



Asbestos

Health and Safety Checklist

Asbestos Management Checklist

This checklist can be used to help you progress through a practical process when identifying and controlling asbestos:

Are you responsible for the premises and/or grounds?

Are you responsible for maintenance or repair?

If you have answered yes to either of the questions above, then you have a responsibility for controlling and monitoring any asbestos in your estate.

Y	N

Was the building constructed before 2000? *(post 2000 all asbestos containing material was banned).*

Are you on a brownfield site or do you use old equipment?

What information do you already have? Does this indicate the presence of asbestos?

Building plans, previous asbestos surveys, Machinery/Equipment operating & maintenance manuals any other relevant documents that may indicate the presence of asbestos.

Inspect your buildings and grounds to identified anything that could possibly be asbestos, do you have any:

Corrugated roofing, tiles, 'slates', soffits, gutters, downpipes, walls, and panels

Insulation under the roof, on beams and stanchions.

Boards and panels, and any insulation between these.

Insulation around pipes, on a heaters, boilers, calorifiers, inside storage heaters.

Decorative coatings on walls or ceilings.

Insulation around windows.

Water cisterns.

Flues, wastewater pipes.

Floor tiles.

Other potential or suspect areas containing asbestos? *If in doubt, seek professional advice.*

Now create an asbestos register to list the type and location asbestos that is present.

If your responses above indicate the presence of asbestos, then you will need to:

1. Decide how to deal with the different types of asbestos. Use the HSE online Asbestos Essentials tool on how to treat the different types of asbestos, e.g., sprayed asbestos, asbestos cement etc. *(The online tool can be found [here](#).)*
2. Write your asbestos management plan. The plan brings together your asbestos register, prioritises your plans of work and schedule. (A comprehensive guide can be found [here](#)).
3. Testing for asbestos. If work is required, you need to test for asbestos first. You may need a professional for this
4. Tell people what you are doing. You need to tell members, employees, contractors, maintenance workers and others about your findings.
5. Getting work done. Does the work need a licensed contractor? (A useful guide can be found [here](#)).
6. Keep your records up to date. If any work is done on asbestos, your records will need updating and you need regular checks on the state of the asbestos.