

Foreward

ASBESTOS SURVEY REPORT FOR POUNDLAND, HIGH STREET WEST, SUNDERLAND, SR1 3AA.

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

**Poundland, High Street West, Sunderland,
SR1 3BN**



UPRN: - J127330

TF Ref:

Location of register:-

Premises Manager / Samo: - Tenant

Date: 03 February 2026

Contact Numbers List: -

Caroline Bage Asbestos Manager – 07557 938966

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Plan of Building and Samples Location

Item No.	Sample Ref.	Area Sampled	Location Name	Inspection Frequency
1	OU003276	Insulating boards Walls	019 Stairwell 1/001	Medium Risk
2	OU003277	Composite stair nosing	019 Stairwell 1/001	No Risk
3	OU003278	Composite stair nosing	019 Stairwell 1/001	No Risk
4	OU003279	Putty around glass in windows	019 Stairwell 1/001	No Risk
5	Presumed	Flash guards electrical services	020 Switch Room 1/002	Low Risk
6	OU003280	Insulating board ceiling	021 Sales Area 1/003	No Risk
7	OU003280	Insulating board walls	021 Sales Area 1/003	Medium Risk
8	OU003282	Insulating board ceiling	021 Sales Area 1/003	No Risk
9	OU003283	Insulating board ceiling	021 Sales Area 1/003	No Risk
10	OU003284	Insulating board ceiling	021 Sales Area 1/003	No Risk
11	OU003290	Insulating board ceiling	021 Sales Area 1/003	No Risk
12	OU003285	Insulating board ceiling	021 Sales Area 1/003	No Risk
13	OU003281	Insulating board ceiling	021 Sales Area 1/003	Medium Risk
14	OU003282	Insulating board ceiling	021 Sales Area 1/003	Low Risk
15	OU003283	Insulating board ceiling	021 Sales Area 1/003	Low Risk
16	OU003294	Insulating board ceiling	021 Sales Area 1/003	No Risk
17	OU003286	Insulating board ceiling	021 Sales Area 1/003	Low Risk
18	OU003287	Insulating board ceiling	021 Sales Area 1/003	Low Risk
19	OU003288	Insulating board ceiling	021 Sales Area 1/003	Low Risk
20	OU003289	Insulating board ceiling	021 Sales Area 1/003	No Risk
21	OU003295	Insulating board suspended ceiling	040 Baby changing room 1/004	No Risk
22	OU003296	Insulating board ceiling tiles	035 Café 1/005	No Risk
23	As OU003279	Putty sealant windows	035 Café 1/005	No Risk
24	Presumed	Flash guards isolator switch boxes	Kitchen 1/006	Very Low Risk
25	OU003298	Insulating board infill panels	Kitchen 1/006	No Risk
26	As	Putty around glass in	Kitchen 1/006	No Risk

	OU003279	windows		
27	OU003299	Insulating board ceiling	Café Stairwell 1/007	No Risk
28	A OU003278	Composite floor	Café Stairwell 1/007	No Risk
29	OU003300	Insulating board boxing	Café Stairwell 1/007	No Risk
30	OU003301	Insulating board ceiling tiles	Café Stairwell 1/007	No Risk
31	As OU003301	Insulating board door header	Café Stairwell 1/007	No Risk
32	OU003302	Insulating board infill panels	Café Stairwell 1/007	No Risk
33	Presumed	Flash guards electrical services	Electrical cupboard 1/008	Very Low Risk
34	OU003303	Insulating board ceiling tiles	033 Stairwell 1/009	Medium Risk
35	OU003304	Composite banister cover	033 Stairwell 1/009	No Risk
36	OU003305	Tiles on stairs	033 Stairwell 1/009	Low Risk
37	OU003306	Composite stair nosing	033 Stairwell 1/009	Low Risk
38	OU003307	Insulating board within fire doors	033 Stairwell 1/009	Low Risk
39	As OU003279	Putty around glass in windows	033 Stairwell 1/009	No Risk
40	OU003308	Insulating board ceiling tiles	Female WC 1/013	Medium Risk
41	OU003309	Cement Pipework	Female WC 1/013	Low Risk
42	As OU003279	Putty around glass in windows	Female WC 1/013	No Risk
43	As OU003308	Insulating board debris on suspended ceiling tiles	Female WC 1/013	Medium Risk
44	As OU003308	Insulating board debris on floor	Female WC 1/013	Medium Risk
45	OU003310	Insulating board ceiling tiles	Male WC 1/014	Medium Risk
46	As OU003310	Insulating board debris on suspended ceiling tiles	Male WC 1/014	Medium Risk
47	As OU003310	Insulating board debris on floor	Male WC 1/014	Medium Risk
48	As OU003310	Insulating board ceiling tiles	Hallway 1/016	Medium Risk
49	As OU003310	Insulating board ceiling tiles	Hallway cupboard 1/017	Medium Risk
50	Presumed	Flash guards electrical services	Electric cupboard 2 1/018	Very Low Risk
51	As OU003278	Composite stair nosing	Stairwell 2/001	No Risk
52	As OU003279	Putty around glass in windows	Stairwell 2/001	No Risk
53	OU003312	Insulating board within fire door	042 Store 2/002	Low Risk
54	OU003313	Insulating board	042 Store 2/002	Medium Risk

		debris on floor		
55	OU003314	Tiles floor	042 Store 2/002	Low Risk
56	OU003314	Insulating board within fire door	041 Store 2/003	No Risk
57	OU003315	Insulating board debris on floor	041 Store 2/003	No Risk
58	As OU003316	Tiles floor	041 Store 2/003	Low Risk
59	OU003317	Insulating board infill panel	043/043a Stock Room 2/004	No Risk
60	OU003318	Insulating board shelf	043/043a Stock Room 2/004	No Risk
61	OU003319	Insulating board infill panel	043/043a Stock Room 2/004	No Risk
62	OU003320	Insulating board boxing to ceiling	043/043a Stock Room 2/004	Low Risk
63	OU003321	Cement infill panel	043/043a Stock Room 2/004	Low Risk
64	OU003322	Cement infill panel	043/043a Stock Room 2/004	Low Risk
65	OU003323	Insulation debris to wall	043/043a Stock Room 2/004	No Risk
66	OU003324	Insulation debris to pipework	043/043a Stock Room 2/004	No Risk
67	As OU003279	Putty around glass in windows	043/043a Stock Room 2/004	No Risk
68	OU003326	Cement infill panel	043/043a Stock Room 2/004	Low Risk
69	OU003327	Insulating board infill panel	043/043a Stock Room 2/004	Low Risk
70	OU003328	Cement infill panel	043/043a Stock Room 2/004	Low Risk
71	OU003329	Cement soil pipe	043/043a Stock Room 2/004	Low Risk
72	Presumed	Flash guards live electrical services	043/043a Stock Room 2/004	Very Low Risk
73	OU003330	Tiles 12 inch blue tiles	043/043a Stock Room 2/004	Low Risk
74	OU003331	Tiles 12 inch green tiles	043/043a Stock Room 2/004	Low Risk
75	OU003332	Tiles 9 inch blue tiles	043/043a Stock Room 2/004	Low Risk
76	OU003333	Tiles 9 inch green tiles	043/043a Stock Room 2/004	Low Risk
77	OU003334	Tiles 12 inch grey tiles	043/043a Stock Room 2/004	Low Risk
78	OU003335	Tiles beneath 12 inch blue tiles	043/043a Stock Room 2/004	Low Risk
79	OU003336	Tiles beneath 12 inch speckle green	043/043a Stock Room 2/004	Low Risk
80	OU003337	Tiles 9 inch light brown tiles	043/043a Stock Room 2/004	Low Risk
81	OU003338	Tiles 12 inch red tiles	043/043a Stock Room 2/004	Low Risk
82	OU003339	Tiles 12 inch beige tiles	043/043a Stock Room 2/004	Low Risk

83	OU003340	Tiles 12 inch black tiles	043/043a Stock Room 2/004	Low Risk
84	OU003341	Tiles 9 inch black tiles	043/043a Stock Room 2/004	Low Risk
85	OU003342	Tiles 12 inch light blue tiles	043/043a Stock Room 2/004	Low Risk
86	OU003343	Tiles 12 inch white tiles	043/043a Stock Room 2/004	Low Risk
87	OU003344	Cement within wall void	043/043a Stock Room 2/004	Low Risk
88	OU003345	Insulating board infill panels	044 pump room 2/007	Low Risk
89	OU003346	Gasket pipework	044 pump room 2/007	No Risk
90	As OU003330	Tiles 12 inch blue tiles	043b 2/008	Low Risk
91	OU003347	Tiles debris floor	45 2/009	Medium Risk
92	OU003348	Bitumen residual adhesive to floor	45 2/009	Low Risk
93	OU003349	Cement infill panel	045 Corridor 2/009	Low Risk
94	As OU003279	Putty around glass in windows	045 Corridor 2/009	No Risk
95	As OU003348	Bitumen residual adhesive to floor	47 Office 2/010	Low Risk
96	As OU003279	Putty around glass in windows	47 Office 2/010	No Risk
97	As OU003348	Bitumen residual adhesive to floor	46 Office 2/011	Low Risk
98	Presumed	Flash guards live electrical services	46 Office 2/011	Very Low Risk
99	OU003350	Tiles floor	049 Stairwell 2/012	Low Risk
100	As OU003306	Composite stair nosing	049 Stairwell 2/012	Low Risk
101	As OU003350	Tiles riser and tread on stairs	049 Stairwell 2/012	Low Risk
102	OU003351	Insulating board ceiling tiles	049 Stairwell 2/012	Medium Risk
103	OU003352	Insulating board within fire door	049 Stairwell 2/012	Low Risk
104	As OU003348	Bitumen floor	048 Store 2/013	Low Risk
105	As OU003347	Tiles debris around edges of floor	048 Store 2/013	Low Risk
106	OU003353	Insulating board ceiling tiles	048 Store 2/013	Low Risk
107	OU003354	Insulating board debris above suspended ceiling tiles on timber frame	050 Landing 3/001	Medium Risk
108	As OU003278	Composite stair nosing	050 Landing 3/001	No Risk
109	OU003355	Insulating board ceiling tiles	050 Landing 3/001	Low Risk
110	OU003356	Debris on floor	050 Landing 3/001	Medium Risk
111	As OU003279	Putty around glass in windows	050 Landing 3/001	No Risk
112	OU003357	Bitumen floor	051 Stock Room	Low Risk

			3/004	
113	OU003358	Tile debris floor	051 Stock Room 3/004	Low Risk
114	OU003359	Tiles 9 inch light blue tiles	051 Stock Room 3/004	Low Risk
115	OU003361	Tiles 12 inch white tiles	051 Stock Room 3/004	Low Risk
116	OU003360	Tiles 9 inch white tiles	051 Stock Room 3/004	Low Risk
117	OU003370	Tiles 12 inch beige tiles	051 Stock Room 3/004	No Risk
118	OU003362	Vinyl floor	051 Stock Room 3/004	No Risk
119	As OU003279	Putty around glass in windows	051 Stock Room 3/004	No Risk
120	Presumed	Flash guards electrical services	051 Stock Room 3/004	Very Low Risk
121	OU003363	Insulating board within fire door	052 corridor 3/006	Medium Risk
122	As OU003359	Tiles 9 inch light blue tiles	052 corridor 3/006	Low Risk
123	As OU003279	Putty around glass in windows	052 corridor 3/006	No Risk
124	Presumed	Flash guards electrical services	052 corridor 3/006	Very Low Risk
125	As OU003363	Insulating board within fire door	052 corridor 3/006	Low Risk
126	As OU003359	Tiles 9 inch light blue tiles	053 3/007	Low Risk
127	As OU003360	Tiles 9 inch white tiles	053 3/007	Low Risk
128	OU003364	Gaskets beneath tap covers	Kitchen 3/009	No Risk
129	OU003365	Insulating board infill panel to metal heating duct	Kitchen 3/009	No Risk
130	Presumed	Flash guards electrical services	Lift motor room 3/011	Very Low Risk
131	OU003366	Tile debris behind metal units	077 Prep Room 3/012	Low Risk
132	OU003367	Insulating board inner wall layer to metal unit	077 Prep Room 3/012	Medium Risk
133	OU003368	Bitumen sink pad	077 Prep Room 3/012	No Risk
134	As OU003279	Putty around glass in windows	074 Staff Room 3/013	No Risk
135	OU003369	Tiles beneath modern carpet tiles	074 Staff Room 3/013	Low Risk
136	As OU003279	Putty around glass in windows	Male and Female Cloakroom	No Risk
137	OU003371	Tiles floor	075 Fire exit 3/015	Low Risk
138	Presumed	Flash guards electrical services	075 Fire exit 3/015	Very Low Risk
139	OU003372	Insulation fire proofing to steel beam	073 Office 3/016	No Risk

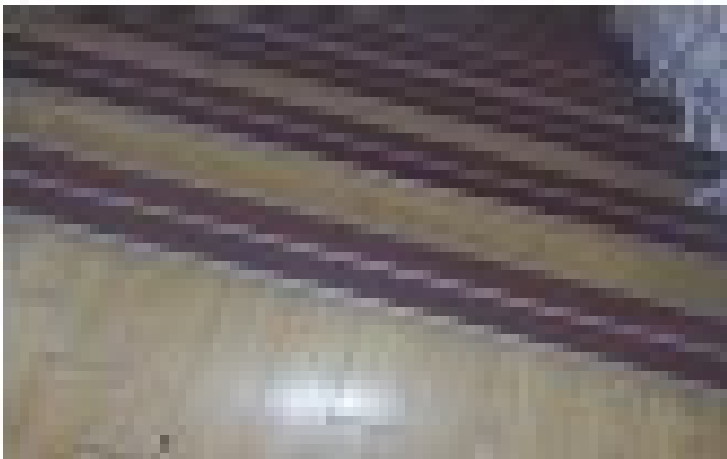

140	OU003372	Insulation fire proofing debris on floor	073 Office 3/016	No Risk
141	As OU003279	Putty windows	073 Office 3/016	No Risk
142	As OU003279	Putty around glass in door	073 Office 3/016	No Risk
143	OU003378	Tiles beneath carpet tiles	073 Office 3/016	Low Risk
144	OU003373	Tiles beneath carpet tiles	069 Office 3/018	Low Risk
145	OU003374	Composite desk top cover	069 Office 3/018	No Risk
146	As OU003279	Putty around glass in windows	069 Office 3/018	No Risk
147	OU003375	Tiles floor	080 Lobby 3/019	Low Risk
148	OU003376	Insulating board fire door	080 Lobby 3/019	Low Risk
149	OU003377	Flash guards electrical services	071 Cloak Room 3/020	Very Low Risk
150	OU003379	Insulating board wall	Male WC 3/021	No Risk
151	OU003380	String Pipework	Male WC 3/021	No Risk
152	As OU003279	Putty around glass in windows	069a Office 3/025	No Risk
153	As OU003378	Tiles beneath carpet tiles	069a Office 3/025	Low Risk
154	OU003381	Tiles floor	096 Store 3/026	Low Risk
155	OU003382	Vinyl floor	096 Store 3/026	No Risk
156	OU003383	Composite stair nosing	064 Stairwell 3/027	Low Risk
157	OU003384	Tiles 9 inch blue tiles on floor and stairs	064 Stairwell 3/027	Low Risk
158	OU003385	Tiles 12 inch blue tiles	064 Stairwell 3/027	Low Risk
159	OU003386	Insulating board fire doors	064 Stairwell 3/027	Low Risk
160	OU003387	Tiles red tiles on floor	Store 3/028	No Risk
161	OU003388	Tiles blue tiles on floor	Store 3/028	No Risk
162	As OU003279	Putty around glass in windows	Store 3/028	No Risk
163	OU003389	Flash guards electrical services	Electrical cupboard 3/029	Low Risk
164	OU003390	Tiles floor	Electrical cupboard 3/029	Medium Risk
165	OU003391	Tiles floor	057 3/030	Low Risk
166	OU003392	Tiles Stairs	081 Stairwell 4/001	Low Risk
167	OU003393	Composite stair nosing	081 Stairwell 4/001	Low Risk
168	As OU003279	Putty around glass in windows	081 Stairwell 4/001	No Risk
169	Presumed	Flash guards electrical services	081 Stairwell 4/001	Very Low Risk
170	OU003394	Thermal insulation pipework	084 Plant Room 4/001	Medium Risk

171	OU003395	Thermal insulation pipework	084 Plant Room 4/001	Medium Risk
172	OU003396	Thermal insulation pipework	084 Plant Room 4/001	High Risk
173	OU003397	Putty around glass in lights	084 Plant Room 4/001	Low Risk
174	OU003398	Rope seal to metal heating ducting	084 Plant Room 4/001	Low Risk
175	OU003399	Fibreboard infill panel to wall	084 Plant Room 4/001	No Risk
176	Presumed	Flash guards electrical services	084 Plant Room 4/001	Very Low Risk
177	As OU003396	Thermal insulation pipework	086 Lobby 4/003	Medium Risk
178	As OU003395	Thermal insulation pipework	086 Lobby 4/003	Medium Risk
179	As OU003394	Thermal insulation pipework	086 Lobby 4/003	Medium Risk
180	OU003401	Millboard within fire door	086 Lobby 4/00 3	Low Risk
181	OU003405	Insulating board High level boxing	087 Boiler Room 4/004	Low Risk
182	OU003402	Gasket Pipework	087 Boiler Room 4/004	Low Risk
183	OU003403	Insulating board floor	087 Boiler Room 4/004	Medium Risk
184	Presumed	Flash guards electrical services	087 Boiler Room 4/004	Very Low Risk
185	OU003404	Thermal pipework insulation	087 Boiler Room 4/004	Medium Risk
186	OU003406	Insulation High level	087 Boiler Room 4/004	No Risk
187	As OU003406	Insulation debris on floor	087 Boiler Room 4/004	No Risk
188	OU003407	Millboard fire doors	087 Boiler Room 4/004	Medium Risk
189	As OU003398	Rope seal to metal heating ducting	087 Boiler Room 4/004	Low Risk
190	OU003408	Thermal pipework insulation	089 Water Tank Room 4/005	Medium Risk
191	Presumed	Flash guards electrical services	089 Water Tank Room 4/005	Very Low Risk
192	As OU003407	Millboard fire doors	089 Water Tank Room 4/005	Medium Risk
193	As OU003383	Composite Stair nosing	088 Stairwell 4/007	Low Risk
194	As OU003384	Tiles 9 inch blue tiles on floor and stairs	088 Stairwell 4/007	Medium Risk
195	Presumed	Flash guards electrical services	093 Lift motor room 4/008	Very Low Risk
196	OU003440	Putty frame sealant around metal framed windows	External E/001	Very Low Risk
197	Presumed	Quarry tiles – third floor roof	External E/001	Low Risk

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.

**Sunderland
City Council**

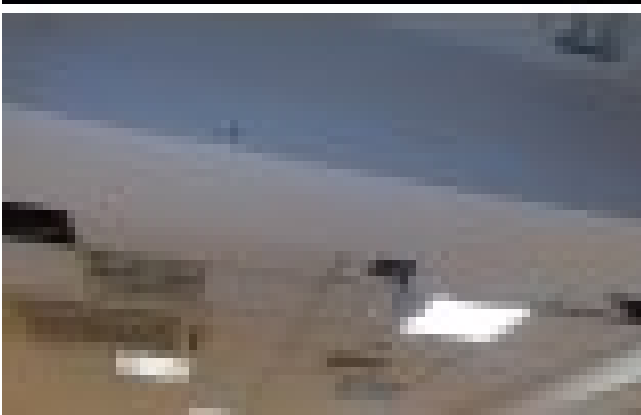


Photographs of Areas Sampled

1	OU003276	Insulating boards Walls	019 Stairwell 1/001	Medium Risk
				
2	OU003277	Composite stair nosing	019 Stairwell 1/001	No Risk
				
3	OU003278	Composite stair nosing	019 Stairwell 1/001	No Risk
				




Photographs of Areas Sampled

4	OU003279	Putty around glass in windows	019 Stairwell 1/001	No Risk
				
5	Presumed	Flash guards electrical services	020 Switch Room 1/002	Low Risk
				
6	OU003280	Insulating board ceiling	021 Sales Area 1/003	No Risk
				

Photographs of Areas Sampled

7	OU003280	Insulating board walls	021 Sales Area 1/003	Medium Risk
				
8	OU003282	Insulating board ceiling	021 Sales Area 1/003	No Risk
				
9	OU003283	Insulating board ceiling	021 Sales Area 1/003	No Risk
				

Photographs of Areas Sampled

10	OU003284	Insulating board ceiling	021 Sales Area 1/003	No Risk
				
11	OU003290	Insulating board ceiling	021 Sales Area 1/003	No Risk
				
12	OU003285	Insulating board ceiling	021 Sales Area 1/003	No Risk
				

Photographs of Areas Sampled

13	OU003281	Insulating board ceiling	021 Sales Area 1/003	Medium Risk
				
14	OU003282	Insulating board ceiling	021 Sales Area 1/003	Low Risk
				
15	OU003283	Insulating board ceiling	021 Sales Area 1/003	Low Risk
				

Photographs of Areas Sampled

16	OU003294	Insulating board ceiling	021 Sales Area 1/003	No Risk
				
17	OU003286	Insulating board ceiling	021 Sales Area 1/003	Low Risk
				
18	OU003287	Insulating board ceiling	021 Sales Area 1/003	Low Risk
				

Photographs of Areas Sampled

19	OU003288	Insulating board ceiling	021 Sales Area 1/003	Low Risk
				
20	OU003289	Insulating board ceiling	021 Sales Area 1/003	No Risk
				
21	OU003295	Insulating board suspended ceiling	040 Baby changing room 1/004	No Risk
				

Photographs of Areas Sampled

22	OU003296	Insulating board ceiling tiles	035 Café 1/005	No Risk
				
23	As OU003279	Putty sealant windows	035 Café 1/005	No Risk
				
24	Presumed	Flash guards isolator switch boxes	Kitchen 1/006	Very Low Risk
				



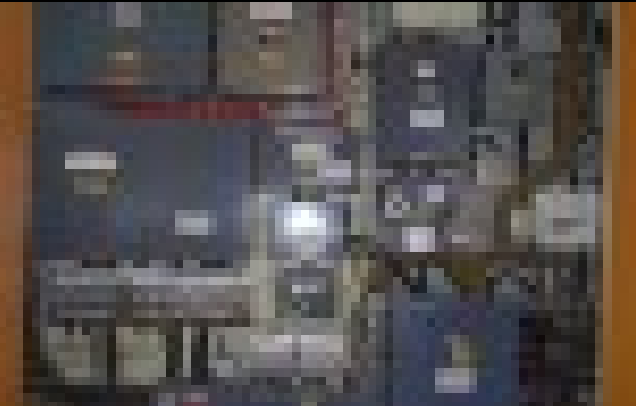
Photographs of Areas Sampled

25	OU003298	Insulating board infill panels	Kitchen 1/006	No Risk
				
26	As OU003279	Putty around glass in windows	Kitchen 1/006	No Risk
				
27	OU003299	Insulating board ceiling	Café Stairwell 1/007	No Risk
				

Photographs of Areas Sampled

28	As OU003278	Composite floor	Café Stairwell 1/007	No Risk
				
29	OU003300	Insulating board boxing	Café Stairwell 1/007	No Risk
				
30	OU003301	Insulating board ceiling tiles	Café Stairwell 1/007	No Risk
				

Photographs of Areas Sampled

31	As OU003301	Insulating board door header	Café Stairwell 1/007	No Risk
				
32	OU003302	Insulating board infill panels	Café Stairwell 1/007	No Risk
				
33	Presumed	Flash guards electrical services	Electrical cupboard 1/008	Very Low Risk
				



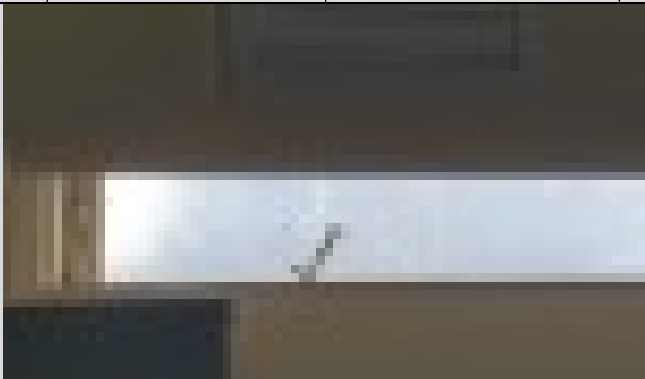
Photographs of Areas Sampled

34	OU003303	Insulating board ceiling tiles	033 Stairwell 1/009	Medium Risk
				
35	OU003304	Composite banister cover	033 Stairwell 1/009	No Risk
				
36	OU003305	Tiles on stairs	033 Stairwell 1/009	Low Risk
				

Photographs of Areas Sampled

37	OU003306	Composite stair nosing	033 Stairwell 1/009	Low Risk
				
38	OU003307	Insulating board within fire doors	033 Stairwell 1/009	Low Risk
				
39	As OU003279	Putty around glass in windows	033 Stairwell 1/009	No Risk
				

Photographs of Areas Sampled

40	OU003308	Insulating board ceiling tiles	Female WC 1/013	Medium Risk
				
41	OU003309	Cement Pipework	Female WC 1/013	Low Risk
				
42	As OU003279	Putty around glass in windows	Female WC 1/013	No Risk
				

Photographs of Areas Sampled

43	As OU003308	Insulating board debris on suspended ceiling tiles	Female WC 1/013	Medium Risk
				
44	As OU003308	Insulating board debris on floor	Female WC 1/013	Medium Risk
				
45	OU003310	Insulating board ceiling tiles	Male WC 1/014	Medium Risk
				

Photographs of Areas Sampled

46	As OU003310	Insulating board debris on suspended ceiling tiles	Male WC 1/014	Medium Risk
				
47	As OU003310	Insulating board debris on floor	Male WC 1/014	Medium Risk
				
48	As OU003310	Insulating board ceiling tiles	Hallway 1/016	Medium Risk
				

Photographs of Areas Sampled

49	As OU003310	Insulating board ceiling tiles	Hallway cupboard 1/017	Medium Risk
				
50	Presumed	Flash guards electrical services	Electric cupboard 2 1/018	Very Low Risk
				
51	As OU003278	Composite stair nosing	Stairwell 2/001	No Risk
				

Photographs of Areas Sampled

52	As OU003279	Putty around glass in windows	Stairwell 2/001	No Risk
				
53	OU003312	Insulating board within fire door	042 Store 2/002	Low Risk
				
54	OU003313	Insulating board debris on floor	042 Store 2/002	Medium Risk
				

Photographs of Areas Sampled

55	OU003314	Tiles floor	042 Store 2/002	Low Risk
				
56	OU003314	Insulating board within fire door	041 Store 2/003	No Risk
				
57	OU003315	Insulating board debris on floor	041 Store 2/003	No Risk
				

Photographs of Areas Sampled

58	As OU003316	Tiles floor	041 Store 2/003	Low Risk
				
59	OU003317	Insulating board infill panel	043/043a Stock Room 2/004	No Risk
				
60	OU003318	Insulating board shelf	043/043a Stock Room 2/004	No Risk
				


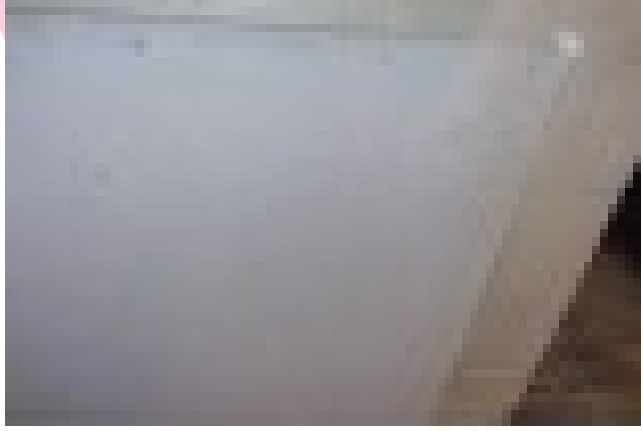
Photographs of Areas Sampled

61	OU003319	Insulating board infill panel	043/043a Stock Room 2/004	No Risk
				
62	OU003320	Insulating board boxing to ceiling	043/043a Stock Room 2/004	Low Risk
				
63	OU003321	Cement infill panel	043/043a Stock Room 2/004	Low Risk
				

Photographs of Areas Sampled

64	OU003322	Cement infill panel	043/043a Stock Room 2/004	Low Risk
				
65	OU003323	Insulation debris to wall	043/043a Stock Room 2/004	No Risk
				
66	OU003324	Insulation debris to pipework	043/043a Stock Room 2/004	No Risk
				

Photographs of Areas Sampled

67	As OU003279	Putty around glass in windows	043/043a Stock Room 2/004	No Risk
				
68	OU003326	Cement infill panel	043/043a Stock Room 2/004	Low Risk
				
69	OU003327	Insulating board infill panel	043/043a Stock Room 2/004	Low Risk
				

Photographs of Areas Sampled

70	OU003328	Cement infill panel	043/043a Stock Room 2/004	Low Risk
				
71	OU003329	Cement soil pipe	043/043a Stock Room 2/004	Low Risk
				
72	Presumed	Flash guards live electrical services	043/043a Stock Room 2/004	Very Low Risk
				

Photographs of Areas Sampled

73	OU003330	Tiles 12 inch blue tiles	043/043a Stock Room 2/004	Low Risk
				
74	OU003331	Tiles 12 inch green tiles	043/043a Stock Room 2/004	Low Risk
				
75	OU003332	Tiles 9 inch blue tiles	043/043a Stock Room 2/004	Low Risk
				

Photographs of Areas Sampled

76	OU003333	Tiles 9 inch green tiles	043/043a Stock Room 2/004	Low Risk
				
77	OU003334	Tiles 12 inch grey tiles	043/043a Stock Room 2/004	Low Risk
				
78	OU003335	Tiles beneath 12 inch blue tiles	043/043a Stock Room 2/004	Low Risk
				

Photographs of Areas Sampled

79	OU003336	Tiles beneath 12 inch speckle green	043/043a Stock Room 2/004	Low Risk
				
80	OU003337	Tiles 9 inch light brown tiles	043/043a Stock Room 2/004	Low Risk
				
81	OU003338	Tiles 12 inch red tiles	043/043a Stock Room 2/004	Low Risk
				

Photographs of Areas Sampled

82	OU003339	Tiles 12 inch beige tiles	043/043a Stock Room 2/004	Low Risk
				
83	OU003340	Tiles 12 inch black tiles	043/043a Stock Room 2/004	Low Risk
				
84	OU003341	Tiles 9 inch black tiles	043/043a Stock Room 2/004	Low Risk
				

Photographs of Areas Sampled

85	OU003342	Tiles 12 inch light blue tiles	043/043a Stock Room 2/004	Low Risk
				
86	OU003343	Tiles 12 inch white tiles	043/043a Stock Room 2/004	Low Risk
				
87	OU003344	Cement within wall void	043/043a Stock Room 2/004	Low Risk
				

Photographs of Areas Sampled

88	OU003345	Insulating board infill panels	044 pump room 2/007	Low Risk
				
89	OU003346	Gasket pipework	044 pump room 2/007	No Risk
				
90	As OU003330	Tiles 12 inch blue tiles	043b 2/008	Low Risk
				

Photographs of Areas Sampled

91	OU003347	Tiles debris floor	45 2/009	Medium Risk
				
92	OU003348	Bitumen residual adhesive to floor	45 2/009	Low Risk
				
93	OU003349	Cement infill panel	045 Corridor 2/009	Low Risk
				

Photographs of Areas Sampled

94	As OU003279	Putty around glass in windows	045 Corridor 2/009	No Risk
				
95	As OU003348	Bitumen residual adhesive to floor	47 Office 2/010	Low Risk
				
96	As OU003279	Putty around glass in windows	47 Office 2/010	No Risk
				

Photographs of Areas Sampled

97	As OU003348	Bitumen residual adhesive to floor	46 Office 2/011	Low Risk
				
98	Presumed	Flash guards live electrical services	46 Office 2/011	Very Low Risk
				
99	OU003350	Tiles floor	049 Stairwell 2/012	Low Risk
				

Photographs of Areas Sampled

100	As OU003306	Composite stair nosing	049 Stairwell 2/012	Low Risk
				
101	As OU003350	Tiles riser and tread on stairs	049 Stairwell 2/012	Low Risk
				
102	OU003351	Insulating board ceiling tiles	049 Stairwell 2/012	Medium Risk
				

Photographs of Areas Sampled

103	OU003352	Insulating board within fire door	049 Stairwell 2/012	Low Risk
				
104	As OU003348	Bitumen floor	048 Store 2/013	Low Risk
				
105	As OU003347	Tiles debris around edges of floor	048 Store 2/013	Low Risk
				

Photographs of Areas Sampled

106	OU003353	Insulating board ceiling tiles	048 Store 2/013	Low Risk
				
107	OU003354	Insulating board debris above suspended ceiling tiles on timber frame	050 Landing 3/001	Medium Risk
				
108	As OU003278	Composite stair nosing	050 Landing 3/001	No Risk
				

Photographs of Areas Sampled

109	OU003355	Insulating board ceiling tiles	050 Landing 3/001	Low Risk
				
110	OU003356	Debris on floor	050 Landing 3/001	Medium Risk
				
111	As OU003279	Putty around glass in windows	050 Landing 3/001	No Risk
				

Photographs of Areas Sampled

112	OU003357	Bitumen floor	051 Stock Room 3/004	Low Risk
				
113	OU003358	Tile debris floor	051 Stock Room 3/004	Low Risk
				
114	OU003359	Tiles 9 inch light blue tiles	051 Stock Room 3/004	Low Risk
				

Photographs of Areas Sampled

115	OU003361	Tiles 12 inch white tiles	051 Stock Room 3/004	Low Risk
				
116	OU003360	Tiles 9 inch white tiles	051 Stock Room 3/004	Low Risk
				
117	OU003370	Tiles 12 inch beige tiles	051 Stock Room 3/004	No Risk
				

Photographs of Areas Sampled

118	OU003362	Vinyl floor	051 Stock Room 3/004	No Risk
				
119	As OU003279	Putty around glass in windows	051 Stock Room 3/004	No Risk
				
120	Presumed	Flash guards electrical services	051 Stock Room 3/004	Very Low Risk
				

Photographs of Areas Sampled

121	OU003363	Insulating board within fire door	052 corridor 3/006	Medium Risk
				
122	As OU003359	Tiles 9 inch light blue tiles	052 corridor 3/006	Low Risk
				
123	As OU003279	Putty around glass in windows	052 corridor 3/006	No Risk
				

Photographs of Areas Sampled

124	Presumed	Flash guards electrical services	052 corridor 3/006	Very Low Risk
				
125	As OU003363	Insulating board within fire door	052 corridor 3/006	Low Risk
				
126	As OU003359	Tiles 9 inch light blue tiles	053 3/007	Low Risk
				

Photographs of Areas Sampled

127	As OU003360	Tiles 9 inch white tiles	053 3/007	Low Risk
				
128	OU003364	Gaskets beneath tap covers	Kitchen 3/009	No Risk
				
129	OU003365	Insulating board infill panel to metal heating duct	Kitchen 3/009	No Risk
				

Photographs of Areas Sampled

130	Presumed	Flash guards electrical services	Lift motor room 3/011	Very Low Risk
				
131	OU003366	Tile debris behind metal units	077 Prep Room 3/012	Low Risk
				
132	OU003367	Insulating board inner wall layer to metal unit	077 Prep Room 3/012	Medium Risk
				

Photographs of Areas Sampled

133	OU003368	Bitumen sink pad	077 Prep Room 3/012	No Risk
				
134	As OU003279	Putty around glass in windows	074 Staff Room 3/013	No Risk
				
135	OU003369	Tiles beneath modern carpet tiles	074 Staff Room 3/013	Low Risk
				

Photographs of Areas Sampled

136	As OU003279	Putty around glass in windows	Male and Female Cloakroom	No Risk
				
137	OU003371	Tiles floor	075 Fire exit 3/015	Low Risk
				
138	Presumed	Flash guards electrical services	075 Fire exit 3/015	Very Low Risk
				

Photographs of Areas Sampled

139	OU003372	Insulation fire proofing to steel beam	073 Office 3/016	No Risk
				
140	OU003372	Insulation fire proofing debris on floor	073 Office 3/016	No Risk
				
141	As OU003279	Putty windows	073 Office 3/016	No Risk
				

Photographs of Areas Sampled

142	As OU003279	Putty around glass in door	073 Office 3/016	No Risk
				
143	OU003378	Tiles beneath carpet tiles	073 Office 3/016	Low Risk
				
144	OU003373	Tiles beneath carpet tiles	069 Office 3/018	Low Risk
				

Photographs of Areas Sampled

145	OU003374	Composite desk top cover	069 Office 3/018	No Risk
				
146	As OU003279	Putty around glass in windows	069 Office 3/018	No Risk
				
147	OU003375	Tiles floor	080 Lobby 3/019	Low Risk
				

Photographs of Areas Sampled

148	OU003376	Insulating board fire door	080 Lobby 3/019	Low Risk
				
149	OU003377	Flash guards electrical services	071 Cloak Room 3/020	Very Low Risk
				
150	OU003379	Insulating board wall	Male WC 3/021	No Risk
				

Photographs of Areas Sampled

151	OU003380	String Pipework	Male WC 3/021	No Risk
				
152	As OU003279	Putty around glass in windows	069a Office 3/025	No Risk
				
153	As OU003378	Tiles beneath carpet tiles	069a Office 3/025	Low Risk
				

Photographs of Areas Sampled

154	OU003381	Tiles floor	096 Store 3/026	Low Risk
				
155	OU003382	Vinyl floor	096 Store 3/026	No Risk
				
156	OU003383	Composite stair nosing	064 Stairwell 3/027	Low Risk
				

Photographs of Areas Sampled

157	OU003384	Tiles 9 inch blue tiles on floor and stairs	064 Stairwell 3/027	Low Risk
				
158	OU003385	Tiles 12 inch blue tiles	064 Stairwell 3/027	Low Risk
				
159	OU003386	Insulating board fire doors	064 Stairwell 3/027	Low Risk
				

Photographs of Areas Sampled

160	OU003387	Tiles red tiles on floor	Store 3/028	No Risk
				
161	OU003388	Tiles blue tiles on floor	Store 3/028	No Risk
				
162	As OU003279	Putty around glass in windows	Store 3/028	No Risk
				

Photographs of Areas Sampled

163	OU003389	Flash guards electrical services	Electrical cupboard 3/029	Low Risk
				
164	OU003390	Tiles floor	Electrical cupboard 3/029	Medium Risk
				
165	OU003391	Tiles floor	057 3/030	Low Risk
				

Photographs of Areas Sampled

166	OU003392	Tiles Stairs	081 Stairwell 4/001	Low Risk
				
167	OU003393	Composite stair nosing	081 Stairwell 4/001	Low Risk
				
168	As OU003279	Putty around glass in windows	081 Stairwell 4/001	No Risk
				

Photographs of Areas Sampled

169	Presumed	Flash guards electrical services	081 Stairwell 4/001	Very Low Risk
				
170	OU003394	Thermal insulation pipework	084 Plant Room 4/001	Medium Risk
				
171	OU003395	Thermal insulation pipework	084 Plant Room 4/001	Medium Risk
				

Photographs of Areas Sampled

172	OU003396	Thermal insulation pipework	084 Plant Room 4/001	High Risk
				
173	OU003397	Putty around glass in lights	084 Plant Room 4/001	Low Risk
				
174	OU003398	Rope seal to metal heating ducting	084 Plant Room 4/001	Low Risk
				




Photographs of Areas Sampled

175	OU003399	Fibreboard infill panel to wall	084 Plant Room 4/001	No Risk
				
176	Presumed	Flash guards electrical services	084 Plant Room 4/001	Very Low Risk
				
177	As OU003396	Thermal insulation pipework	086 Lobby 4/003	Medium Risk
				

Photographs of Areas Sampled

178	As OU003395	Thermal insulation pipework	086 Lobby 4/003	Medium Risk
				
179	As OU003394	Thermal insulation pipework	086 Lobby 4/003	Medium Risk
				
180	OU003401	Millboard within fire door	086 Lobby 4/00 3	Low Risk
				

Photographs of Areas Sampled

181	OU003405	Insulating board High level boxing	087 Boiler Room 4/004	Low Risk
				
182	OU003402	Gasket Pipework	087 Boiler Room 4/004	Low Risk
				
183	OU003403	Insulating board floor	087 Boiler Room 4/004	Medium Risk
				

Photographs of Areas Sampled

184	Presumed	Flash guards electrical services	087 Boiler Room 4/004	Very Low Risk
				
185	OU003404	Thermal pipework insulation	087 Boiler Room 4/004	Medium Risk
				
186	OU003406	Insulation High level	087 Boiler Room 4/004	No Risk
				

Photographs of Areas Sampled

187	As OU003406	Insulation debris on floor	087 Boiler Room 4/004	No Risk
				
188	OU003407	Millboard fire doors	087 Boiler Room 4/004	Medium Risk
				
189	As OU003398	Rope seal to metal heating ducting	087 Boiler Room 4/004	Low Risk
				

Photographs of Areas Sampled

190	OU003408	Thermal pipework insulation	089 Water Tank Room 4/005	Medium Risk
				
191	Presumed	Flash guards electrical services	089 Water Tank Room 4/005	Very Low Risk
				
192	As OU003407	Millboard fire doors	089 Water Tank Room 4/005	Medium Risk
				

Photographs of Areas Sampled

193	As OU003383	Composite Stair nosing	088 Stairwell 4/007	Low Risk
				
194	As OU003384	Tiles 9 inch blue tiles on floor and stairs	088 Stairwell 4/007	Medium Risk
				
195	Presumed	Flash guards electrical services	093 Lift motor room 4/008	Very Low Risk
				

Photographs of Areas Sampled

196	OU003440	Putty frame sealant around metal framed windows	External E/001	Very Low Risk
				
197	Presumed	Quarry tiles – third floor roof	External E/01	Low Risk
				

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 07557 938966 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.

INSPECTION SCHEDULE

FORM 2

Item No.	Area Sampled	Location Name	Inspection Frequency	Date of Return	Condition Same/change	Action Required Y/N	Comments
1	Insulating boards Walls	019 Stairwell 1/001	Medium Risk	19/05/2026	Repair or remove		
2	Composite stair nosing	019 Stairwell 1/001	No Risk	N/A			
3	Composite stair nosing	019 Stairwell 1/001	No Risk	N/A			
4	Putty around glass in windows	019 Stairwell 1/001	No Risk	N/A			
5	Flash guards electrical services	020 Switch Room 1/002	Low Risk	19/08/2026			
6	Insulating board ceiling	021 Sales Area 1/003	No Risk	N/A			
7	Insulating board walls	021 Sales Area 1/003	Medium Risk	19/05/2026			
8	Insulating board ceiling	021 Sales Area 1/003	No Risk	N/A			
9	Insulating board ceiling	021 Sales Area 1/003	No Risk	N/A			
10	Insulating board ceiling	021 Sales Area 1/003	No Risk	N/A			
11	Insulating board ceiling	021 Sales Area 1/003	No Risk	N/A			
12	Insulating board ceiling	021 Sales Area 1/003	No Risk	N/A			
13	Insulating board ceiling	021 Sales Area 1/003	Medium Risk	19/05/2026	Repair or remove		
14	Insulating board ceiling	021 Sales Area 1/003	Low Risk	19/08/2026			
15	Insulating board ceiling	021 Sales Area 1/003	Low Risk	19/08/2026			
16	Insulating board	021 Sales Area 1/003	No Risk	N/A			

	ceiling						
17	Insulating board ceiling	021 Sales Area 1/003	Low Risk	19/08/2026			
18	Insulating board ceiling	021 Sales Area 1/003	Low Risk	19/08/2026			
19	Insulating board ceiling	021 Sales Area 1/003	Low Risk	19/08/2026			
20	Insulating board ceiling	021 Sales Area 1/003	No Risk	N/A			
21	Insulating board suspended ceiling	040 Baby changing room 1/004	No Risk	N/A			
22	Insulating board ceiling tiles	035 Café 1/005	No Risk	N/A			
23	Putty sealant windows	035 Café 1/005	No Risk	N/A			
24	Flash guards isolator switch boxes	Kitchen 1/006	Very Low Risk	19/11/2026			
25	Insulating board infill panels	Kitchen 1/006	No Risk	N/A			
26	Putty around glass in windows	Kitchen 1/006	No Risk	N/A			
27	Insulating board ceiling	Café Stairwell 1/007	No Risk	N/A			
28	Composite floor	Café Stairwell 1/007	No Risk	N/A			
29	Insulating board boxing	Café Stairwell 1/007	No Risk	N/A			
30	Insulating board ceiling tiles	Café Stairwell 1/007	No Risk	N/A			
31	Insulating board door header	Café Stairwell 1/007	No Risk	N/A			
32	Insulating board infill panels	Café Stairwell 1/007	No Risk	N/A			
33	Flash guards electrical services	Electrical cupboard 1/008	Very Low Risk	19/11/2026			
34	Insulating board	033 Stairwell 1/009	Medium Risk	19/05/2026	Repair or		

	ceiling tiles				remove		
35	Composite banister cover	033 Stairwell 1/009	No Risk	N/A			
36	Tiles on stairs	033 Stairwell 1/009	Low Risk	19/08/2026			
37	Composite stair nosing	033 Stairwell 1/009	Low Risk	19/08/2026			
38	Insulating board within fire doors	033 Stairwell 1/009	Low Risk	19/08/2026			
39	Putty around glass in windows	033 Stairwell 1/009	No Risk	N/A			
40	Insulating board ceiling tiles	Female WC 1/103	Medium Risk	19/05/2026	Repair or remove		
41	Cement Pipework	Female WC 1/103	Low Risk	19/08/2026			
42	Putty around glass in windows	Female WC 1/103	No Risk				
43	Insulating board debris on suspended ceiling tiles	Female WC 1/103	Medium Risk	19/05/2026	remove		
44	Insulating board debris on floor	Female WC 1/103	Medium Risk	19/05/2026	remove		
45	Insulating board ceiling tiles	Male WC 1/014	Medium Risk	19/05/2026	Repair or remove		
46	Insulating board debris on suspended ceiling tiles	Male WC 1/014	Medium Risk	19/05/2026	remove		
47	Insulating board debris on floor	Male WC 1/014	Medium Risk	19/05/2026	remove		
48	Insulating board ceiling tiles	Hallway 1/016	Medium Risk	19/05/2026	Repair or remove		
49	Insulating board ceiling tiles	Hallway cupboard 1/017	Medium Risk	19/05/2026	Repair or remove		
50	Flash guards electrical services	Electric cupboard 2 1/018	Very Low Risk	19/11/2026			
51	Composite stair	Stairwell 2/001	No Risk	N/A			

	nosing						
52	Putty around glass in windows	Stairwell 2/001	No Risk	N/A			
53	Insulating board within fire door	042 Store 2/002	Low Risk	19/08/2026			
54	Insulating board debris on floor	042 Store 2/002	Medium Risk	19/05/2026	Remove		
55	Tiles floor	042 Store 2/002	Low Risk	19/08/2026			
56	Insulating board within fire door	041 Store 2/003	No Risk	N/A			
57	Insulating board debris on floor	041 Store 2/003	No Risk	N/A			
58	Tiles floor	041 Store 2/003	Low Risk	19/08/2026			
59	Insulating board infill panel	043/043a Stock Room 2/004	No Risk	N/A			
60	Insulating board shelf	043/043a Stock Room 2/004	No Risk	N/A			
61	Insulating board infill panel	043/043a Stock Room 2/004	No Risk	N/A			
62	Insulating board boxing to ceiling	043/043a Stock Room 2/004	Low Risk	19/08/2026			
63	Cement infill panel	043/043a Stock Room 2/004	Low Risk	19/08/2026	Remove		
64	Cement infill panel	043/043a Stock Room 2/004	Low Risk	19/08/2026			
65	Insulation debris to wall	043/043a Stock Room 2/004	No Risk	N/A			
66	Insulation debris to pipework	043/043a Stock Room 2/004	No Risk	N/A			
67	Putty around glass in windows	043/043a Stock Room 2/004	No Risk	N/A			
68	Cement infill panel	043/043a Stock Room 2/004	Low Risk	19/08/2026			
69	Insulating board infill panel	043/043a Stock Room 2/004	Low Risk	19/08/2026	Encapsulation required		
70	Cement infill panel	043/043a Stock Room	Low Risk	19/08/2026	Repair or		

		2/004			remove		
71	Cement soil pipe	043/043a Stock Room 2/004	Low Risk	19/08/2026			
72	Flash guards live electrical services	043/043a Stock Room 2/004	Very Low Risk	19/11/2026			
73	Tiles 12 inch blue tiles	043/043a Stock Room 2/004	Low Risk	19/08/2026			
74	Tiles 12 inch green tiles	043/043a Stock Room 2/004	Low Risk	19/08/2026	Repair or remove		
75	Tiles 9 inch blue tiles	043/043a Stock Room 2/004	Low Risk	19/08/2026			
76	Tiles 9 inch green tiles	043/043a Stock Room 2/004	Low Risk	19/08/2026			
77	Tiles 12 inch grey tiles	043/043a Stock Room 2/004	Low Risk	19/08/2026			
78	Tiles beneath 12 inch blue tiles	043/043a Stock Room 2/004	Low Risk	19/08/2026			
79	Tiles beneath 12 inch speckle green	043/043a Stock Room 2/004	Low Risk	19/08/2026			
80	Tiles 9 inch light brown tiles	043/043a Stock Room 2/004	Low Risk	19/08/2026			
81	Tiles 12 inch red tiles	043/043a Stock Room 2/004	Low Risk	19/08/2026			
82	Tiles 12 inch beige tiles	043/043a Stock Room 2/004	Low Risk	19/08/2026			
83	Tiles 12 inch black tiles	043/043a Stock Room 2/004	Low Risk	19/08/2026			
84	Tiles 9 inch black tiles	043/043a Stock Room 2/004	Low Risk	19/08/2026			
85	Tiles 12 inch light blue tiles	043/043a Stock Room 2/004	Low Risk	19/08/2026			
86	Tiles 12 inch white tiles	043/043a Stock Room 2/004	Low Risk	19/08/2026			
87	Cement within wall void	043/043a Stock Room 2/004	Low Risk	19/08/2026	Remove		
88	Insulating board	044 pump room 2/007	Low Risk	19/08/2026	Encapsulation		

	infill panels				required		
89	Gasket pipework	044 pump room 2/007	No Risk	N/A			
90	Tiles 12 inch blue tiles	043b 2/008	Low Risk	19/08/2026			
91	Tiles debris floor	45 Corridor 2/009	Medium Risk	19/05/2026	Repair or remove		
92	Bitumen residual adhesive to floor	045 Corridor 2/009	Low Risk	19/08/2026			
93	Cement infill panel	045 Corridor 2/009	Low Risk	19/08/2026			
94	Putty around glass in windows	045 Corridor 2/009	No Risk	N/A			
95	Bitumen residual adhesive to floor	47 Office 2/010	Low Risk	19/08/2026			
96	Putty around glass in windows	047 Office 2/010	No Risk	N/A			
97	Bitumen residual adhesive to floor	046 Office 2/011	Low Risk	19/08/2026			
98	Flash guards live electrical services	046 Office 2/011	Very Low Risk	19/11/2026			
99	Tiles floor	049 Stairwell 2/012	Low Risk	19/08/2026	Repair or remove		
100	Composite stair nosing	049 Stairwell 2/012	Low Risk	19/08/2026			
101	Tiles riser and tread on stairs	049 Stairwell 2/012	Low Risk	19/08/2026			
102	Insulating board ceiling tiles	049 Stairwell 2/012	Medium Risk	19/0/2026	Repair or remove		
103	Insulating board within fire door	049 Stairwell 2/012	Low Risk	19/08/2026	Repair or remove		
104	Bitumen floor	048 Store 2/013	Low Risk	19/08/2026			
105	Tiles debris around edges of floor	048 Store 2/013	Low Risk	19/08/2026	Repair or remove		
106	Insulating board ceiling tiles	048 Store 2/013	Low Risk	19/08/2026			
107	Insulating board debris above	050 Landing 3/001	Medium Risk	19/05/2026	Repair or remove		

	suspended ceiling tiles on timber frame						
108	Composite stair nosing	050 Landing 3/001	No Risk	N/A			
109	Insulating board ceiling tiles	050 Landing 3/001	Low Risk	19/08/2026			
110	Debris on floor	050 Landing 3/001	Medium Risk	19/05/2026			
111	Putty around glass in windows	050 Landing 3/001	No Risk	N/A			
112	Bitumen floor	051 Stock Room 3/004	Low Risk	19/08/2026			
113	Tile debris floor	051 Stock Room 3/004	Low Risk	19/08/2026	Remove		
114	Tiles 9-inch light blue tiles	051 Stock Room 3/004	Low Risk	19/08/2026			
115	Tiles 12 inch white tiles	051 Stock Room 3/004	Low Risk	19/08/2026			
116	Tiles 9 inch white tiles	051 Stock Room 3/004	Low Risk	19/08/2026			
117	Tiles 12 inch beige tiles	051 Stock Room 3/004	No Risk	N/A			
118	Vinyl floor	051 Stock Room 3/004	No Risk	N/A			
119	Putty around glass in windows	051 Stock Room 3/004	No Risk	N/A			
120	Flash guards electrical services	051 Stock Room 3/004	Very Low Risk	19/11/2026			
121	Insulating board within fire door	052 corridor 3/006	Medium Risk	19/05/2026	Repair or remove		
122	Tiles 9 inch light blue tiles	052 corridor 3/006	Low Risk	19/08/2026			
123	Putty around glass in windows	052 corridor 3/006	No Risk	N/A			
124	Flash guards electrical services	052 corridor 3/006	Very Low Risk	19/11/2026			
125	Insulating board within fire door	052 corridor 3/006	Low Risk	19/08/2026			
126	Tiles 9 inch light	053 3/007	Low Risk	19/08/2026			

	blue tiles						
127	Tiles 9 inch white tiles	053 3/007	Low Risk	19/08/2026			
128	Gaskets beneath tap covers	Kitchen 3/009	No Risk	N/A			
129	Insulating board infill panel to metal heating duct	Kitchen 3/009	No Risk	N/A			
130	Flash guards electrical services	Lift motor room 3/011	Very Low Risk	19/11/2026			
131	Tile debris behind metal units	077 Prep Room 3/012	Low Risk	19/08/2026	Remove		
132	Insulating board inner wall layer to metal unit	077 Prep Room 3/012	Medium Risk	19/05/2026	Repair or remove		
133	Bitumen sink pad	077 Prep Room 3/012	No Risk	N/A			
134	Putty around glass in windows	074 Staff Room 3/013	No Risk	N/A			
135	Tiles beneath modern carpet tiles	074 Staff Room 3/013	Low Risk	19/08/2026			
136	Putty around glass in windows	Male and Female Cloakroom 3/014	No Risk	N/A			
137	Tiles floor	075 Fire exit 3/015	Low Risk	19/08/2026			
138	Flash guards electrical services	075 Fire exit 3/015	Very Low Risk	19/11/2026			
139	Insulation fireproofing to steel beam	073 Office 3/016	No Risk	N/A			
140	Insulation fireproofing debris on floor	073 Office 3/016	No Risk	N/A			
141	Putty windows	073 Office 3/016	No Risk	N/A			
142	Putty around glass in door	073 Office 3/016	No Risk	N/A			
143	Tiles beneath carpet tiles	073 Office 3/016	Low Risk	19/08/2026			

144	Tiles beneath carpet tiles	069 Office 3/018	Low Risk	19/08/2026			
145	Composite desk top cover	069 Office 3/018	No Risk	N/A			
146	Putty around glass in windows	069 Office 3/018	No Risk	N/A			
147	Tiles floor	080 Lobby 3/019	Low Risk	19/08/2026			
148	Insulating board fire door	080 Lobby 3/019	Low Risk	19/08/2026			
149	Flash guards electrical services	071 Cloak Room 3/020	Very Low Risk	19/11/2026			
150	Insulating board wall	Male WC 3/021	No Risk	N/A			
151	String Pipework	Male WC 3/021	No Risk	N/A			
152	Putty around glass in windows	069a Office 3/025	No Risk	N/A			
153	Tiles beneath carpet tiles	069a Office 3/025	Low Risk	19/08/2026			
154	Tiles floor	096 Store 3/026	Low Risk	19/08/2026			
155	Vinyl floor	096 Store 3/026	No Risk	N/A			
156	Composite stair nosing	064 Stairwell 3/027	Low Risk	19/08/2026			
157	Tiles 9 inch blue tiles on floor and stairs	064 Stairwell 3/027	Low Risk	19/08/2026	Repair or remove		
158	Tiles 12 inch blue tiles	064 Stairwell 3/027	Low Risk	19/08/2026			
159	Insulating board fire doors	064 Stairwell 3/027	Low Risk	19/08/2026			
160	Tiles red tiles on floor	Store 3/028	No Risk	N/A			
161	Tiles blue tiles on floor	Store 3/028	No Risk	N/A			
162	Putty around glass in windows	Store 3/028	No Risk	N/A			
163	Flash guards	Electrical cupboard	Low Risk	19/08/2026			

	electrical services	3/029					
164	Tiles floor	Electrical cupboard 3/029	Medium Risk	19/05/2026	Remove		
165	Tiles floor	057 3/030	Low Risk	19/08/2026	Repair or remove		
166	Tiles Stairs	081 Stairwell 4/001	Low Risk	19/08/2026			
167	Composite stair nosing	081 Stairwell 4/001	Low Risk	19/08/2026			
168	Putty around glass in windows	081 Stairwell 4/001	No Risk	N/A			
169	Flash guards electrical services	081 Stairwell 4/001	Very Low Risk	19/11/2026			
170	Thermal insulation pipework	084 Plant Room 4/001	Medium Risk	19/05/2026			
171	Thermal insulation pipework	084 Plant Room 4/001	Medium Risk	19/05/2026			
172	Thermal insulation pipework	084 Plant Room 4/001	High Risk		Repair or remove		
173	Putty around glass in lights	084 Plant Room 4/001	Low Risk	19/08/2026			
174	Rope seal to metal heating ducting	084 Plant Room 4/001	Low Risk	19/08/2026			
175	Fibreboard infill panel to wall	084 Plant Room 4/001	No Risk	N/A			
176	Flash guards electrical services	084 Plant Room 4/001	Very Low Risk	19/11/2026			
177	Thermal insulation pipework	086 Lobby 4/003	Medium Risk	19/05/2026	Repair or removed		
178	Thermal insulation pipework	086 Lobby 4/003	Medium Risk	19/05/2026			
179	Thermal insulation pipework	086 Lobby 4/003	Medium Risk	19/05/2026			
180	Millboard within fire door	086 Lobby 4/003	Low Risk	19/08/2026			
181	Insulating board High level boxing	087 Boiler Room 4/004	Low Risk	19/08/2026	Encapsulation required		

182	Gasket Pipework	087 Boiler Room 4/004	Low Risk	19/08/2026			
183	Insulating board floor	087 Boiler Room 4/004	Medium Risk	19/05/2026	Remove		
184	Flash guards electrical services	087 Boiler Room 4/004	Very Low Risk	19/11/2026			
185	Thermal pipework insulation	087 Boiler Room 4/004	Medium Risk	19/05/2026			
186	Insulation High level	087 Boiler Room 4/004	No Risk	N/A			
187	Insulation debris on floor	087 Boiler Room 4/004	No Risk	N/A			
188	Millboard fire doors	087 Boiler Room 4/004	Medium Risk	19/05/2026			
189	Rope seal to metal heating ducting	087 Boiler Room 4/004	Low Risk	19/08/2026			
190	Thermal pipework insulation	089 Water Tank Room 4/005	Medium Risk	19/05/2026			
191	Flash guards electrical services	089 Water Tank Room 4/005	Very Low Risk	19/11/2026			
192	Millboard fire doors	089 Water Tank Room 4/005	Medium Risk	19/05/2026			
193	Composite Stair nosing	088 Stairwell 4/007	Low Risk	19/08/2026			
194	Tiles 9 inch blue tiles on floor and stairs	088 Stairwell 4/007	Medium Risk	19/05/2026			
195	Flash guards electrical services	093 Lift motor room 4/008	Very Low Risk	19/11/2026			
196	Putty frame sealant around metal framed windows	External E/001	Very Low Risk	19/11/2026			
197	Quarry tiles – third floor roof	External E/001	Low Risk	19/08/2026			

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 the last inspection
- Replace missing/damaged asbestos labels/stickers

Comments:

Sunderland
City Council

School/Site:	
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Date of inspection:	
Inspected by (signature):	
Print Name:	

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