Foreward

ASBESTOS SURVEY REPORT FOR PETER SMITH ANTIQUES, 12 – 14 BOROUGH ROAD

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

Control of Asbestos Regulations 2012

Asbestos Register for

12 – 14 Borough Road, Sunderland

UPRN: - **J255226** **TF Ref:**

Location of register:-

Premises Manager / Samo: - Tenant **Date: 01 July 2025**

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	NZ001349	Wall (Insulating Board)	Large Room Z1/001	Low Risk – every 6 months
2	NZ001355	Debris/Residue To pipework and wall adjacent corridor (Thermal Insulation Lagging)	Large Room Z1/001	Low Risk – every 6 months
3	*NZ001357*	*Debris/Residue To floor adjacent corridor (Thermal Insulation Lagging)*	*Large Room Z1/001*	*Removed Aug/Sept 24*
4	As NZ001333	Electrical Services Light switch (Composite Resinous/Reinforced Plastics)	Storage Z1/002	No Risk
5	NZ001356	Debris/Residue To pipework and wall (Thermal Insulation Lagging)	Corridor Z1/003	Low Risk – every 6 months
6	*NZ001350*	*Debris/Residue To floor adjacent stairwell (Thermal Insulation Lagging)*	*Storage Area Z1/004*	*Removed Aug/Sept 24*
7	*NZ001351*	*Debris/Residue To Timber wall adjacent stairwell (Thermal Insulation Lagging)*	*Storage Area Z1/004*	*Removed Aug/Sept 24*
8	NZ001352	Debris/Residue To brick wall and pipework hangers adjacent stairwell (Thermal Insulation Lagging)	Storage Area Z1/004	Low Risk – every 6 months
9	*NZ001353*	*Debris/Residue To pipework adjacent Timber wall (Thermal Insulation Lagging)*	*Storage Area Z1/004*	*Removed Aug/Sept 24*
10	As NZ001333	Electrical Services Light switch (Composite Resinous/Reinforced Plastics)	Storage Area Z1/004	No Risk
11	*NZ001354*	*Debris/Residue To pipework and wall adjacent corridor (Thermal Insulation Lagging)*	*Storage Area Z1/004*	*Removed Aug/Sept 24*
12	*As NZ001350*	*Debris/Residue To floor adjacent corridor (Thermal Insulation*	*Storage Area Z1/004*	*Removed Aug/Sept 24*

		Lagging)		
13	As NZ001333	Electrical Services Light switch (Composite Resinous/Reinforced Plastics)	Store Room Restricted access due to storage Z1/005	No Risk
14	NZ001358	Debris/Residue To floor (Thermal Insulation Lagging)	Boiler Room (Restricted access due to contamination issues and storage) Z1/006	Low Risk – every 6 months
15	NZ001359	Debris/Residue To walls (Thermal Insulation Lagging)	Boiler Room (Restricted access due to contamination issues and storage) Z1/006	Low Risk – every 6 months
16	*NZ001360*	*Pipework - Insulation To pipework L/H side of room (Thermal Insulation Lagging)*	*Boiler Room (Restricted access due to contamination issues and storage) Z1/006*	*Removed Aug/Sept 24*
17	*NZ001361*	*Pipework - Insulation To R/H side pipework (Thermal Insulation Lagging)*	*Boiler Room (Restricted access due to contamination issues and storage) Z1/006*	*Removed Aug/Sept 24*
18	*NZ001362*	*Pipework - Insulation To central pipework from boiler (Thermal Insulation Lagging)*	*Boiler Room (Restricted access due to contamination issues and storage) Z1/006*	*Removed Aug/Sept 24*
19	*NZ001363*	*Boiler - Lining/Casing Covering full boiler (Thermal Insulation Lagging)*	*Boiler Room (Restricted access due to contamination issues and storage) Z1/006*	*Removed Aug/Sept 24*
20	NZ001320	Window Putty/seal to glass windows and doors	Entrance Hall/Foyer/Lobby G/001	No Risk
21	As NZ001333	Electrical Services Light switch (Composite Resinous/Reinforced Plastics)	Room G/006	No Risk
22	*Presumed*	*Pipework Gasket(s) (Too deeply recessed to sample)*	*Room G/009*	*Removed Aug/Sept 24*
23	NZ001321	Wall To lift shaft and lift lobby also above lift lobby ceiling (Insulating Board)	Room – Large G/010	Low Risk – every 6 months
24	*NZ001322*	*Debris/Residue To floor adjacent lift shaft and lift lobby from damaged panels (Insulating Board)*	*Room – Large G/010*	*Removed Aug/Sept 24*
25	NZ001323	Debris/Residue To top	Room – Large G/010	Low Risk – every 6

		of lift lobby (Insulating Board)		months
26	As NZ001321	Wall To lift shaft and lift lobby walls (Insulating Board)	Lift (Restricted access due to contamination issues) G/011	Low Risk – every 6 months
27	As NZ001322	Debris/Residue To floor, top of lift and around frame (Insulating Board)	Lift (Restricted access due to contamination issues) G/011	Low Risk – every 6 months
28	As NZ001321	Wall To lift shaft and lift lobby (Insulating Board)	Lift Lobby including staircase G/012	Low Risk – every 6 months
29	*As NZ001322*	*Debris/Residue To floor (Insulating Board)*	*Lift Lobby including staircase G/012*	*Removed Aug/Sept 24*
30	NZ001324	Ceiling To lift lobby (Insulating Board)	Lift Lobby including staircase G/012	Low Risk – every 6 months
31	As NZ001321	Wall To lift lobby (Insulating Board)	Room G/013	Low Risk – every 6 months
32	NZ001325	Door Beading to frame (Cement)	Plant Room G/014	Very Low Risk – every 12 months
33	NZ001326	Wall - Vent Lining Panels to mesh (Cement)	Plant Room G/014	No Risk
34	NZ001327	Debris/Residue To outer of Ductwork (Thermal Insulation Lagging)	Plant Room G/014	Low Risk – every 6 months
35	NZ001328	Debris/Residue To inner of Ductwork (Thermal Insulation Lagging)	Plant Room G/014	Low Risk – every 6 months
36	NZ001329	Debris/Residue To floor and window Sill around Ductwork (Cement)	Plant Room G/014	Low Risk – every 6 months
37	NZ001330	Debris To floor and window Sill next to Ductwork (Cement)	Plant Room G/014	Very Low Risk – every 12 months
38	Presumed	Ductwork - Joint(s)	Plant Room G/014	Very Low Risk – every 12 months
39	NZ001332	Door - Header Panel (Insulating Board)	Room – Large G/015	Low Risk – every 6 months
40	NZ001333	Electrical Services Light switch (Composite Resinous/Reinforced Plastics)	Office G/016	No Risk
41	NZ001334	Floor – Covering (Paper/Card Products)	Toilets G/020	No Risk
42	As NZ001334	Floor – Covering (Paper/Card Products)	Toilets Entrance G/021	No Risk
43	As NZ001332	Door - Header Panel (Insulating Board)	Staircase/Stairwell G/022	Low Risk – every 6 months
44	NZ001335	Wall (Insulating	Landing Including	Low Risk – every 6

		Board)	staircase 1/001	months
45	*NZ001336*	*Debris/Residue To floor adjacent lift (Insulating Board)*	*Landing Including staircase 1/001*	*Removed Aug/Sept 24*
46	NZ001337	Door - Frame Infill Pane (Insulating Board)	Landing Including staircase 1/001	Low Risk – every 6 months
47	NZ001338	Door - Header Panel (Insulating Board)	Landing Including staircase 1/001	Low Risk – every 6 months
48	NZ001339	Window - Infill Panel (Insulating Board)	Landing Including staircase 1/001	Low Risk – every 6 months
49	As NZ001335	Wall (Insulating Board)	Lift Lobby 1/002	Low Risk – every 6 months
50	*As NZ001336*	*Debris/Residue To floor next to door (Insulating Board)*	*Lift Lobby 1/002*	*Removed Aug/Sept 24*
51	As NZ001338	Door - Header Panel to lift (Insulating Board)	Lift Lobby 1/002	Low Risk – every 6 months
52	As NZ001335	Wall To lift shaft and door (Insulating Board)	Room – Large 1/003	Low Risk – every 6 months
53	*As NZ001336*	*Debris/Residue To floor adjacent lift shaft (Insulating Board)*	*Room – Large 1/003*	*Removed Aug/Sept 24*
54	As NZ001337	Door - Frame Infill Panel (Insulating Board)	Room – Large 1/003	Low Risk – every 6 months
55	As NZ001338	Door - Header Panel 2 within main area and 1 within corridor to spacecode 1/04 (Insulating Board)	Room – Large 1/003	Low Risk – every 6 months
56	NZ001340	Window Sash cords (Textile Woven/Cloth)	Room – Large 1/003	No Risk
57	As NZ001339	Window - Infill Panel (Insulating Board)	Room – Large 1/003	Low Risk – every 6 months
58	NZ001341	Ceiling (Cement)	Store Room 1/004	Very Low Risk – every 12 months
59	As NZ001335	Wall To doors to stairwell and side panels (Insulating Board)	Room – Large 1/005	Low Risk – every 6 months
60	*As NZ001336*	*Debris/Residue To floor adjacent door (Insulating Board)*	*Room – Large 1/005*	*Removed Aug/Sept 24*
61	As NZ001337	Door - Frame Infill Panel (Insulating Board)	Room – Large 1/005	Low Risk – every 6 months
62	NZ001342	Door - Protection Board To doors on bridge to dance studio (Insulating Board)	Room – Large 1/005	Very Low Risk – 12 monthly
63	As NZ001335	Wall To doors (Insulating Board)	Hallway/passageway Including staircase to roof 1/006	Low Risk – every 6 months

64	*As NZ001336*	*Debris/Residue To floor next to door (Insulating Board)*	*Hallway/passageway Including staircase to roof 1/006*	*Removed Aug/Sept 24*
65	As NZ001333	Electrical Services Socket (Composite Resinous/Reinforced Plastics)	Hallway/passageway Including staircase to roof 1/006	No Risk
66	NZ001343	Machinery/Mechanical Services Insulation within framework (Insulating Board)	Plant Room 1/008	Low Risk – every 6 months
67	As NZ001340	Window Sash cords (Textile Rope/String/Yarn)	Room 1/009	No Risk
68	As NZ001335	Wall To lift shaft (Insulating Board)	Landing Including staircase 2/001	Low Risk – every 6 months
69	As NZ001338	Door - Header Panel (Insulating Board)	Landing Including staircase 2/001	Low Risk – every 6 months
70	As NZ001346	Roof – Lining (Composite Bitumen)	Landing Including staircase 2/001	No Risk
71	As NZ001335	Wall To lift shaft (Insulating Board)	Room 2/002	Low Risk – every 6 months
72	As NZ001338	Door - Header Panel (Insulating Board)	Room 2/002	Low Risk – every 6 months
73	As NZ001340	Window Sash cords (Textile Rope/String/Yarn)	Room 2/002	No Risk
74	As NZ001338	Door - Header Panel (Insulating Board)	Room – Large 2/003	Low Risk – every 6 months
75	As NZ001340	Window Sash cords (Textile Rope/String/Yarn)	Room – Large 2/003	No Risk
76	NZ001344	Floor – Covering (Composite Vinyl Tile, Vinyl/Lino with adhesive)	Room – Large 2/003	No Risk
77	NZ001345	Ceiling (Cement)	Store Room 2/004	Very Low Risk – 12 monthly
78	As NZ001338	Door - Header Panel (Insulating Board)	Store Room 2/004	Low Risk – every 6 months
79	NZ001346	Roof – Lining (Composite Bitumen)	Workshop 2/005	No Risk
80	As NZ001320	Window Putty/seal To glass windows and doors	Workshop 2/005	No Risk
81	As NZ001335	Wall To lift shaft (Insulating Board)	Room - Large Attic 3/001	Low Risk – every 6 months
82	NZ001347	Roof – Lining (Composite Bitumen)	Room - Large Attic 3/001	No Risk
83	As NZ001340	Window Sash cords (Textile Rope/String/Yarn)	Room - Large Attic 3/001	No Risk
84	As NZ001347	Roof – Lining (Composite Bitumen)	Cupboard - Store Attic 3/003	No Risk
85	As NZ001347	Roof – Lining (Composite Bitumen)	Room - Large Attic 3/004	No Risk

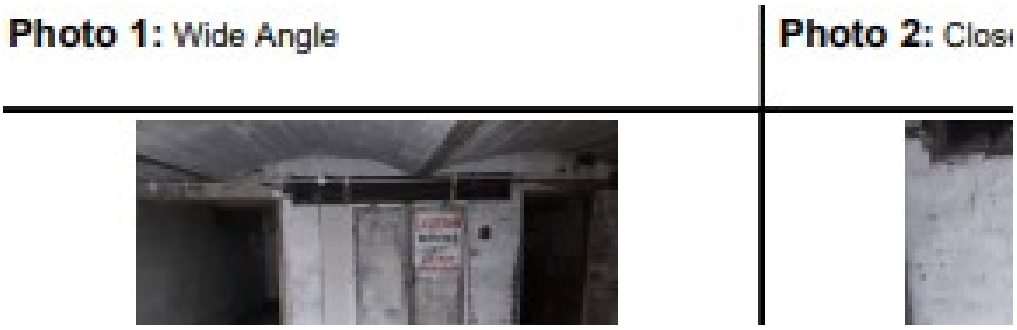
86	As NZ001340	Window Sash cords (Textile Rope/String/Yarn)	Room - Large Attic 3/004	No Risk
87	NZ001348	Debris To table (Cement)	Room - Large Attic 3/004	No Risk
88	As NZ001347	Roof – Lining (Composite Bitumen)	Cupboard - Store Attic 3/005	No Risk
89	As NZ001347	Roof – Lining (Composite Bitumen)	Cupboard - Store Attic 3/006	No Risk
90	NZ001364	Damp Proof Course (Composite Bitumen)	External E/001	No Risk
91	NZ001365	Window Putty/seal To Timber infill panels to windows	External E/001	No Risk

Environmental clean was carried out to Basement August 2024.

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.

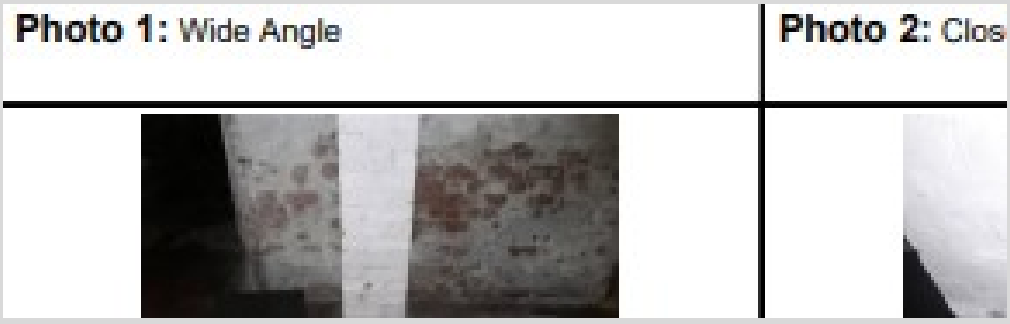
Photographs of Areas Sampled

1	NZ001349	Wall (Insulating Board)	Large Room Z1/001	Low Risk – every 6 months

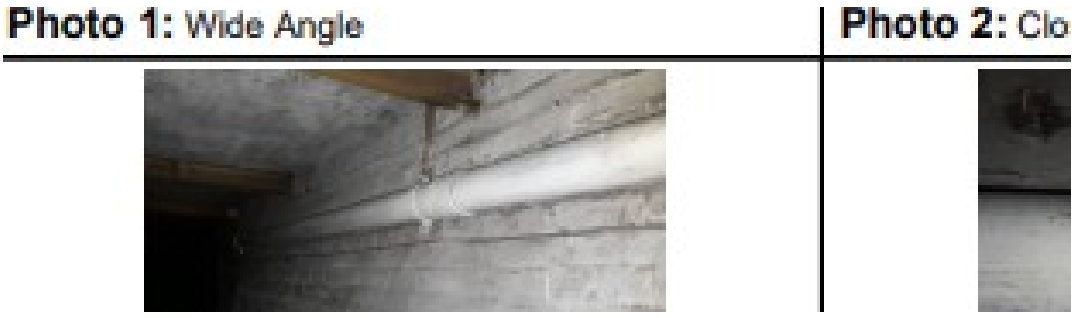
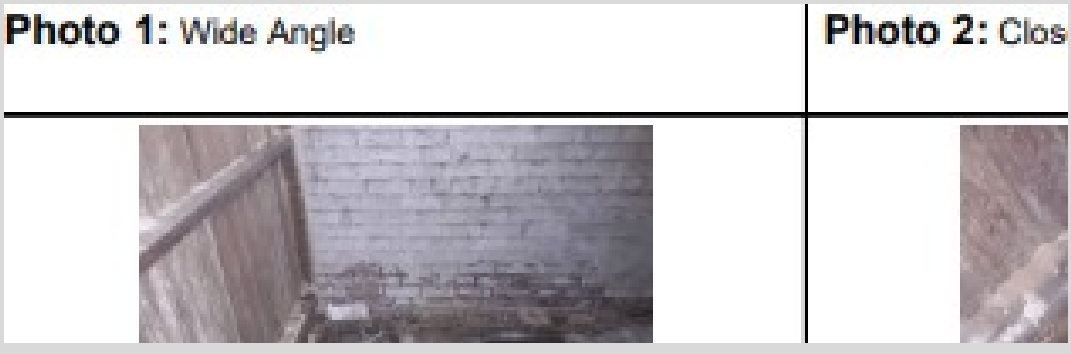


2	NZ001355	Debris/Residue To pipework and wall adjacent corridor (Thermal Insulation Lagging)	Large Room Z1/001	Low Risk – every 6 months

3	*NZ001357*	*Debris/Residue To floor adjacent corridor (Thermal Insulation Lagging)*	*Large Room Z1/001*	*Removed Aug/Sept 24*



Photographs of Areas Sampled

4	As NZ001333	Electrical Services Light switch (Composite Resinous/Reinforced Plastics)	Storage Z1/002	No Risk – N/A
				
5	NZ001356	Debris/Residue To pipework and wall (Thermal Insulation Lagging)	Corridor Z1/003	Low Risk – every 6 months
				
6	*NZ001350*	*Debris/Residue To floor adjacent stairwell (Thermal Insulation Lagging)*	*Storage Area Z1/004*	*Removed Aug/Sept 24*
				

Photographs of Areas Sampled

7	*NZ001351*	*Debris/Residue To Timber wall adjacent stairwell (Thermal Insulation Lagging)*	*Storage Area Z1/004*	*Removed Aug/Sept 24*

Photo 1: Wide Angle

Photo 2: Clos

8	NZ001352	Debris/Residue To brick wall and pipework hangers adjacent stairwell (Thermal Insulation Lagging)	Storage Area Z1/004	Low Risk – every 6 months

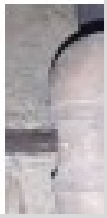
Photo 1: Wide Angle

Photo 2: Clos

9	*NZ001353*	*Debris/Residue To pipework adjacent Timber wall (Thermal Insulation Lagging)*	*Storage Area Z1/004*	*Removed Aug/Sept 24*

Photo 1: Wide Angle

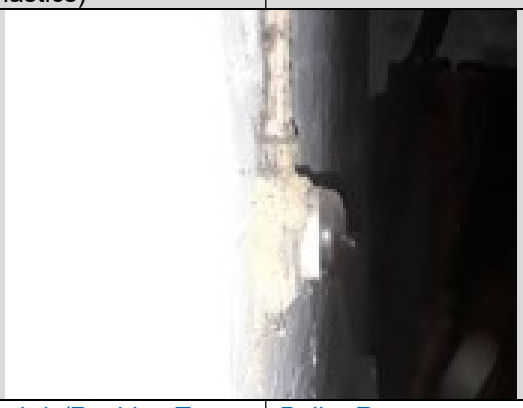
Photo 2: Clos



Photographs of Areas Sampled

10	As NZ001333	Electrical Services Light switch (Composite Resinous/Reinforced Plastics)	Storage Area Z1/004	No Risk – N/A
				
11	*NZ001354*	*Debris/Residue To pipework and wall adjacent corridor (Thermal Insulation Lagging)*	*Storage Area Z1/004*	*Removed Aug/Sept 24*
		Photo 1: Wide Angle 		**Photo 2:** Clos 
12	*As NZ001350*	*Debris/Residue To floor adjacent corridor (Thermal Insulation Lagging)*	*Storage Area Z1/004*	*Removed Aug/Sept 24*
		Photo 1: Wide Angle 		**Photo 2:** Clos 

Photographs of Areas Sampled

13	As NZ001333	Electrical Services Light switch (Composite Resinous/Reinforced Plastics)	Store Room Restricted access due to storage Z1/005	No Risk – N/A
				
14	NZ001358	Debris/Residue To floor (Thermal Insulation Lagging)	Boiler Room (Restricted access due to contamination issues and storage) Z1/006	Low Risk – every 6 months
		Photo 1: Wide Angle 		**Photo 2:** Clos 
15	NZ001359	Debris/Residue To walls (Thermal Insulation Lagging)	Boiler Room (Restricted access due to contamination issues and storage) Z1/006	Low Risk – every 6 months
		Photo 1: Wide Angle 		**Photo 2:** Clos 

Photographs of Areas Sampled

16	*NZ001360*	*Pipework - Insulation To pipework L/H side of room (Thermal Insulation Lagging)*	*Boiler Room (Restricted access due to contamination issues and storage) Z1/006*	*Removed Aug/Sept 24*

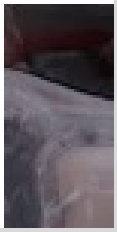
Photo 1: Wide Angle

Photo 2: Clos

17	*NZ001361*	*Pipework - Insulation To R/H side pipework (Thermal Insulation Lagging)*	*Boiler Room (Restricted access due to contamination issues and storage) Z1/006*	*Removed Aug/Sept 24*

Photo 1: Wide Angle

Photo 2: Clos

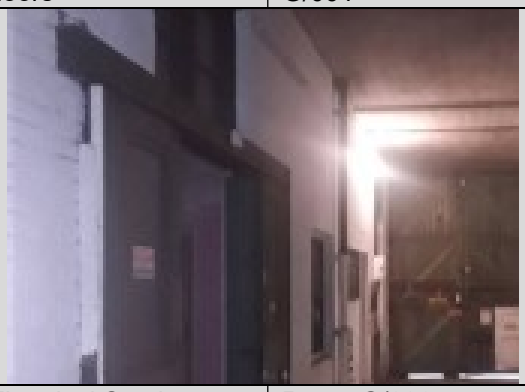


18	*NZ001362*	*Pipework - Insulation To central pipework from boiler (Thermal Insulation Lagging)*	*Boiler Room (Restricted access due to contamination issues and storage) Z1/006*	*Removed Aug/Sept 24*

Photo 1: Wide Angle

Photo 2: Clos

Photographs of Areas Sampled

19	*NZ001363*	*Boiler - Lining/Casing Covering full boiler (Thermal Insulation Lagging)*	*Boiler Room (Restricted access due to contamination issues and storage) Z1/006*	*Removed Aug/Sept 24*
Photo 1: Wide Angle 			**Photo 2:** Clos 	
20	NZ001320	Window Putty/seal to glass windows and doors	Entrance Hall/Foyer/Lobby G/001	No Risk – N/A
				
21	As NZ001333	Electrical Services Light switch (Composite Resinous/Reinforced Plastics)	Room G/006	No Risk – N/A
				

Photographs of Areas Sampled

22	*Presumed*	*Pipework Gasket(s) (Too deeply recessed to sample)*	*Room G/009*	*Removed Aug/Sept 24*

Photo 1: Wide Angle

Photo 2: Clos

23	NZ001321	Wall To lift shaft and lift lobby also above lift lobby ceiling (Insulating Board)	Room – Large G/010	Low Risk – every 6 months

Photo 1: Wide Angle

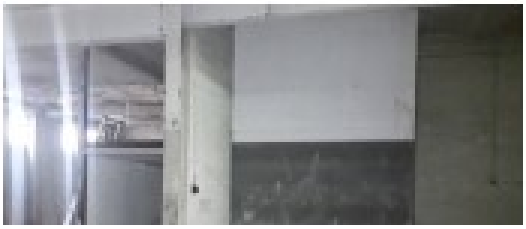


Photo 2: Clos

24	*NZ001322*	*Debris/Residue To floor adjacent lift shaft and lift lobby from damaged panels (Insulating Board)*	*Room – Large G/010*	*Removed Aug/Sept 24*

Photo 1: Wide Angle

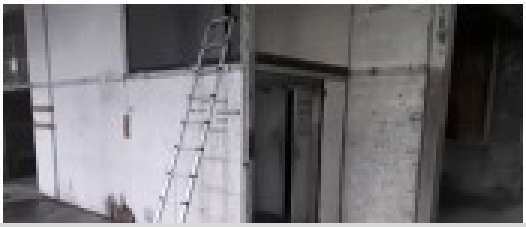


Photo 2: Clos

Photographs of Areas Sampled

25	NZ001323	Debris/Residue To top of lift lobby (Insulating Board)	Room – Large G/010	Low Risk – every 6 months

Photo 1: Wide Angle

Photo 2: Close

26	As NZ001321	Wall To lift shaft and lift lobby walls (Insulating Board)	Lift (Restricted access due to contamination issues) G/011	Low Risk – every 6 months

Photo 1: Wide Angle

Photo 2: Close

27	As NZ001322	Debris/Residue To floor, top of lift and around frame (Insulating Board)	Lift (Restricted access due to contamination issues) G/011	Low Risk – every 6 months

Photo 1: Wide Angle

Photo 2: Close

Photographs of Areas Sampled

28	As NZ001321	Wall To lift shaft and lift lobby (Insulating Board)	Lift Lobby including staircase G/012	Low Risk – every 6 months

Photo 1: Wide Angle

Photo 2: Clos

29	*As NZ001322*	*Debris/Residue To floor (Insulating Board)*	*Lift Lobby including staircase G/012*	*Removed Aug/Sept 24*

Photo 1: Wide Angle

Photo 2: Clos

30	NZ001324	Ceiling To lift lobby (Insulating Board)	Lift Lobby including staircase G/012	Low Risk – every 6 months

Photo 1: Wide Angle

Photo 2: Close

Photographs of Areas Sampled

31	As NZ001321	Wall To lift lobby (Insulating Board)	Room G/013	Low Risk – every 6 months

Photo 1: Wide Angle

Photo 2: Clos

32	NZ001325	Door Beading to frame (Cement)	Plant Room G/014	Very Low Risk – every 12 months

Photo 1: Wide Angle

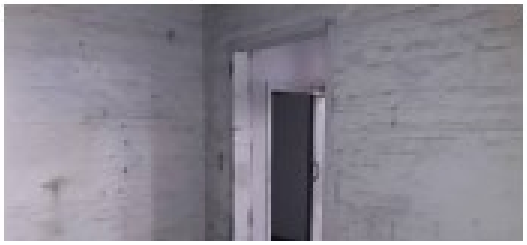


Photo 2: Clos

33	NZ001326	Wall - Vent Lining Panels to mesh (Cement)	Plant Room G/014	No Risk – N/A

Photographs of Areas Sampled

34	NZ001327	Debris/Residue To outer of Ductwork (Thermal Insulation Lagging)	Plant Room G/014	Low Risk – every 6 months

Photo 1: Wide Angle

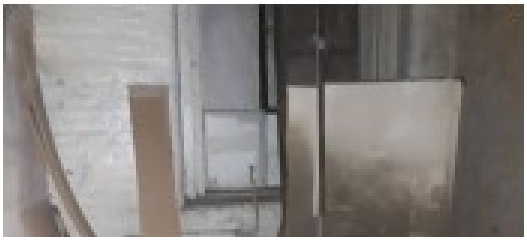


Photo 2: Clos

35	NZ001328	Debris/Residue To inner of Ductwork (Thermal Insulation Lagging)	Plant Room G/014	Low Risk – every 6 months

Photo 1: Wide Angle

Photo 2: Clos

36	NZ001329	Debris/Residue To floor and window Sill around Ductwork (Cement)	Plant Room G/014	Low Risk – every 6 months

Photo 1: Wide Angle

Photo 2: Clos

Photographs of Areas Sampled

37	NZ001330	Debris To floor and window Sill next to Ductwork (Cement)	Plant Room G/014	Very Low Risk – every 12 months

Photo 1: Wide Angle

Photo 2: Close

38	Presumed	Ductwork - Joint(s)	Plant Room G/014	Very Low Risk – every 12 months

Photo 1: Wide Angle

Photo 2: Close

39	NZ001332	Door - Header Panel (Insulating Board)	Room – Large G/015	Low Risk – every 6 months

Photo 1: Wide Angle

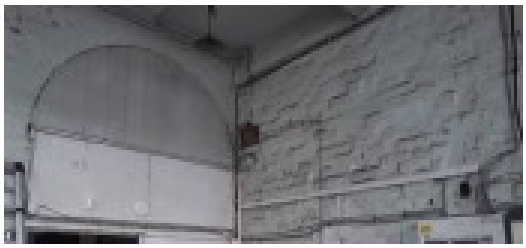
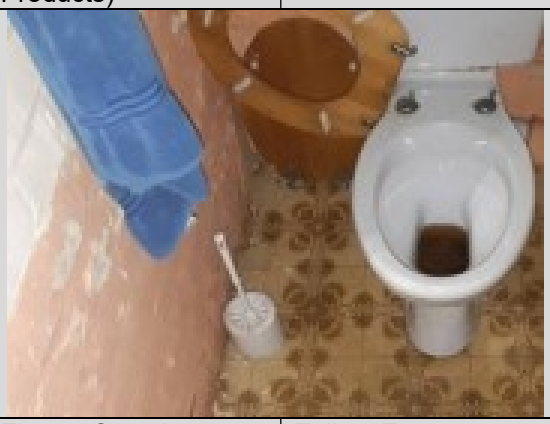
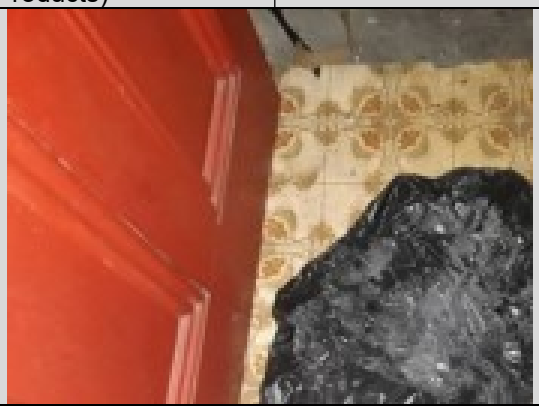


Photo 2: Close

Photographs of Areas Sampled

40	NZ001333	Electrical Services Light switch (Composite Resinous/Reinforced Plastics)	Office G/016	No Risk – N/A
				
41	NZ001334	Floor – Covering (Paper/Card Products)	Toilets G/020	No Risk – N/A
				
42	As NZ001334	Floor – Covering (Paper/Card Products)	Toilets Entrance G/021	No Risk – N/A
				

Photographs of Areas Sampled

43	As NZ001332	Door - Header Panel (Insulating Board)	Staircase/Stairwell G/022	Low Risk – every 6 months

Photo 1: Wide Angle

Photo 2: Clos

44	NZ001335	Wall (Insulating Board)	Landing Including staircase 1/001	Low Risk – every 6 months

Photo 1: Wide Angle

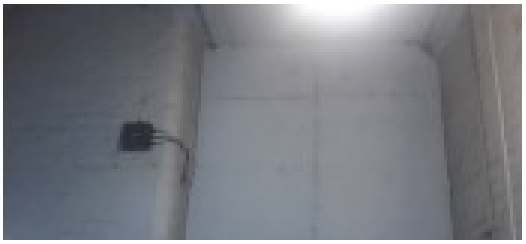


Photo 2: Clos

45	*NZ001336*	*Debris/Residue To floor adjacent lift (Insulating Board)*	*Landing Including staircase 1/001*	*Removed Aug/Sept 24*

Photo 1: Wide Angle

Photo 2: Clos

Photographs of Areas Sampled

46	NZ001337	Door - Frame Infill Pane (Insulating Board)	Landing Including staircase 1/001	Low Risk – every 6 months

Photo 1: Wide Angle

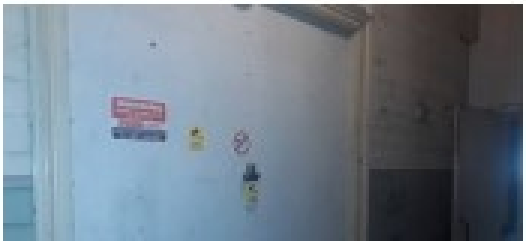
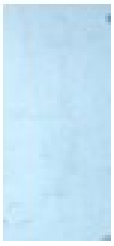


Photo 2: Clos



47	NZ001338	Door - Header Panel (Insulating Board)	Landing Including staircase 1/001	Low Risk – every 6 months

Photo 1: Wide Angle

Photo 2: Close

48	NZ001339	Window - Infill Panel (Insulating Board)	Landing Including staircase 1/001	Low Risk – every 6 months

Photo 1: Wide Angle

Photo 2: Clos

Photographs of Areas Sampled

49	As NZ001335	Wall (Insulating Board)	Lift Lobby 1/002	Low Risk – every 6 months

Photo 1: Wide Angle

Photo 2: Clos

50	*As NZ001336*	*Debris/Residue To floor next to door (Insulating Board)*	*Lift Lobby 1/002*	*Removed Aug/Sept 24*

Photo 1: Wide Angle

Photo 2: Clos

51	As NZ001338	Door - Header Panel to lift (Insulating Board)	Lift Lobby 1/002	Low Risk – every 6 months

Photo 1: Wide Angle

Photo 2: Clos

Photographs of Areas Sampled

52	As NZ001335	Wall To lift shaft and door (Insulating Board)	Room – Large 1/003	Low Risk – every 6 months

Photo 1: Wide Angle

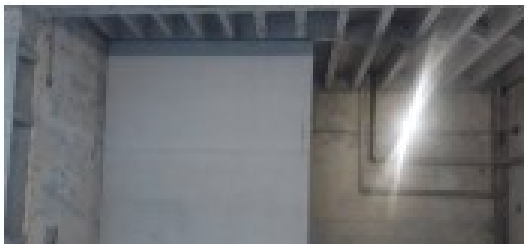
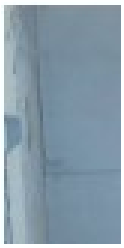


Photo 2: Close



53	*As NZ001336*	*Debris/Residue To floor adjacent lift shaft (Insulating Board)*	*Room – Large 1/003*	*Removed Aug/Sept 24*

Photo 1: Wide Angle

Photo 2: Close

54	As NZ001337	Door - Frame Infill Panel (Insulating Board)	Room – Large 1/003	Low Risk – every 6 months

Photo 1: Wide Angle

Photo 2: Close

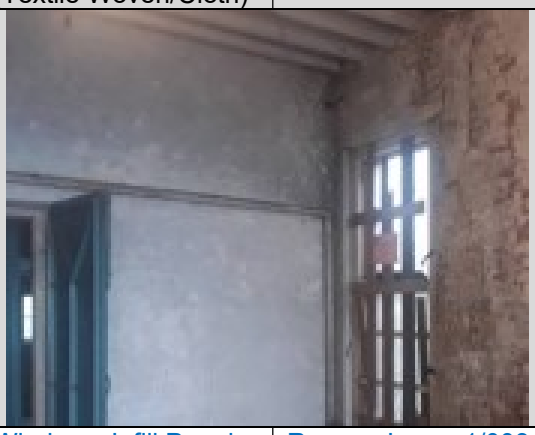
Photographs of Areas Sampled

55	As NZ001338	Door - Header Panel 2 within main area and 1 within corridor to spacecode 1/04 (Insulating Board)	Room – Large 1/003	Low Risk – every 6 months

Photo 1: Wide Angle

Photo 2: Close

56	NZ001340	Window Sash cords (Textile Woven/Cloth)	Room – Large 1/003	No Risk – N/A



57	As NZ001339	Window - Infill Panel (Insulating Board)	Room – Large 1/003	Low Risk – every 6 months

Photo 1: Wide Angle

Photo 2: Close

Photographs of Areas Sampled

58	NZ001341	Ceiling (Cement)	Store Room 1/004	Very Low Risk – every 12 months

Photo 1: Wide Angle

Photo 2: Clos

59	As NZ001335	Wall To doors to stairwell and side panels (Insulating Board)	Room – Large 1/005	Low Risk – every 6 months

Photo 1: Wide Angle

Photo 2: Clos

60	*As NZ001336*	*Debris/Residue To floor adjacent door (Insulating Board)*	*Room – Large 1/005*	*Removed Aug/Sept 24*

Photo 1: Wide Angle

Photo 2: Clos

Photographs of Areas Sampled

61	As NZ001337	Door - Frame Infill Panel (Insulating Board)	Room – Large 1/005	Low Risk – every 6 months

Photo 1: Wide Angle

Photo 2: Close

62	NZ001342	Door - Protection Board To doors on bridge to dance studio (Insulating Board)	Room – Large 1/005	Very Low Risk – 12 monthly

Photo 1: Wide Angle

Photo 2: Close

63	As NZ001335	Wall To doors (Insulating Board)	Hallway/passageway Including staircase to roof 1/006	Low Risk – every 6 months

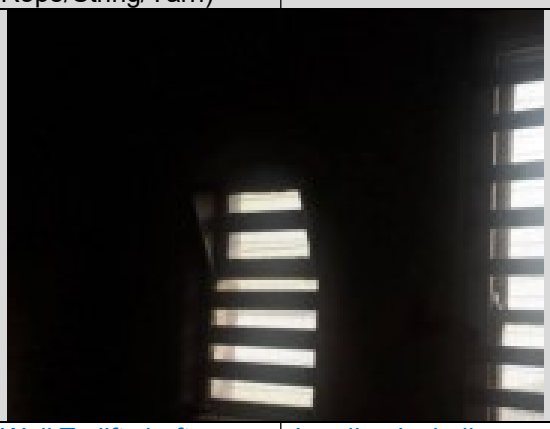
Photo 1: Wide Angle

Photo 2: Close

Photographs of Areas Sampled

64	*As NZ001336*	*Debris/Residue To floor next to door (Insulating Board)*	*Hallway/passageway Including staircase to roof 1/006*	*Removed Aug/Sept 24*
Photo 1: Wide Angle 				**Photo 2:** Close 
65	As NZ001333	Electrical Services Socket (Composite Resinous/Reinforced Plastics)	Hallway/passageway Including staircase to roof 1/006	No Risk – N/A
				
66	NZ001343	Machinery/Mechanical Services Insulation within framework (Insulating Board)	Plant Room 1/008	Low Risk – every 6 months
Photo 1: Wide Angle 				**Photo 2:** Close 

Photographs of Areas Sampled

67	As NZ001340	Window Sash cords (Textile Rope/String/Yarn)	Room 1/009	No Risk – N/A
				
68	As NZ001335	Wall To lift shaft (Insulating Board)	Landing Including staircase 2/001	Low Risk – every 6 months
		Photo 1: Wide Angle 		**Photo 2:** Clos 
69	As NZ001338	Door - Header Panel (Insulating Board)	Landing Including staircase 2/001	Low Risk – every 6 months
		Photo 1: Wide Angle 		**Photo 2:** Clos 

Photographs of Areas Sampled

70	As NZ001346	Roof – Lining (Composite Bitumen)	Landing Including staircase 2/001	No Risk – N/A

71	As NZ001335	Wall To lift shaft (Insulating Board)	Room 2/002	Low Risk – every 6 months

Photo 1: Wide Angle

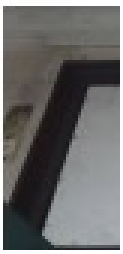
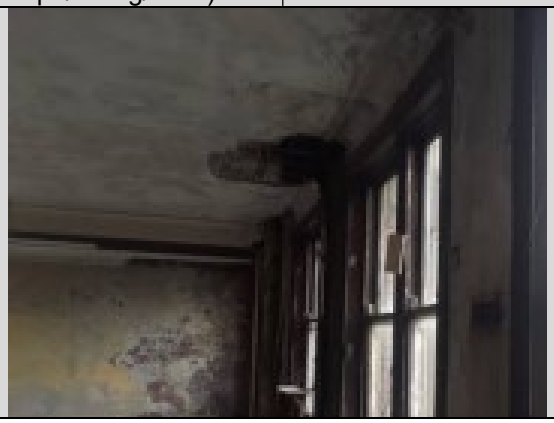
Photo 2: Clos

72	As NZ001338	Door - Header Panel (Insulating Board)	Room 2/002	Low Risk – every 6 months

Photo 1: Wide Angle

Photo 2: Close

Photographs of Areas Sampled

73	As NZ001340	Window Sash cords (Textile Rope/String/Yarn)	Room 2/002	No Risk – N/A
				
74	As NZ001338	Door - Header Panel (Insulating Board)	Room – Large 2/003	Low Risk – every 6 months
Photo 1: Wide Angle  **Photo 2:** Close 				
75	As NZ001340	Window Sash cords (Textile Rope/String/Yarn)	Room – Large 2/003	No Risk – N/A
				

Photographs of Areas Sampled

76	NZ001344	Floor – Covering (Composite Vinyl Tile, Vinyl/Lino with adhesive)	Room – Large 2/003	No Risk – N/A

77	NZ001345	Ceiling (Cement)	Store Room 2/004	Very Low Risk – 12 monthly

Photo 1: Wide Angle

Photo 2: Clos

78	As NZ001338	Door - Header Panel (Insulating Board)	Store Room 2/004	Low Risk – every 6 months

Photo 1: Wide Angle

Photo 2: Clos

Photographs of Areas Sampled

79	NZ001346	Roof – Lining (Composite Bitumen)	Workshop 2/005	No Risk – N/A
				
80	As NZ001320	Window Putty/seal To glass windows and doors	Workshop 2/005	No Risk – N/A
		NO PHOTOGRAPHIC EVIDENCE		
81	As NZ001335	Wall To lift shaft (Insulating Board)	Room - Large Attic 3/001	Low Risk – every 6 months

Photo 1: Wide Angle

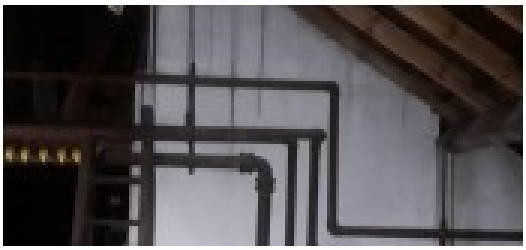


Photo 2: Close

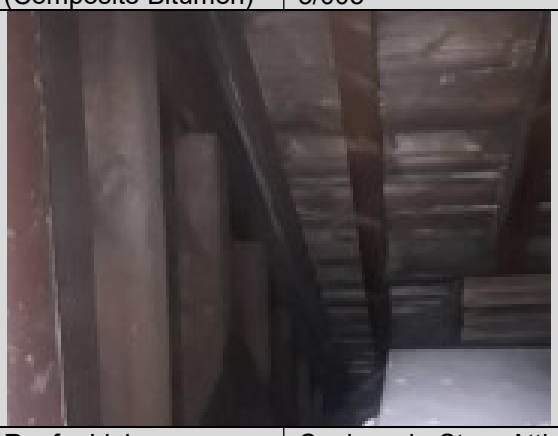
Photographs of Areas Sampled

82	NZ001347	Roof – Lining (Composite Bitumen)	Room - Large Attic 3/001	No Risk – N/A
				
83	As NZ001340	Window Sash cords (Textile Rope/String/Yarn)	Room - Large Attic 3/001	No Risk – N/A
				
84	As NZ001347	Roof – Lining (Composite Bitumen)	Cupboard - Store Attic 3/003	No Risk – N/A
				

Photographs of Areas Sampled

85	As NZ001347	Roof – Lining (Composite Bitumen)	Room - Large Attic 3/004	No Risk – N/A
				
86	As NZ001340	Window Sash cords (Textile Rope/String/Yarn)	Room - Large Attic 3/004	No Risk – N/A
				
87	NZ001348	Debris To table (Cement)	Room - Large Attic 3/004	No Risk – N/A
				

Photographs of Areas Sampled

88	As NZ001347	Roof – Lining (Composite Bitumen)	Cupboard - Store Attic 3/005	No Risk – N/A
				
89	As NZ001347	Roof – Lining (Composite Bitumen)	Cupboard - Store Attic 3/006	No Risk – N/A
				
90	NZ001364	Damp Proof Course (Composite Bitumen)	External E/001	No Risk – N/A
				

Photographs of Areas Sampled

91	NZ001365	Window Putty/seal To Timber infill panels to windows	External E/001	No Risk – N/A
				

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 liasing 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	Wall (Insulating Board)	Large Room Z1/001	Low Risk – every 6 months	19/12/2025			
2	Debris/Residue To pipework and wall adjacent corridor (Thermal Insulation Lagging)	Large Room Z1/001	Low Risk – every 6 months	19/12/2025			
3	*Debris/Residue To floor adjacent corridor (Thermal Insulation Lagging)*	*Large Room Z1/001*	*Low Risk – every 6 months*				*Removed inspection survey J268842*
4	Electrical Services Light switch (Composite Resinous/Reinforced Plastics)	Storage Z1/002	No Risk	N/A	N/A	N/A	N/A
5	Debris/Residue To pipework and wall (Thermal Insulation Lagging)	Corridor Z1/003	Low Risk – every 6 months	19/12/2025			
6	*Debris/Residue To floor adjacent stairwell (Thermal Insulation Lagging)*	*Storage Area Z1/004*	*Low Risk – every 6 months*				*Removed inspection survey J268842*
7	*Debris/Residue To Timber wall adjacent stairwell (Thermal Insulation Lagging)*	*Storage Area Z1/004*	*Low Risk – every 6 months*				*Removed inspection survey J268842*
8	Debris/Residue To brick wall and pipework hangers	Storage Area Z1/004	Low Risk – every 6 months	19/12/2025			

	adjacent stairwell (Thermal Insulation Lagging)						
9	*Debris/Residue To pipework adjacent Timber wall (Thermal Insulation Lagging)*	*Storage Area Z1/004*	*Low Risk – every 6 months*				*Removed inspection survey J268842*
10	Electrical Services Light switch (Composite Resinous/Reinforced Plastics)	Storage Area Z1/004	No Risk	N/A	N/A	N/A	N/A
11	*Debris/Residue To pipework and wall adjacent corridor (Thermal Insulation Lagging)*	*Storage Area Z1/004*	*Low Risk – every 6 months*				*Removed inspection survey J268842*
12	*Debris/Residue To floor adjacent corridor (Thermal Insulation Lagging)*	*Storage Area Z1/004*	*Low Risk – every 6 months*				*Removed inspection survey J268842*
13	Electrical Services Light switch (Composite Resinous/Reinforced Plastics)	Store Room Restricted access due to storage Z1/005	No Risk	N/A	N/A	N/A	N/A
14	Debris/Residue To floor (Thermal Insulation Lagging)	Boiler Room (Restricted access due to contamination issues and storage) Z1/006	Low Risk – every 6 months	19/12/2025			
15	Debris/Residue To walls (Thermal Insulation Lagging)	Boiler Room (Restricted access due to contamination issues and storage) Z1/006	Low Risk – every 6 months	19/12/2025			
16	*Pipework - Insulation To pipework L/H side of room (Thermal*	*Boiler Room (Restricted access due to contamination issues*	*Low Risk – every 6 months*				*Removed inspection survey J268842*

	Insulation Lagging)	*and storage) Z1/006*					
17	*Pipework - Insulation To R/H side pipework (Thermal Insulation Lagging)*	*Boiler Room (Restricted access due to contamination issues and storage) Z1/006*	*Low Risk – every 6 months*				*Removed inspection survey J268842*
18	*Pipework - Insulation To central pipework from boiler (Thermal Insulation Lagging)*	*Boiler Room (Restricted access due to contamination issues and storage) Z1/006*	*Low Risk – every 6 months*				*Removed inspection survey J268842*
19	*Boiler - Lining/Casing Covering full boiler (Thermal Insulation Lagging)*	*Boiler Room (Restricted access due to contamination issues and storage) Z1/006*	*Low Risk – every 6 months*				*Removed inspection survey J268842*
20	Window Putty/seal to glass windows and doors	Entrance Hall/Foyer/Lobby G/001	No Risk	N/A	N/A	N/A	N/A
21	Electrical Services Light switch (Composite Resinous/Reinforced Plastics)	Room G/006	No Risk	N/A	N/A	N/A	N/A
22	*Pipework Gasket(s) (Too deeply recessed to sample)*	*Room G/009*	*Very Low Risk- every 12 months*				*Removed reinspection survey J268842*
23	Wall To lift shaft and lift lobby also above lift lobby ceiling (Insulating Board)	Room – Large G/010	Low Risk – every 6 months	19/12/2025			
24	*Debris/Residue To floor adjacent lift shaft and lift lobby from damaged panels (Insulating Board)*	*Room – Large G/010*	*Low Risk – every 6 months*				*Removed inspection survey J268842*
25	Debris/Residue To top of lift lobby (Insulating Board)	Room – Large G/010	Low Risk – every 6 months	19/12/2025	Passed to Rhodar for attention		
26	Wall To lift shaft and	Lift (Restricted access	Low Risk – every 6	19/12/2025			

	lift lobby walls (Insulating Board)	due to contamination issues) G/011	months				
27	Debris/Residue To floor, top of lift and around frame (Insulating Board)	Lift (Restricted access due to contamination issues) G/011	Low Risk – every 6 months	19/12/2025	Passed to Rhodar for attention		
28	Wall To lift shaft and lift lobby (Insulating Board)	Lift Lobby including staircase G/012	Low Risk – every 6 months	19/12/2025			
29	*Debris/Residue To floor (Insulating Board)*	*Lift Lobby including staircase G/012*	*Low Risk – every 6 months*				*Removed inspection survey J268842*
30	Ceiling To lift lobby (Insulating Board)	Lift Lobby including staircase G/012	Low Risk – every 6 months	19/12/2025			
31	Wall To lift lobby (Insulating Board)	Room G/013	Low Risk – every 6 months	19/12/2025			
32	Door Beading to frame (Cement)	Plant Room G/014	Very Low Risk – every 12 months	19/06/2026			
33	Wall - Vent Lining Panels to mesh (Cement)	Plant Room G/014	No Risk	N/A	N/A	N/A	N/A
34	Debris/Residue To outer of Ductwork (Thermal Insulation Lagging)	Plant Room G/014	Low Risk – every 6 months	19/12/2025	Passed to Rhodar for attention		
35	Debris/Residue To inner of Ductwork (Thermal Insulation Lagging)	Plant Room G/014	Low Risk – every 6 months	19/12/2025	Passed to Rhodar for attention		
36	Debris/Residue To floor and window Sill around Ductwork (Cement)	Plant Room G/014	Low Risk – every 6 months	19/12/2025	Passed to Rhodar for attention		
37	Debris To floor and window Sill next to Ductwork (Cement)	Plant Room G/014	Very Low Risk – every 12 months	19/06/2026	Passed to Rhodar for attention		

38	Ductwork - Joint(s)	Plant Room G/014	Very Low Risk – every 12 months	19/06/2026			
39	Door - Header Panel (Insulating Board)	Room – Large G/015	Low Risk – every 6 months	19/12/2025			
40	Electrical Services Light switch (Composite Resinous/Reinforced Plastics)	Office G/016	No Risk	N/A	N/A	N/A	N/A
41	Floor – Covering (Paper/Card Products)	Toilets G/020	No Risk	N/A	N/A	N/A	N/A
42	Floor – Covering (Paper/Card Products)	Toilets Entrance G/021	No Risk	N/A	N/A	N/A	N/A
43	Door - Header Panel (Insulating Board)	Staircase/Stairwell G/022	Low Risk – every 6 months	19/12/2025			
44	Wall (Insulating Board)	Landing Including staircase 1/001	Low Risk – every 6 months	19/012/2025			
45	*Debris/Residue To floor adjacent lift (Insulating Board)*	*Landing Including staircase 1/001*	*Low Risk – every 6 months*				*Removed inspection survey J268842*
46	Door - Frame Infill Pane (Insulating Board)	Landing Including staircase 1/001	Low Risk – every 6 months	19/12/2025			
47	Door - Header Panel (Insulating Board)	Landing Including staircase 1/001	Low Risk – every 6 months	19/12/2025			
48	Window - Infill Panel (Insulating Board)	Landing Including staircase 1/001	Low Risk – every 6 months	19/12/2025	Passed to Rhodar for attention		
49	Wall (Insulating Board)	Lift Lobby 1/002	Low Risk – every 6 months	19/12/2025			
50	*Debris/Residue To floor next to door (Insulating Board)*	*Lift Lobby 1/002*	*Low Risk – every 6 months*				*Removed inspection survey J268842*
51	Door - Header Panel	Lift Lobby 1/002	Low Risk – every 6	19/12/2025			

	to lift (Insulating Board)		months				
52	Wall To lift shaft and door (Insulating Board)	Room – Large 1/003	Low Risk – every 6 months	19/12/2025	Passed to Rhodar for attention		
53	*Debris/Residue To floor adjacent lift shaft (Insulating Board)*	*Room – Large 1/003*	*Low Risk – every 6 months*				*Removed inspection survey J268842*
54	Door - Frame Infill Panel (Insulating Board)	Room – Large 1/003	Low Risk – every 6 months	19/12/2025			
55	Door - Header Panel 2 within main area and 1 within corridor to spacecode 1/04 (Insulating Board)	Room – Large 1/003	Low Risk – every 6 months	19/12/2025			
56	Window Sash cords (Textile Woven/Cloth)	Room – Large 1/003	No Risk	N/A	N/A	N/A	N/A
57	Window - Infill Panel (Insulating Board)	Room – Large 1/003	Low Risk – every 6 months	19/12/2025			
58	Ceiling (Cement)	Store Room 1/004	Very Low Risk – every 12 months	19/06/2026			
59	Wall To doors to stairwell and side panels (Insulating Board)	Room – Large 1/005	Low Risk – every 6 months	19/12/2025			
60	*Debris/Residue To floor adjacent door (Insulating Board)*	*Room – Large 1/005*	*Low Risk – every 6 months*				*Removed inspection survey J268842*
61	Door - Frame Infill Panel (Insulating Board)	Room – Large 1/005	Low Risk – every 6 months	19/12/2025			
62	Door - Protection Board To doors on bridge to dance studio (Insulating Board)	Room – Large 1/005	Very Low Risk – 12 monthly	19/06/2026			

63	Wall To doors (Insulating Board)	Hallway/passageway Including staircase to roof 1/006	Low Risk – every 6 months	19/12/2025			
64	*Debris/Residue To floor next to door (Insulating Board)*	*Hallway/passageway Including staircase to roof 1/006*	*Low Risk – every 6 months*				*Removed inspection survey J268842*
65	Electrical Services Socket (Composite Resinous/Reinforced Plastics)	Hallway/passageway Including staircase to roof 1/006	No Risk	N/A	N/A	N/A	N/A
66	Machinery/Mechanical Services Insulation within framework (Insulating Board)	Plant Room 1/008	Low Risk – every 6 months	19/12/2025			
67	Window Sash cords (Textile Rope/String/Yarn)	Room 1/009	No Risk	N/A	N/A	N/A	N/A
68	Wall To lift shaft (Insulating Board)	Landing Including staircase 2/001	Low Risk – every 6 months	19/12/2025			
69	Door - Header Panel (Insulating Board)	Landing Including staircase 2/001	Low Risk – every 6 months	19/12/2025			
70	Roof – Lining (Composite Bitumen)	Landing Including staircase 2/001	No Risk	N/A	N/A	N/A	N/A
71	Wall To lift shaft (Insulating Board)	Room 2/002	Low Risk – every 6 months	19/12/2025			
72	Door - Header Panel (Insulating Board)	Room 2/002	Low Risk – every 6 months	19/12/2025			
73	Window Sash cords (Textile Rope/String/Yarn)	Room 2/002	No Risk	N/A	N/A	N/A	N/A
74	Door - Header Panel (Insulating Board)	Room – Large 2/003	Low Risk – every 6 months	19/12/2025			
75	Window Sash cords (Textile Rope/String/Yarn)	Room – Large 2/003	No Risk	N/A	N/A	N/A	N/A
76	Floor – Covering	Room – Large 2/003	No Risk	N/A	N/A	N/A	N/A

	(Composite Vinyl Tile, Vinyl/Lino with adhesive)						
77	Ceiling (Cement)	Store Room 2/004	Very Low Risk – 12 monthly	19/06/2026			
78	Door - Header Panel (Insulating Board)	Store Room 2/004	Low Risk – every 6 months	19/12/2025			
79	Roof – Lining (Composite Bitumen)	Workshop 2/005	No Risk	N/A	N/A	N/A	N/A
80	Window Putty/seal To glass windows and doors	Workshop 2/005	No Risk	N/A	N/A	N/A	N/A
81	Wall To lift shaft (Insulating Board)	Room - Large Attic 3/001	Low Risk – every 6 months	19/12/2025			
82	Roof – Lining (Composite Bitumen)	Room - Large Attic 3/001	No Risk	N/A	N/A	N/A	N/A
83	Window Sash cords (Textile Rope/String/Yarn)	Room - Large Attic 3/001	No Risk	N/A	N/A	N/A	N/A
84	Roof – Lining (Composite Bitumen)	Cupboard - Store Attic 3/003	No Risk	N/A	N/A	N/A	N/A
85	Roof – Lining (Composite Bitumen)	Room - Large Attic 3/004	No Risk	N/A	N/A	N/A	N/A
86	Window Sash cords (Textile Rope/String/Yarn)	Room - Large Attic 3/004	No Risk	N/A	N/A	N/A	N/A
87	Debris To table (Cement)	Room - Large Attic 3/004	No Risk	N/A	N/A	N/A	N/A
88	Roof – Lining (Composite Bitumen)	Cupboard - Store Attic 3/005	No Risk	N/A	N/A	N/A	N/A
89	Roof – Lining (Composite Bitumen)	Cupboard - Store Attic 3/006	No Risk	N/A	N/A	N/A	N/A
90	Damp Proof Course (Composite Bitumen)	External E/001	No Risk	N/A	N/A	N/A	N/A
91	Window Putty/seal To Timber infill panels to	External E/001	No Risk	N/A	N/A	N/A	N/A

	windows						

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:

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