

Foreward

ASBESTOS SURVEY REPORT FOR 64 FAWCETT STREET, SUNDERLAND, SR1 1BB.

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: 07557938966.

Yours sincerely,

Neil Guthrie
Director of Development and Property

Sunderland
City Council

Sunderland City Council

*Control of Asbestos
Regulations 2012*

Asbestos Register for

64 Fawcett Street, Sunderland, SR1 1BB



UPRN: - 347395

TF Ref:

Location of register:-

Premises Manager / Samo: - Tenant

Date: 25 June 2026

Contact Numbers List: -

Caroline Bage Asbestos Manager – 07557938966

Contents

	<u>Section</u>
• Plan of building and sample locations	1
• Photographs of areas sampled	2
• Survey information	3
• Asbestos Management Plan, Priority Assessments,	4
• Contacts Form, Code of Practice	4
• 5 Simple Steps of Asbestos Management	5
• Commonly asked questions	6

Appendices

• Form 1 – Visitor Register	7
• Form 2 – Periodic Return Checklist and Schedule	8
• Form 3 – Works Notification Form	9
• Form 4 – Registration of All Disturbances	10
• Form 5 – Training Records	11

Plan of Building and Samples Location

- (Item 1) Ref: 347395-1 – Stair Nosing (Lobby/Stairwell Rm -1/01) – No Risk
- (Item 2) Ref: As 347395-1 – High level edging (Lobby/Stairwell Rm -1/01) – No Risk
- (Item 3) Ref: 347395-2 – Floor covering (Lobby/Stairwell Rm -1/01) – No Risk
- (Item 4) Ref: 347395-3 – Boxing above door to boiler house (Store Rm -1/02) – No Risk
- (Item 5) Ref: 347395-4 – Coating to floor (Store Rm -1/02) – No Risk
- (Item 6) Ref: 347395-5 – Debris to walls (Store Rm -1/02) – No Risk
- (Item 7) Ref: As 347395-3 – Panel above door (Store Rm -1/02) – No Risk
- (Item 8) Ref: 347395-6 – Coating to floor (Store Rm -1/03) – No Risk
- (Item 9) Ref: As 347395-6 – Coating to floor (Electric cupboard Rm -1/03a) – No Risk
- (Item 10) *Ref: Presumed – Flashguards (Electric cupboard Rm -1/03a) – Very Low Risk – Removed November 2019*
- (Item 11) Ref: 347395-7 – Cable wrap (Electric cupboard Rm -1/03a) – No Risk
- (Item 12) Ref: As 347395-6 – Floor covering (Gas cupboard Rm -1/03b) – No Risk
- (Item 13) Ref As 347395-6 – Coating to floor (Store Rm -1/04) – No Risk
- (Item 14) Ref: 347395-8 – Ceiling (Boiler Room Rm -1/05) – No Risk
- (Item 15) **Ref: 347395-9 – Panel within door (Boiler Room Rm -1/05) – Low Risk**
- (Item 16) Ref: 347395-10 – Mastic to pilot light window (Boiler Room Rm -1/05) – No Risk
- (Item 17) Ref: As 347395-1 – Stair nosing (Corridor Rm -1/06) – No Risk
- (Item 18) Ref: As 347395-2 – Floor covering (Corridor Rm -1/06) – No Risk
- (Item 19) **Ref: 347395-11 – Coating to boxing (Corridor Rm -1/06) – Very Low Risk**
- (Item 20) **Ref: 347395-12 – Coating to ceiling (Corridor Rm -1/06) – Very Low Risk**
- (Item 21) Ref: As 347395-3 – Boxing (Corridor Rm -1/06) – No Risk
- (Item 22) Ref As 347395-8 – Panel above door (Corridor/Rm -1/06) – No Risk
- (Item 23) Ref: As 347395-6 – Coating to floor (Boiler Room Rm -1/07) – No Risk
- (Item 24) **Ref: As 347395-11 – Coating to duct boxing (Boiler Room Rm -1/07) – Very Low Risk**
- (Item 25) **Ref: As 347395-12 – Coating to ceiling (Lobby and circulation area Rm -1/08) – Very Low Risk**
- (Item 26) Ref: 347395-13 – Ceiling and boxing (Lobby and circulation area Rm -1/08) – No Risk
- (Item 27) Ref: 347395-14 – Remnant mastic (Lobby and circulation area Rm -1/08) – No Risk
- (Item 28) Ref: As 347395-3 – Boxing to front of vault (Lobby and circulation area Rm -1/08) – No Risk
- (Item 29) Ref: As 347395-13 – High level boxing (Female WC Rm -1/10) – No Risk
- (Item 30) **Ref: As 347395-12 – Ceiling coating (Female WC Rm -1/10) – Very Low Risk**
- (Item 31) Ref: 347395-15 – Wall coating (Female WC Rm -1/10) – No Risk
- (Item 32) Ref: 347395-16 – Stair nosing (Female WC Rm -1/10) – No Risk
- (Item 33) Ref: As 347395-13 – High level boxing (Male WC Rm -1/11) – No Risk
- (Item 34) **Ref: As 347395-12 – Ceiling coating (Male WC Rm -1/11) – Very Low Risk**
- (Item 35) Ref: As 347395-15 – Wall coating (Male WC Rm -1/11) – No Risk

- (Item 36) Ref: As 347395-16 – Stair nosing (Male WC Rm -1/11) – No Risk
- (Item 37) Ref: As 347395-6 – Adhesive below lino (Male WC Rm -1/11) – No Risk
- (Item 38) Ref: 347395-17 – Stair nosing (Stairwell Rm -1/12) – Very Low Risk
- (Item 39) Ref: As 347395-3 – Panel to door reveal (Store Rm -1/14) – No Risk
- (Item 40) Ref: 347395-18 – Debris to floor (Store Rm -1/14) – No Risk
- (Item 41) Ref: 347395-19 – Panels to ceilings and walls and associated debris to floor (Store void Rm -1/14) - No Risk
- (Item 42) Ref: 347395-20 – Ceiling above window (Office Rm 0/01) – No Risk
- (Item 43) Ref: 347395-22 – Subfloor covering (ATM Cupboard Rm 0/02) – No Risk
- (Item 44) Ref: 347395-21 – Damp proof membrane (ATM cupboard Rm 0/02) – No Risk
- (Item 45) Ref: As 347395-22 – Floor covering (Store Rm 0/06) – No Risk
- (Item 46) Ref: 347395-23 – Panel in front of column (Cashiers void above Rm 0/07) – No Risk
- (Item 47) Ref: 347395-24 – Panel behind plasterboard (Cashiers void above Rm 0/07) – No Risk
- (Item 48) Presumed – Electrics MEM (Electrical switchroom Rm 0/09) – Very Low Risk – Removed November 2019
- (Item 49) Ref: 347395-25 – Top side of loft hatch (Electrical switchroom void above Rm 0/09) – No Risk
- (Item 50) Presumed – Electrics MEM (Lift motor room Rm 0/11) – Very Low Risk – Removed November 2019
- (Item 51) Presumed – Electrics MEM (Office Rm 1/01) – Very Low Risk – Removed November 2019
- (Item 52) Presumed – Electrics MEM (Landing/Stairwell Rm1/07) – Very Low Risk – Removed November 2019
- (Item 53) Ref: 347395-26 – Gasket to sink (Disused toilet Rm 1/10) – Removed November 2019
- (Item 54) Ref: 347395-27 – Floor covering (Store Rm 2/02) – No Risk
- (Item 55) Ref: 347395-28 – Loose lying felt (Store void above Rm 2/02) – No Risk
- (Item 56) Ref: 347395-29 – Flashguards (Store Rm 2/04) - Very Low Risk – Removed November 2019
- (Item 57) Ref: 347395-30 – Screw cap putty (Store Rm 2/04) – Very Low Risk – Removed November 2019
- (Item 58) Ref: 347395-31 – Ceiling panels (Lobby and stairwell Rm 2/05) – No Risk
- (Item 59) Ref: 347395-32 – Loose lying simulated slate tiles (Lobby and stairwell Rm 2/05) – No Risk
- (Item 60) Ref: 347395-33 – Floor covering (Lobby and stairwell Rm 2/05) – No Risk
- (Item 61) Ref: As 347395-33 – Floor covering (lobby and stairwell void below Rm 2/05) – No Risk
- (Item 62) Ref: As 347395-26 – Gasket to sink (Disused toilet Rm 2/07) – Very Low Risk
- (Item 63) Ref: As 347395-31 – Ceiling and associated debris (Store Rm 2/08) – No Risk
- (Item 64) Ref: As 347395-31 - Ceiling and associated debris (Store Rm 2/09) – No Risk
- (Item 65) Ref: 347395-34 – Underside of roof (Store void above Rm 2/10) – No Risk
- (Item 66) Ref: 347395-35 – Damp proof course (External) – No Risk

- (Item 67) Ref: 347395-36 – Mastic to low level windows (External) – Removed November 2019
- (Item 68) Ref: 347395-37 – Remnant mastic to rear door (External) – No Risk
- (Item 69) Ref: As 347395-37 – Remnant mastic to LHS edge of building (External) – No Risk
- (Item 70) Ref: 349273-1 – Debris to pipework below pipe lagging (Boiler room Rm1/05) – No Risk
- (Item 71) Ref: As 349273-2 – Topside of ceiling below (Public area-floor void Rm 0/03) – No Risk
- (Item 72) Ref: As 349273-2 – Topside of ceiling below entrance (Back office-floor void Rm 0/05) – No Risk
- (Item 73) Ref: 349273-2 – Topside of ceiling below (Cashiers-floor void Rm 0/07) – No Risk
- (Item 74) Ref: 349273-3 – Membrane to concrete wall (Cashiers-floor void Rm 0/07) – No Risk
- (Item 75) *Presumed – Fuse end caps (Electrical switchroom Rm 0/09) – Very Low Risk – Removed November 2019*
- (Item 76) Ref: 349237-4 – Floor covering (Redundant stairwell Rm 009a) – No Risk
- (Item 77) Ref: 349273-5 – Stair nosing (Redundant stairwell Rm 009a) – No Risk
- (Item 78) *Ref: 349273-6 – Packer (Redundant stairwell Rm 009a) – Very Low Risk – Removed November 2019*
- (Item 79) Ref: 349273-7 – Debris to floor (Redundant stairwell Rm 009a) – No Risk
- (Item 80) Ref: 374208-1 – Lining panels within floor penetration above duct (Cashiers/Rm 007) – No Risk
- (Item 81) Ref: 21-39587-3 – External wall - Plaster (Area 2/Cupboard) – No Risk
- (Item 82) Ref: 21-39587-4 – Internal Wall – Plasterboard (Area 2/Cupboard) – No Risk
- (Item 83) Ref: 21-39587-5 – Ceiling - Plasterboard (Area 3/First Floor WC) – No Risk
- (Item 84) Ref: 21-39587-6 – Walls - Wood (Area 3/First Floor WC) – No Risk
- (Item 85) Ref: 21-39587-7 – Ceiling – Plasterboard (Area 4/Second Floor WC) – No Risk
- (Item 86) Ref: 21-3958-8 – Walls – Wood (Area 4/Second Floor WC) – No Risk
- (Item 87) Ref: 21-39587-10 – Walls – Wood adjacent to soil pipe (Area 5/Lobby Adjacent to Emergency Exit) – No Risk
- (Item 88) Ref: 21-39587-9 – Ceiling – Plasterboard Area around open ceiling (Area 5/Lobby Adjacent to Emergency Exit) – No Risk
- (Item 89) Ref: S001 (Project no. P-33208) – Insulating Board (External) – No Risk

Please note the survey carried out was non-intrusive. Should major refurbishment be planned for the property, further investigation will be required.

Photographs of Areas Sampled



Item 1 Ref: 347395-1

The stair nosing in the lobby/stairwell (Rm -1/001) does not contain asbestos.



Item 2 Ref: As 347395-1

The high level edging in the lobby/stairwell (Rm -1/001) does not contain asbestos.



Item 3 Ref: 347395-2

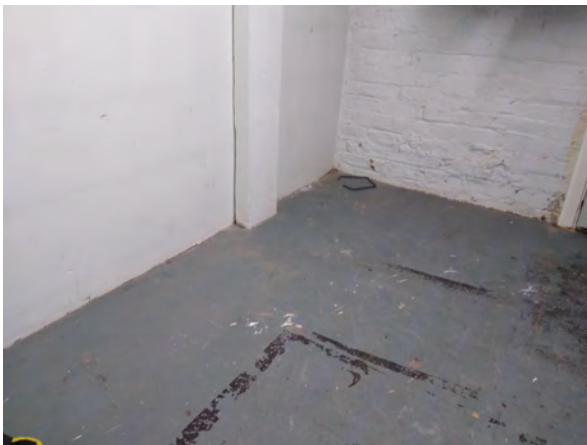
The floor covering in the lobby/stairwell (Rm -1/001) does not contain asbestos.

Photographs of Areas Sampled (Cont)



Item 4 Ref: 347395-3

The boxing above the door to boiler house in the Store (Room -1/002) does not contain asbestos.



Item 5 Ref: 347395-4

The coating to the floor in the store (Rm -1/002) does not contain asbestos.



Item 6 Ref: 347395-5

The debris to walls below pipe penetration in the Store (Room -1/002) does not contain asbestos.

Photographs of Areas Sampled (Cont)



Item 7 Ref: As 347395-3

The panel above the door in the Store (Room -1/002) does not contain asbestos.



Item 8 Ref: 347395-6

The coating to the floor in the Store (Room -1/003) does not contain asbestos.



Item 9 Ref: As 347395-6

The coating to the floor in the Store electrics cupboard (Room -1/003a) does not contain asbestos.

Photographs of Areas Sampled (Cont)



Item 10 Ref: Presumed

The flashguards within 'Bill' electrics in the electric cupboard in the store Store (Room -1/003a) are presumed to contain asbestos.

Removed November 2019



Item 11 Ref: 347395-7

The cable wrap in the electrics cupboard in the Store (Room -1/003a) does not contain asbestos.



Item 12 Ref: As 347395-6

The floor covering in the Store gas cupboard (Room -1/003b) does not contain asbestos.

Photographs of Areas Sampled (Cont)



Item 13 Ref: As 347395-6

The coating to the floor in the Store (Room -1/004) does not contain asbestos.



Item 14 Ref: 347395-8

The ceiling in the boiler room (Room -1/005) does not contain asbestos.



Item 15 Ref: 347395-9

The panel within the door on the boiler room (Room -1/005) contains asbestos.

Any change in appearance should be reported to Property Services.

Photographs of Areas Sampled (Cont)



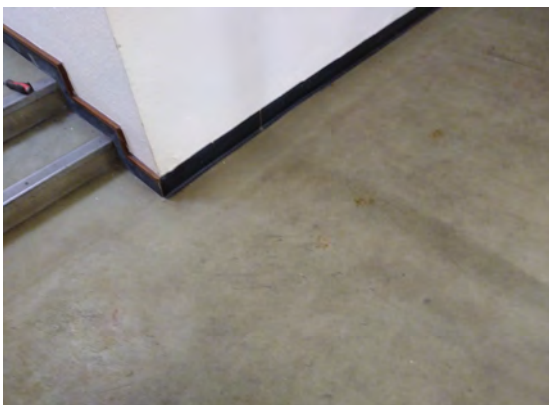
Item 16 Ref: 347395-10

The mastic to pilot light window in the boiler room (Room -1/005) does not contain asbestos.



Item 17 Ref: As 347395-1

The stair nosing in the corridor (Room -1/006) does not contain asbestos.



Item 18 Ref: As 347395-2

The floor covering in the corridor (Room -1/006) does not contain asbestos.

Photographs of Areas Sampled (Cont)



Item 19 Ref: 347395-11

The coating to the boxing in the corridor (Room -1/006) contains asbestos.

Any change in appearance should be reported to Property Services.



Item 20 Ref: 347395-12

The coating to the ceiling in the corridor (Room -1/006) contains asbestos.

Any change in appearance should be reported to Property Services.



Item 21 Ref: As 347395-3

The boxing in the corridor (Room -1/006) does not contain asbestos.

Photographs of Areas Sampled (Cont)



Item 22 Ref: As 347395-8

The panel above the door in the corridor (Room -1/006) does not contain asbestos.



Item 23 Ref: As 347395-6

The coating to the floor in the boiler room (Room -1/007) does not contain asbestos.



Item 24 Ref: As 347395-11

The coating to duct boxing in the lobby and circulation area (Room -1/008) does contain asbestos.

Any change in appearance should be reported to Property Services.

Photographs of Areas Sampled (Cont)



Item 25 Ref: As 347395-12

The coating to the ceiling in the lobby and circulation area (Room -1/008) does contain asbestos.

Any change in appearance should be reported to Property Services.



Item 26 Ref: 347395-13

The ceiling and boxing to circulation area (Room -1/008) does not contain asbestos.



Item 27 Ref: 347395-14

The remnant mastic to redundant ductwork in the lobby and circulation area (Room -1/008) does not contain asbestos.

Photographs of Areas Sampled (Cont)



Item 28 Ref: As 347395-3

The boxing to front of vault in the lobby and circulation area (Room -1/008) does not contain asbestos.



Item 29 Ref: As 347395-13

The high level boxing above sinks in the Female WC (Room -1/010) does not contain asbestos.



Item 30 Ref: As 347395-12

The ceiling coating in the female WC (Room -1/010) does contain asbestos.

Any change in appearance should be reported to Property Services.

Photographs of Areas Sampled (Cont)



Item 31 Ref: 347395-15

The wall coating in the female Wc (Room -1/010) does not contain asbestos.



Item 32 Ref: 347395-16

The stair nosing in the Female WC (Room -1/010) does not contain asbestos.



Item 33 Ref: As 347395-13

The high level boxing above wc in the male wc (Room -1/011) does not contain asbestos.

Photographs of Areas Sampled (Cont)



Item 34 Ref: As 347395-12

The ceiling coating in the male WC (Room -1/011) does contain asbestos.

Any change in appearance should be reported to Property Services.



Item 35 Ref: As 347395-15

The wall coating in the male WC (Room -1/011) does not contain asbestos.



Item 36 Ref: As 347395-16

The stair nosing in the male wc (Room -1/011) does not contain asbestos.

Photographs of Areas Sampled (Cont)



Item 37 Ref: As 347395-6

The adhesive below linoleum in the male wc (Room -1/011) does not contain asbestos.



Item 38 Ref: 347395-17

The stair nosing in the stairwell (Room -1/012) does contain asbestos.

Any change in appearance should be reported to Property Services.



Item 39 Ref: As 347395-3

The panel to the door reveal in the Store (Room -1/014) does not contain asbestos.

Photographs of Areas Sampled (Cont)



Item 40 Ref: 347395-18

The debris to the floor in the Store (Room -1/014) does not contain asbestos.



Item 41 Ref: 347395-19

The panels to ceilings and wall and associated debris to the floor in the Store (Void below stairs) (Room -1/014) does not contain asbestos.



Item 42 Ref: 347395-20

The ceiling above window in the office (Room 0/001) does not contain asbestos.

Photographs of Areas Sampled (Cont)



Item 43 Ref: 347395-22

The subfloor covering in the ATM Cupboard (Room 0/002) does not contain asbestos.



Item 44 Ref: 347395-21

The damp proof membrane in the ATM Cupboards (Room 0/002) does not contain asbestos.



Item 45 Ref: As 347395-22

The floor covering in the store (Room 0/06) does not contain asbestos.

Photographs of Areas Sampled (Cont)



Item 46 Ref: 347395-23

The horizontal panel in from of column near window of the void above cashiers (Room 0/007) does not contain asbestos.



Item 47 Ref: 347395-24

The horizontal panel behind plasterboard fascia near window of the void above cashiers (Room 0/007) does not contain asbestos.



Item 48 Ref: Presumed

The MEM electrics in the electrical switchroom (Room 0/009) are presumed to contain asbestos.

Removed November 2019

Photographs of Areas Sampled (Cont)



Item 49 Ref: 347395-25

The top side of the loft hatch in the void above the electrical switch room (Room 009) does not contain asbestos.



Item 50 Ref: Presumed

The MEM electrics in the lift motor room (Room 0/011) are presumed to contain asbestos.

Removed November 2019



Item 51 Ref: Presumed

The MEM electrics in the office electrics cupboard (Room 1/001) are presumed to contain asbestos.

Removed November 2019

Photographs of Areas Sampled (Cont)



Item 52 Ref: Presumed

The electrics in the landing/stairwell electrics cupboard (Room 1/007) are presumed to contain asbestos.

Removed November 2019



Item 53 Ref: 347395-26

The gasket to the sink in the disused toilet (Room 1/010) contains asbestos.

Removed November 2019



Item 54 Ref: 347395-27

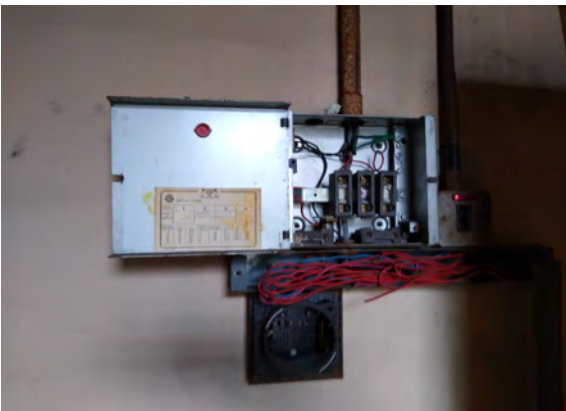
The floor covering in the store (Room 2/002) does not contain asbestos.

Photographs of Areas Sampled (Cont)



Item 55 Ref: 347395-28

The loose lying felt in the void above the store (Room 2/002) does not contain asbestos.



Item 56 Ref: 347395-29

The flashguards to Bill electrics (Room 2/004) contains asbestos.

Removed November 2019



Item 57 Ref: 347395-30

The screw cap putty to Bill electrics (Room 2/004) contains asbestos.

Removed November 2019

Photographs of Areas Sampled (Cont)



Item 58 Ref: 347395-31

The ceiling panels in the lobby and stairwell (Room 2/005) does not contain asbestos.



Item 59 Ref: 347395-32

The loose lying simulated slate tiles in the cupboards in the lobby and stairwell (Room 2/005) does not contain asbestos.



Item 60 Ref: 347395-33

The floor covering in the cupboards in the lobby and stairwell (Room 2/005) does not contain asbestos.

Photographs of Areas Sampled (Cont)



Item 61 Ref: As 347395-33

The floor covering in the store (Room 2/006) does not contain asbestos.



Item 62 Ref: As 347395-26

The gasket to sink in the disused toilet (Room 2/007) does contain asbestos.

Any change in appearance should be reported to Property Services.



Item 63 Ref: As 347395-31

The ceiling and associated debris in the store (Room 2/008) does not contain asbestos.

Photographs of Areas Sampled (Cont)



Item 64 Ref: As 347395-31

The ceiling and associated debris in the store (Room 2/009) does not contain asbestos.



Item 65 Ref: 347395-34

The underside of roof in the store (Room 2/010) does not contain asbestos.



Item 66 Ref: 347395-35

The damp proof course to the rear (External) does not contain asbestos.

Photographs of Areas Sampled (Cont)



Item 67 Ref: 347395-36

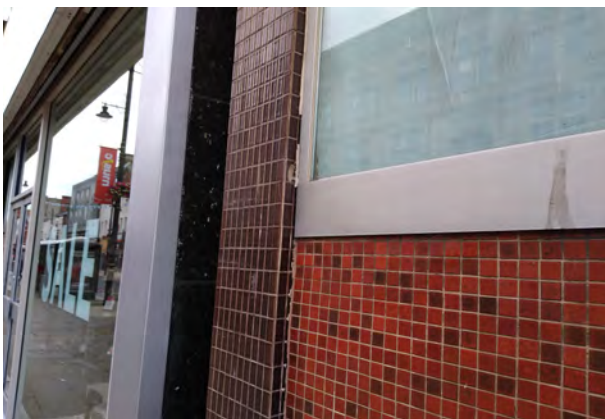
The mastic to low level windows (External) contains asbestos.

Removed November 2019



Item 68 Ref: 347395-37

The remnant mastic to rear door (External) does not contain asbestos.



Item 69 Ref: As 347395-37

The remnant mastic to LHS edge of building and ceramic area low level (External) does not contain asbestos.

Photographs of Areas Sampled (Cont)



Item 70 Ref: 349273-1

The debris to pipework below pipe lagging (Boiler room Rm 1/05) does not contain asbestos.



Item 71 Ref: As 349273-2

The topside of ceiling below (Public area-floor void Rm 0/03) does not contain asbestos.



Item 72 Ref: As 349273-2

The topside of ceiling below entrance (Back office-floor void Rm 0/05) does not contain asbestos.

Photographs of Areas Sampled (Cont)



Item 73 Ref: 349273-2

The topside of ceiling below (Cashiers-floor void Rm 0/07) does not contain asbestos.



Item 74 Ref: 349273-3

The membrane to concentrate wall (Cashiers-floor void Rm 0/07) does not contain asbestos.



Item 75 Ref: Presumed

The fuse end caps (Electrical switchroom Rm 0/09) are presumed to contain asbestos.

Removed November 2019

Photographs of Areas Sampled (Cont)



Item 76 Ref: 349273-4

The floor covering (Redundant Stairwell Rm 0/09a) does not contain asbestos.



Item 77 Ref: 349273-5

The stair nosing (Redundant Stairwell Rm 0/09a) does not contain asbestos.



Item 78 Ref: 349273-6

The packer (Redundant Stairwell Rm 0/09a) contains asbestos.

Removed November 2019

Photographs of Areas Sampled (Cont)



Item 79 Ref: 349273-7

The debris to floor (Redundant Stairwell Rm 0/09a) does not contain asbestos.

NO PHOTOGRAPH PROVIDED

Item 80 Ref: 374208-1

The lining panels within floor penetration above duct (Cashiers/Rm 007) does not contain asbestos.

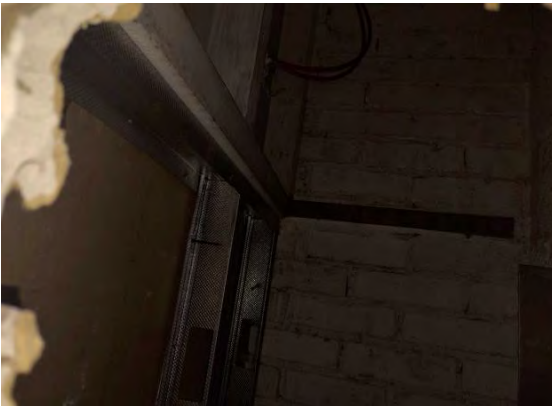


Item 81 Ref: 21-39587-3

The external wall - plaster (Area 2/Cupboard) does not contain asbestos.

Photographs of Areas Sampled (Cont)

Item 82 Ref: 21-39587-4



The internal wall – plasterboard (Area 2/ Cupboard) does not contain asbestos.

Item 83 Ref: 21-39587-5



The ceiling - plasterboard (Area 3/First Floor WC) does not contain asbestos.

Item 84 Ref: 21-39587-6



The walls - wood (Area 3/First Floor WC) do not contain asbestos.

Photographs of Areas Sampled (Cont)

Item 85 Ref: 21-39587-7



The ceiling – plasterboard (Area 4/Second Floor WC) does not contain asbestos.

Item 86 Ref: 21-39587-8



The walls – wood (Area 4/Second Floor WC) do not contain asbestos.

Item 87 Ref: 21-39587-10



The walls – wood adjacent to soil pipe (Area 5/Lobby Adjacent to Emergency Exit) do not contain asbestos.

Photographs of Areas Sampled (Cont)

Item 88 Ref: 21-39587-9



The ceiling – plasterboard area around open ceiling (Area 5/Lobby Adjacent to Emergency Exit) does not contain asbestos.

Item 89 Ref: S001

NO PHOTOGRAPH
PROVIDED

The insulating board (Project no. P-33208) (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 2Inspection Schedule

Picture	Location	Risk	Inspection Frequency	Date of return
<i>Item 1</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 2</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 3</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 4</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 5</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 6</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 7</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 8</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 9</i>	<i>No asbestos</i>	<i>Is present</i>		
Item 10	Flashguards (Electric cupboard/Rm - 1/03a)	Very Low Risk	Removed	November 2019
<i>Item 11</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 12</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 13</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 14</i>	<i>No asbestos</i>	<i>Is present</i>		
Item 15	Panel within door (Boiler Room/Rm -1/05)	Low Risk	6 monthly	05.08.2026
<i>Item 17</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 18</i>	<i>No asbestos</i>	<i>Is present</i>		
Item 19	Coating to boxing (Corridor/Rm - 1/06)	Very Low Risk	12 monthly	05.08.2026
Item 20	Coating to boxing (Corridor/Rm - 1/06)	Very Low Risk	12 monthly	05.08.2026
<i>Item 21</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 22</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 23</i>	<i>No asbestos</i>	<i>Is present</i>		
Item 24	Coating to duct boxing (Boiler Room/Rm -1/07)	Very Low Risk	12 monthly	05.08.2026
Item 25	Coating to ceiling (Lobby and circulation area/Rm -1/08)	Very Low Risk	12 monthly	05.08.2026
<i>Item 26</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 27</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 28</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 29</i>	<i>No asbestos</i>	<i>Is present</i>		

Item 30	Ceiling coating (Female WC/Rm - 1/10)	Very Low Risk	12 monthly	05.08.2026
<i>Item 31</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 32</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 33</i>	<i>No asbestos</i>	<i>Is present</i>		
Item 34	Ceiling coating (Male WC/Rm - 1/11)	Very Low Risk	12 monthly	05.08.2026
<i>Item 35</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 36</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 37</i>	<i>No asbestos</i>	<i>Is present</i>		
Item 38	Stair nosing (Stairwell/Rm - 1/12)	Very Low Risk	12 monthly	05.08.2026
<i>Item 39</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 40</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 41</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 42</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 43</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 44</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 45</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 46</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 47</i>	<i>No asbestos</i>	<i>Is present</i>		
Item 48	Electrics MEM (Electrical switchroom/Rm 009)	Very Low Risk	Removed	November 2019
<i>Item 49</i>	<i>No asbestos</i>	<i>Is present</i>		
Item 50	Electrics MEM (Lift motor room/Rm 011)	Very Low Risk	Removed	November 2019
Item 51	Electrics MEM (Office/Rm 1/01)	Very Low Risk	Removed	November 2019
Item 52	Electrics MEM (Landing/Stairwell Rm1/07)	Very Low Risk	Removed	November 2019
Item 53	Gasket to sink (Disused toilet/Rm 1/10)	Very Low Risk	Removed	November 2019
<i>Item 54</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 55</i>	<i>No asbestos</i>	<i>Is present</i>		
Item 56	Flashguards (Store/Rm 2/04)	Very Low Risk	Removed	November 2019
Item 57	Screw cap putty (Store/Rm 2/04)	Very Low Risk	Removed	November 2019
<i>Item 58</i>	<i>No asbestos</i>	<i>Is present</i>		

Item 59	No asbestos	Is present		
Item 60	No asbestos	Is present		
Item 61	No asbestos	Is present		
Item 62	Gasket to sink (Disused toilet/Rm 2/07)	Very Low Risk	12 monthly	Do not inspect
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	Mastic to low level windows (External)	Very Low Risk	Removed	November 2019
Item 68	No asbestos	Is present		
Item 69	No asbestos	Is present		
Item 70	No asbestos	Is present		
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	Fuse end caps (Electrical switchroom Rm 0/09)	Very Low Risk	Removed	November 2019
Item 76	No asbestos	Is present		
Item 77	No asbestos	Is present		
Item 78	Packer (Redundant stairwell Rm 009a)	Very Low Risk	Removed	November 2019
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		
Item 86	No asbestos	Is present		
Item 87	No asbestos	Is present		
Item 88	No asbestos	Is present		
Item 89	No asbestos	Is present		

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> Same/change	<u>Action Required</u> Yes/No	<u>Asbestos Sticker Displayed</u> Yes/No	<u>Comments</u>
---------------------	---------------------------------	----------------------------------	---	-----------------

For Office Use Only

Actions Required	
Actions Completed	
Alterations to Register	