



HUMBERSIDE FIRE AND RESCUE SERVICE

# HEALTH, SAFETY & ENVIRONMENT

---

## ASBESTOS ON SERVICE PREMISES

<b>Owner</b>	<b>Director of Service Improvement</b>
<b>Responsible Person</b>	<b>Head of Health &amp; Safety</b>
<b>Date Written</b>	<b>May 2018</b>
<b>Date of last review</b>	<b>September 2020</b>
<b>Date of next review</b>	<b>September 2022</b>

## CONTENTS

1. Introduction
  - Associated Documents
2. Equality & Inclusion Statement
3. Aims and Objectives
4. Risk Assessment
5. Reducing the Risk
6. Employees Duties
7. Monitor and Review
8. Emergency Procedures

## **1. INTRODUCTION**

Humberside Fire and Rescue Service (HFRS) recognises the hazard posed to health by asbestos and recognises its responsibilities under the Control of Asbestos Regulations 2012.

So far as is reasonably practicable, HFRS will reduce the risk posed to personnel, visitors, and contractors from any asbestos present in its premises.

These arrangements relate to asbestos on HFRS premises and not where encountered at emergency incidents or off-site locations; separate guidance exists for those circumstances within the relevant National Operational Guidance.

### Associated Documents

- Control of Asbestos Regulations 2012
- Management of Health and Safety at Work Regulations 1999

## **2. EQUALITY AND INCLUSION**

HFRS has a legal responsibility under the Equality Act 2010, and a commitment, to ensure it does not discriminate either directly or indirectly in any of its functions and services nor in its treatment of staff, in relation to race, sex, disability, sexual orientation, age, pregnancy and maternity, religion and belief, gender reassignment or marriage and civil partnership. It also has a duty to make reasonable adjustments for disabled applicants, employees and service users.

## **3. AIMS AND OBJECTIVES**

To provide and maintain formal planning and implementing arrangements to control the risks from asbestos, taking account of specific legal issues relevant to the Service. Ensuring we have suitable and sufficient risk control systems in place to minimise the hazards and risks associated with asbestos.

## **4. RISK ASSESSMENT**

Humberside Fire and Rescue Service employs competent external contractors to carry out Asbestos Management Surveys of its premises.

A comprehensive survey report produced for each HFRS site includes an assessment of the risk posed from asbestos. This risk is described as high, medium, low or very low. These reports are kept by the Joint Estates Service (JES).

A survey summary sheet is maintained by the JES and issued to each site for inclusion in the Visitor's and Contractors Book (Section 2) to be made available to visiting contractors.

## **5. REDUCING THE RISK**

Asbestos present on Service premises that has been assessed as high or medium risk by competent external contractors will be subject to abatement works which can include removal, encapsulation, minor repairs and/or environmental cleans.

As asbestos abatement work is completed, updated summary sheets will be issued to the premises concerned and published on the Service Intranet by the JES.

Asbestos that is encapsulated will be marked with suitable warning

It is extremely important that any asbestos containing material is not damaged.

When premises improvement or repair works are carried out they should be carefully controlled by the JES. Even though a Management Survey has been undertaken, all asbestos on site may not have been discovered or identified; therefore, for any works affecting the structure or fabric of the site where materials are suspected of containing asbestos, or are of unknown construction, a more intrusive inspection called a Refurbishment and Demolition Survey will be required. Whenever the presence of asbestos is suspected, further advice must be sought from the JES.

Any contractors should be informed of the location of asbestos prior to work commencing to avoid damaging/disturbing it. If the works involve the disturbance/removal of asbestos, this work will be completed by an HSE licensed asbestos contractor.

Any discovery/removal of asbestos containing materials on an HFRS premise will be communicated by the JES to the affected premise to ensure up to date information is available to operational crews in the event of an emergency on the premises e.g.

## **6. EMPLOYEES DUTIES**

Regulation 14 of Management of Health and Safety at Work Regulations 1999 places the following duties on all employees:

- Using the equipment, safe systems of work and procedures provided by the Service in accordance with training and instruction given.
- Informing their line manager without delay of any situation which may present a serious and imminent danger.
- Notifying their line manager of any shortcoming in the health and safety arrangements.

## **7. MONITOR AND REVIEW**

Annual reviews of the asbestos surveys will be co-ordinated by the JES and undertaken by competent external asbestos contractors to ensure information remains up to date. This involves conducting re-inspections of sites known/suspected to have asbestos containing materials present.

**HEALTH, SAFETY & ENVIRONMENT  
ASBESTOS ON SERVICE PREMISES**

These re-inspections should confirm the integrity of any encapsulation and ensure that the asbestos has not been damaged or compromised by any improvement or repair works. It should also ensure that relevant signs are in place.

Abatement works may result from these

The overall strategy of asbestos management will be reviewed considering new information or legislation or at any other time deemed necessary.

**8. EMERGENCY PROCEDURES**

In the event of an unplanned release of asbestos on an HFRS premises, the affected person(s) must remove themselves from the hazard area immediately.

The person(s) must ensure as far as reasonably practicable that they do not contaminate any other piece of equipment, building or another person.

The affected person (or one of the affected persons) must inform the responsible person of the site immediately (or the JES where there is no responsible person on site e.g. On-Call station). Procedures for minimising exposure/ further contamination will be implemented immediately.

If this event is out of office hours Fire Service Control should be contacted directly by the affected person.

The area must be isolated where possible and access prohibited until authorisation to re-enter is given by the Health, Safety and Environment Section. This will be given only after confirmation from a competent asbestos contractor that the area is deemed suitable for normal occupation.

Any unplanned release of asbestos on HFRS premises must be reported as an accident on the Service's online Health and Safety Accident Reporting System.

**If you require further guidance / information on this document, please contact  
the Health, Safety & Environment Team**