

Asbestos Management | Mirvac Minimum Requirements

1. Purpose & Scope

The purpose of this document is to eliminate or minimise the risk of exposure to asbestos or asbestos containing materials (ACM), so far as is reasonably practicable.

This document applies to all workplaces under the management or control of a Mirvac entity.

2. Minimum Requirements

Mirvac personnel and Service Providers must have processes in place to ensure compliance with:

- the Critical Controls (refer Section 3);
- relevant Forms (refer Section 4);
- all relevant Legislation, Codes of Practice and Standards (refer Section 7); and
- product guidelines for installation, use or maintenance from the Original Equipment Manufacturer.

3. Critical Controls

- **Acquisition:** When acquiring an asset and prior to purchase, retained asbestos on site must be identified by a qualified person, and an asbestos register and asbestos management plan completed. The asbestos register and asbestos management plan for asbestos containing materials (ACM) must be readily available to all inspection and maintenance people, tenants or other groups, and in place before commencement of works at the operation. The asbestos management plan must be reviewed and updated at least annually.
- **Labeling:** Each location of asbestos or ACM must be labelled (refer right).
- **Discovery of suspected ACM:** Any material which is suspected to contain asbestos, must be treated as asbestos containing until proven otherwise, by NATA certified test results.
- **Demolition:** Personnel responsible for managing demolition removal must ensure the following is performed (where applicable) prior to commencing work:
 - a survey to identify lead or other hazardous materials; and
 - notification of proposed demolition or asbestos removal work to the appropriate Regulatory Authority.

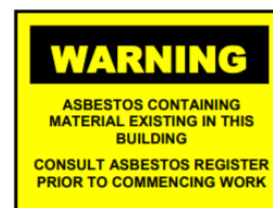
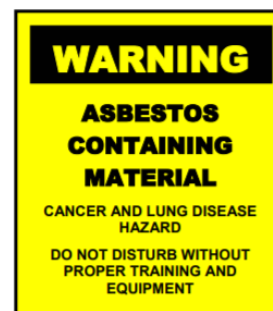
Records of disposal of prescribed waste, e.g. asbestos, must be retained at the workplace. This must include records detailing the quantity and confirmation of the disposal destination for prescribed waste.

Where a demolition contractor is appointed as a Principal Contractor the standard conditions for high risk work, outlined in the conditions of the contract, shall apply. Requirements must include the provision of an HSE Risk Management Plan specific to the works, which must address the requirements of the Asbestos Removal Plan as defined in the Code of Practice, as well as any other requirements. Emergency Procedures for an asbestos-related incident must be included in either the:

- Asbestos Management Plan; or
- Asbestos Removal Plan; or
- Service Providers JSEA/SWMS.

- **Removal:** Material confirmed to be ACM, and in poor condition, must be immediately removed from site by a licenced asbestos removalist in accordance with the *Code of Practice: How to Safely Remove Asbestos*. Upon completion of the asbestos removal works, the area must be inspected by an appropriately licenced and qualified independent person to provide a clearance certificate.

Where ACM has been damaged, the area must be secured (e.g. encapsulated) until a licensed contractor can safely remove the ACM. Materials which are in situ and in good condition (deemed low



risk of liberating respirable fibers) will be marked with a sticker to identify the location of asbestos and its condition monitored.

- **Exposure Monitoring:** Air quality monitoring must be completed by an appropriately qualified, independent person when any asbestos removal or handling work is being completed as per the Australian Standard.
- **Health Monitoring:** Any worker who is working with, exposed or potentially exposed to asbestos must be provided with appropriate health monitoring at a frequency determined by a qualified Occupational Health Physician. Where required by the State Regulator, for adverse results, reporting to the regulator is addressed in the Service Providers' procedures. A check that this is occurring must be a part of the Asbestos-related Service Provider on-boarding process.

4. Mirvac Forms

Checklists and Permits are to be completed and then authorised by Mirvac representative prior to work

[Risk & Opportunity Register \(Qualitative Health Risk Assessment\)](#) – to be used to assess actual or potential impact of occupational exposures at the workplace

5. Roles and Responsibilities

The Mirvac Workplace Manager of each workplace over which Mirvac has control is responsible to ensure workers at the site are aware of and adhere to the performance requirements of this document and responsible to ensure workers are equipped with adequate tools, training, competency and licensing to undertake the work.

6. Training and Competency

Minimum Training Requirements for Asbestos Management

Type of Activity	Required Training
Bonded Asbestos Removal >10sqm	Asbestos Removal License Class B (within jurisdiction)
Friable Asbestos Removal	Asbestos Removal License Class A (within jurisdiction)
Assessment of Asbestos in Soil	Licensed Asbestos Assessor (within jurisdiction) or Occupational Hygienist
Air Quality Monitoring	Licensed Asbestos Assessor (within jurisdiction) or Occupational Hygienist
Provision of Clearance Certificate	Independent Licensed Asbestos Assessor (within jurisdiction)
Mirvac and Service Provider personnel working around ACM	Occupational Exposures Training Course (Mirvac Internal)

7. Relevant Legislation, Codes of Practice and Standards

Document Title	
NSW:	Work Health and Safety Act 2011 (NSW) Work Health and Safety Regulation 2017 (NSW) Chapter 8 Asbestos Electricity Supply (Safety and Network Management) Regulation 2014 (NSW)
Vic:	Occupational Health and Safety Act 2004 (Vic) Occupational Health and Safety Regulations 2017 (Vic) Part 4.4 Asbestos
Qld:	Work Health and Safety Act 2011 (Qld) Work Health and Safety Regulation 2011 (Qld) Chapter 8 Asbestos
ACT:	Work Health and Safety Act 2011 (ACT)

Work Health and Safety Regulation 2011 (ACT) Chapter 8 Asbestos
Dangerous Substances Act 2004 (ACT)
Dangerous Substances (General) Regulation 2004.
WA: Occupational Safety and Health Act 1984 (WA)
Occupational Safety and Health Regulations 1996 (WA) Part 5 Hazardous Substances, Division 4 Subdivision 1– Asbestos
Safe Work Australia - Code of Practice for the Management and Control of Asbestos in Workplaces [NOHSC]
Safe Work Australia - Safe Removal of Asbestos 2nd Edition [NOHSC]
Safe Work Australia - NOHSC- Code of practice for the management and control of Asbestos in workplaces
Safe Work Australia - Work Health and Safety (How to Safely Remove Asbestos) Code of Practice
Safe Work Australia - Work Health and Safety (How to Manage and Control Asbestos in the Workplace) Code of Practice
Asbestos – Guidance Note on the membrane filter method for estimating asbestos dust [NOHSC:3003]
Safe Work NSW - How to manage and control asbestos in the workplace: Code of Practice
Safe Work NSW - How to safely remove asbestos: Code of Practice
Work Safe Qld - How to manage and control asbestos in the workplace - Code of Practice
Work Safe Qld – How to safely remove asbestos Code of practice
Work Safe Vic – Asbestos Contaminated Soil – Guidance Note 2010
Work Safe Vic – Managing Asbestos in Workplaces - Compliance Code
Work Safe Vic – Removing asbestos in workplaces - Compliance Code
Work Safe Vic – Asbestos Contaminated Soil – Guidance Note
Australian Standard 4964 <i>Method for the qualitative identification of asbestos in bulk samples</i>

8. Additional Information

[Occupational Exposure MMR](#)

9. Hierarchy of Controls Triangle – Asbestos Management

