Asbestos Management Policy

Section 1 - Purpose and Objectives

(1) This Policy addresses the University's legal obligation under the Work Health and Safety Act 2011, as it relates specifically to the presence of asbestos on University owned or leased property.

Section 2 - Definitions, Terms, Acronyms

Term	Definition
ACM	Asbestos Containing Material

Section 3 - Policy Scope/Coverage

(2) This Policy applies to all staff, contractors, students and visitors.

Section 4 - Policy Statement

(3) To implement the principles of this Policy, the University has an Asbestos Management Plan endorsed by the OH&S Council. The Asbestos Management Plan is a working document designed to effectively manage and minimise asbestos-related health risks to people working on or visiting University sites. The Plan is to be read in conjunction with existing asbestos survey reports and asbestos register prepared for University owned or leased property. All asbestos products and materials are classified as ACM - Asbestos containing materials.

(4) The objectives of the plan specifically are to:

a. Comply with state and commonwealth legislative requirements;
b. Remove ‘asbestos containing material’ when and where possible; and
c. Reduce the number of buildings containing asbestos.

Section 5 - Principles of Asbestos Management

(5) The principles of asbestos management at The University of Queensland are summarised below:

a. The ultimate goal is for The University of Queensland to be free of asbestos containing materials.
b. Consideration must be given by the Director, Property and Facilities Division to the removal of ACM during any renovations, refurbishments or maintenance work in preference to other control measures such as encapsulation, enclosure and sealing.
c. Reasonable steps must be taken to label all high risk ACM. Where ACM are identified or presumed, the locations are to be recorded in a register.
d. A risk assessment must be performed on all identified or presumed ACM.

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e. Control measures must be established to prevent exposure to airborne asbestos fibres and should take into account the results of risk assessments conducted for the identified or presumed ACM.
f. Only qualified and competent persons must undertake the identification and risk assessment of ACM.
g. All workers and contractors on premises where ACM are present or presumed to be present, and all other persons who may be exposed to ACM as a result of being on the premises, must be provided with full information on the occupational health and safety consequences of exposure to asbestos and appropriate control measures. The provision of this information must be recorded appropriately.
h. Reasonable steps must be taken to identify all possible locations of ACM within The University of Queensland.

Section 6 - Responsibilities for Asbestos Management

The University

(6) The University is responsible for the management of in situ asbestos on all sites according to legislative requirements.

Property and Facilities Division

(7) The Property and Facilities Division (P&F) is responsible for organising asbestos removal work as per the code of practice for asbestos removal. P&F have a responsibility to perform asbestos identification surveys, perform risk assessments and implement controls to minimise and prevent exposure to asbestos. P&F are responsible for managing and updating the ACM register.

Heads of Organisational Units

(8) Heads of Organisational Units are responsible for recognising situations where the Asbestos Management Plan applies, obtaining the asbestos survey report for their area and making this information available to their staff, as well as ensuring that their staff do not disturb asbestos containing materials.

Supervisors

(9) Supervisors are responsible for ensuring that individuals under their supervision have been educated regarding this Policy, that they understand the risk to health involved, and that they comply with their responsibilities. Supervisors are responsible for advising their Head of Organisational Unit of difficulties in achieving compliance.

Associate Director, Occupational Health and Safety

(10) The Associate Director, Occupational Health and Safety is responsible for coordinating and ensuring University wide compliance with the Asbestos Management Plan, and provide training to those who may be affected by the presence or removal of asbestos.

Individuals

(11) Individuals (students, staff and visitors) must not disturb any asbestos containing material. All individuals have a responsibility to report asbestos-related hazards to their supervisor using a hazard report form. All individuals have an obligation to protect themselves and others in the workplace.

Contractors and Sub-contractors

(12) Contractors and sub-contractors must comply with this Policy and the Asbestos Management Plan, relevant legislation including codes of practice and not place any person at risk of exposure to asbestos.

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Status and Details

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Enquiries Contact	Property and Facilities Division

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