumed to contain asbestos.

Any change in its appearance should be recorded and passed to Property Services.

**Item 104 Ref: HD000851**



The Insulating board upstands to skylight window adjacent to tracking bars (Room Two G/01) do not contain asbestos.

## Photographs of Areas Sampled (Cont)

### **Item 105 Ref: HD000852**



The Red mastic to ductings within ceiling void (Room Two G/01) does not contain asbestos.

### **Item 106 Ref: RT000802**



The adhesive below tiles in the textiles room (Room G/01) does not contain asbestos.

**Photographs of Areas Sampled (Caretakers House)**



**Item 88 Ref: 401888-34**

The textured coating ceiling in the Porch – Caretakers House (Rm 0/01) contains asbestos.

Any change in its appearance should be recorded and passed to Property Services.



**Item 89 Ref: As 401888-33**

The textured coating ceiling in the Hallway – Caretakers House (Rm 0/02) contains asbestos.

Any change in its appearance should be recorded and passed to Property Services.



**Item 90 Ref: As 401888-32**

The textured coating walls in the Hallway – Caretakers House (Rm 0/02) contains asbestos.

Any change in its appearance should be recorded and passed to Property Services.

**Photographs of Areas Sampled (Caretakers House cont.)**



**Item 91 Ref: 401888-33**

The textured coating ceiling in the Living Room – Caretakers House (Rm 0/05) contains asbestos.

Any change in its appearance should be recorded and passed to Property Services.



**Item 92 Ref: 401888-31**

The textured coating ceiling in the Stairwell & Landing – Caretakers House (Rm 1/01) contains asbestos.

Any change in its appearance should be recorded and passed to Property Services.



**Item 93 Ref: 401888-32**

The textured coating walls in the Stairwell & Landing – Caretakers House (Rm 1/01) contains asbestos.

Any change in its appearance should be recorded and passed to Property Services.

**Photographs of Areas Sampled (Caretakers House cont.)**



**Item 94 Ref: 401888-35**

The undercloaking to house & porch – Caretakers House (External) contains asbestos.

Any change in its appearance should be recorded and passed to Property Services.



**Item 95 Ref: 401888-38**

The sealant to door frame – Garage Block (External) does not contain asbestos.

## Five Simple Steps to Asbestos Management

Each property has a nominated site asbestos monitoring officer (SAMO). The SAMO is responsible for maintaining this register and ensuring all necessary personnel are aware of the register including all maintenance, construction and service installers; undertaking periodic inspections and liaising with the Departmental Asbestos Co-ordinator and the Asbestos Manager in Property Services as necessary.

The SAMO's role is very important but this guide is hoped to ensure the requirements are easy and simple to follow.

### Step 1 – Receiving the Register

The SAMO is the tenant.

And the person is responsible for the register, where it is located and that it is kept up to date.

The register contains a plan of the premises and a photographic schedule of where the asbestos is and what risk is associated.

The SAMO must make all employees aware of the locations and should let any contractors entering the building view the register before any work is started.

### Step 2 – Periodic Inspections

The SAMO must look at the locations photographed and compare the asbestos now to when the photograph was taken and complete the checklist attached (Form 2).

The checklists are to be completed periodically in accordance with the schedule attached.

Should the SAMO come across some asbestos which has been disturbed, whether during refurbishment works or during the normal course of wear and tear, they should complete Form 4 as far as possible and contact Property Services for advice and remedial action.

In the meantime, they should ensure that access to the area containing the disturbed or damaged asbestos is prohibited until Property Services has made recommendations.

### Step 3 – Planned Work

All planned works that may disturb or danger any asbestos indicated, should be reported to Property Services using form 3 at least 21 days before the work is due to commence.

#### Step 4 – Contractors on Site

If a contractor arrives on site, the SAMO must:

- a. Make sure they read/view the register
- b. Get contractor to sign register to say he has read it (Form1).
- c. Get confirmation from the contractor that proposed works will not disturb any asbestos areas.
- d. If area is disturbed that was not identified in Register, advise Property Services immediately and complete Form 4.

#### Step 5 – Monitoring the Register

On completion of work get contractor to sign to say they didn't disturb any areas.

If alterations have occurred details should be forwarded to Property Services.

If you, as SAMO, are to leave your post, please notify your Departmental Co-ordinator to appoint another person and notify Property Services and the front of your register.

In the event of an exposure of asbestos, please refer to your site specific emergency procedures. However, as a minimum:

- Seal the area off completely. (Lock the area off if possible and post a notice on the door, "No access - Contact ..... " )
- If there is any air movement systems within the premises, shut it off.
- Contact the Asbestos Manager on 07557938966 immediately. Who will arrange for any remedial works / air monitoring.
- Start to complete the "Registration of Disturbances" form, which is in your register (Section 10 in the new style register).

Once the remedial works have been carried out and a clear air test certificate has been issued. Access to the area can be re-opened.

In the event that you are unable to contact the Asbestos Manager, please contact the Civic Centre on 520 5555 and ask for assistance from a building surveyor. Out of hours ring the City Alarm and Emergency Control room on 553 1999.

Central Safety can be contacted on 561 2311.

**In the event of a fire (or drill), the asbestos register must be taken outside to show the emergency services.**

## Commonly Asked Questions.

- **How often should SAMO's undertake inspections of asbestos containing materials?**  
The Asbestos Manager will inform the SAMO of how often the inspections should be undertaken.
- **What should a SAMO do if the asbestos containing materials are disturbed or damaged?**  
The SAMO should prohibit access to the areas until the Asbestos Manager in Property Services has been contacted and given recommendations.
- **Can employees put up decorations onto asbestos containing materials?**  
No decorations should be attached to asbestos containing materials. However, it is understood that some decoration is already attached to asbestos containing materials and these should be left in place.
- **Can a room with asbestos containing materials in the ceiling and wall be painted?**  
Yes, as long as the material is not rubbed or sanded down, as this may result in the release of asbestos fibres.
- **Why isn't all asbestos containing materials removed from buildings?**  
Because it is safer to leave asbestos containing materials in good condition in buildings. Removing the materials will result in a greater risk to health because of the consequential release of fibres.
- **When will asbestos containing material be removed from my building?**  
Asbestos containing materials will be removed if work involves the disturbance of the material e.g. during the refurbishment or dismantling of part of the building or structure.
- **What should a SAMO do if he/she has had no training in use of the register?**  
The SAMO should ring the Departmental Co-ordinator who will arrange training.

**Form 2**Inspection Schedule

Picture	Location	Risk	Inspection Frequency	Date of return
<b>Item 1</b>	<b>Close coupled pipework flange gasket (0/001/Gas meter house)</b>	<b>Very Low Risk</b>	<b>12 monthly</b>	<b>31/3/2027</b>
Item 2	No asbestos	Is present		
Item 3	No asbestos	Is present		
Item 4	No asbestos	Is present		
Item 5	No asbestos	Is present		
Item 6	No asbestos	Is present		
Item 7	No asbestos	Is present		
Item 8	No asbestos	Is present		
Item 9	No asbestos	Is present		
Item 10	No asbestos	Is present		
<b>Item 11</b>	<b>Fixed ceiling (0/18/Toilet)</b>	<b>Very Low Risk</b>	<b>12 monthly</b>	<b>31/3/2027</b>
Item 12	No asbestos	Is present		
Item 13	No asbestos	Is present		
<b>Item 14</b>	<b>Fixed ceiling (0/20a/Corridor)</b>	<b>Very Low Risk</b>	<b>12 monthly</b>	<b>31/3/2027</b>
Item 15	No asbestos	Is present		
Item 16	No asbestos	Is present		
Item 17	No asbestos	Is present		
Item 18	No asbestos	Is present		
Item 19	No asbestos	Is present		
Item 20	No asbestos	Is present		
Item 21	No asbestos	Is present		
<b>Item 22</b>	<b>Subfloor (0/023/Bar)</b>	<b>Very Low Risk</b>	<b>12 monthly</b>	<b>31/3/2027</b>
<b>Item 23</b>	<b>Sink pad (0/023/Bar)</b>	<b>Very Low Risk</b>	<b>12 monthly</b>	<b>31/3/2027</b>
Item 24	No asbestos	Is present		
<b>Item 25</b>	<b>Coating to underside of work tops (0/025/Kitchen)</b>	<b>Very Low Risk</b>	<b>12 monthly</b>	<b>31/3/2027</b>
Item 26	No asbestos	Is present		
<b>Item 27</b>	<b>Fixed ceiling (0/026/Kitchen Store)</b>	<b>Very Low Risk</b>	<b>12 monthly</b>	<b>31/3/2027</b>
<b>Item 28</b>	<b>Fixed ceiling (0/027/Kitchen</b>	<b>Very Low Risk</b>	<b>12 monthly</b>	<b>31/3/2027</b>

	<b>Store)</b>			
<b>Item 29</b>	<b>Fixed ceiling (0/028/Freezer Cupboard)</b>	<b>Very Low Risk</b>	<b>12 monthly</b>	<b>31/3/2027</b>
Item 30	Packers to boilers (0/030/Boiler Room)	Low Risk	6 monthly	Removed November 2021
Item 31	No asbestos	Is present		
Item 32	No asbestos	Is present		
Item 33	No asbestos	Is present		
Item 34	No asbestos	Is present		
Item 35	No asbestos	Is present		
Item 36	No asbestos	Is present		
Item 37	No asbestos	Is present		
Item 38	No asbestos	Is present		
Item 39	Gaskets to pipework flange (0/030/Boiler Room)	Very Low Risk		Removed November 2021
Item 40	No asbestos	Is present		
Item 41	No asbestos	Is present		
Item 42	No asbestos	Is present		
Item 43	No asbestos	Is present		
<b>Item 44</b>	<b>Remnant mastic to fire exit door (0/032/Workshop)</b>	<b>Very Low Risk</b>	<b>12 monthly</b>	<b>31/3/2027</b>
Item 45	No asbestos	Is present		
Item 46	No asbestos	Is present		
Item 47	No asbestos	Is present		
Item 48	No asbestos	Is present		
Item 49	No asbestos	Is present		
Item 50	No asbestos	Is present		
Item 51	No asbestos	Is present		
Item 52	No asbestos	Is present		
<b>Item 53</b>	<b>Pipework flange gaskets at expansion bellows (0/040/Corridor ceiling void)</b>	<b>Very Low Risk</b>	<b>12 monthly</b>	<b>Do not inspect</b>
Item 54	No asbestos	Is present		
Item 55	No asbestos	Is present		
Item 56	No asbestos	Is present		
Item 57	No asbestos	Is present		
Item 58	No asbestos	Is present		
<b>Item 59</b>	<b>Fixed ceiling (0/056/Cupboard)</b>	<b>Very Low Risk</b>	<b>12 monthly</b>	<b>31/3/2027</b>

Item 60	No asbestos	Is present		
<b>Item 61</b>	<b>Fixed ceiling (0/057/Cleaners cupboard)</b>	<b>Very Low Risk</b>	<b>12 monthly</b>	<b>31/3/2027</b>
Item 62	No asbestos	Is present		
Item 63	No asbestos	Is present		
Item 64	No asbestos	Is present		
Item 65	No asbestos	Is present		
Item 66	No asbestos	Is present		
Item 67	No asbestos	Is present		
Item 68	No asbestos	Is present		
<b>Item 69</b>	<b>Fixed ceiling (0/075/Craft room store)</b>	<b>Very Low Risk</b>	<b>12 monthly</b>	<b>31/3/2027</b>
<b>Item 70</b>	<b>Fixed ceiling (0/076/Craft room office)</b>	<b>Very Low Risk</b>	<b>12 monthly</b>	<b>31/3/2027</b>
Item 71	No asbestos	Is present		
Item 72	No asbestos	Is present		
Item 73	No asbestos	Is present		
Item 74	No asbestos	Is present		
Item 75	No asbestos	Is present		
Item 76	No asbestos	Is present		
Item 77	No asbestos	Is present		
Item 78	No asbestos	Is present		
Item 79	No asbestos	Is present		
Item 80	No asbestos	Is present		
Item 81	No asbestos	Is present		
Item 82	No asbestos	Is present		
Item 83	No asbestos	Is present		
Item 84	No asbestos	Is present		
Item 85	No asbestos	Is present		
<b>Item 86</b>	<b>Sealant to window and door frames (External)</b>	<b>Very Low Risk</b>	<b>12 monthly</b>	<b>31/3/2027</b>
Item 87	No asbestos	Is present		
Item 96	No asbestos	Is present		
Item 97	No asbestos	Is present		
Item 98	No asbestos	Is present		
Item 99	No asbestos	Is present		
Item 100	No asbestos	Is present		
Item 101	No asbestos	Is present		
Item 102	No asbestos	Is present		
<b>Item 103</b>	<b>Flash Guards (Electrical Switch Room G/002)</b>	<b>Low Risk</b>	<b>6 monthly</b>	<b>30/9/2026</b>

<i>Item 104</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 105</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 106</i>	<i>No asbestos</i>	<i>Is present</i>		
<b>Caretakers House</b>				
<b><i>Item 88</i></b>	<b><i>Ceiling (0/001/Porch)</i></b>	<b><i>Very Low Risk</i></b>	<b><i>12 monthly</i></b>	<b><i>31/3/2027</i></b>
<b><i>Item 89</i></b>	<b><i>Ceiling (0/002/Hallway)</i></b>	<b><i>Very Low Risk</i></b>	<b><i>12 monthly</i></b>	<b><i>31/3/2027</i></b>
<b><i>Item 90</i></b>	<b><i>Walls (0/002/Hallway)</i></b>	<b><i>Very Low Risk</i></b>	<b><i>12 monthly</i></b>	<b><i>31/3/2027</i></b>
<b><i>Item 91</i></b>	<b><i>Ceiling (0/005/Living Room)</i></b>	<b><i>Very Low Risk</i></b>	<b><i>12 monthly</i></b>	<b><i>31/3/2027</i></b>
<b><i>Item 92</i></b>	<b><i>Ceiling (1/001/Stairwell and Landing)</i></b>	<b><i>Very Low Risk</i></b>	<b><i>12 monthly</i></b>	<b><i>31/3/2027</i></b>
<b><i>Item 93</i></b>	<b><i>Walls (1/001/Stairwell and Landing)</i></b>	<b><i>Very Low Risk</i></b>	<b><i>12 monthly</i></b>	<b><i>31/3/2027</i></b>
<b><i>Item 94</i></b>	<b><i>Under cloaking to house and porch (External)</i></b>	<b><i>Very Low Risk</i></b>	<b><i>12 monthly</i></b>	<b><i>31/3/2027</i></b>
<b><i>Item 95</i></b>	<b><i>No asbestos</i></b>	<b><i>Is present</i></b>		



## Asbestos Form 2 - Periodic Return

Site/Premises/School	
Date of Inspection	
Inspection By (signature)	
Print Name	

***Inspect and advise condition of each individual item – failure to do so will result in periodic inspection returned and asked to complete again***

### Good Practice Guidance:

- Take photographs of ACMs for each inspection and store for future reference
- Compare previous photographs with current condition state to determine whether there has been any deterioration since the last inspection
- Replace missing/damaged asbestos labels/stickers
- Plant rooms
- Service risers and ducts
- Ceiling voids and underfloor voids
- Boiler rooms, meter cupboards, electrical risers

<u>Item no/Ref:</u>	<u>Condition</u>	<u>Action Required</u>	<u>Asbestos Sticker Displayed</u>	<u>Comments</u>
	Same/change	Yes/No	Yes/No	

### For Office Use Only

Actions Required	
Actions Completed	
Alterations to Register	