

SOP – Asbestos (Non-friable) Removal

This SOP may not cover all possible hazards and risks associated with this equipment and should be referred to as a control measure in the risk assessment process.

Other SOP may also apply to this task, select other SOP as appropriate. Site and task may change required PPE.

PERSONAL PROTECTIVE EQUIPMENT

You must wear this personal protective equipment when doing this task

						
Suits	Eye	Gloves	Hardhat	P2 Mask	Safety boots	Safety

OTHER SIGNAGE



POTENTIAL HAZARDS ASSOCIATED WITH RISKS

Recurring Hazards	Construction work
Asbestos in the workplace	Environment
Damage to Property	Outdoor work
Public areas	Hazardous Chemicals
Heights	Utilities & Services
Electrical	Plant & equipment
Tools	

Training Required:

- ✓ Construction Industry General Induction
- ✓ Site Induction
- ✓ Task induction
- ✓ CPCDE3014
- ✓ Manual Handling

Licence or VOC Required: Yes

Work under Company A or B class Licence

Pre-Operational Safety Checks:

- ✓ Complete site-specific risk assessment
- ✓ Workers trained & Competent
- ✓ Complete visual Machine pre-start checklist
- ✓ Be familiar with plant operations and controls
- ✓ Machines serviced to specification

- ✓ Machine guarding in place
- ✓ Current electrical test & tag
- ✓ Check all electrical leads for damage
- ✓ Electrical leads positioned to prevent damage
- ✓ Use electrical earth leakage unit
- ✓ Services isolated
- ✓ Public is protected
- ✓ Property is protected
- ✓ Control measures have been implemented
- ✓ It is safe to proceed

Consultation

- ✓ SWMS has been reviewed
- ✓ Site induction completed
- ✓ Toolbox talk held



WHIRLIGIG COMPLIANCE

✓ Discussed with other PCBU

- ✓ Notify neighbours
- ✓ Notify regulator
- ✓ Potential emergencies considered

Tools & equipment required

- ✓ 200-micron plastic Asbestos bags Chisel
- ✓ Decontamination unit - 3 stage
- ✓ Glue
- ✓ Hammer
- ✓ Hazibags
- ✓ Knife - Box cutter
- ✓ Negative Pressure Unit
- ✓ punch
- ✓ Shovels
- ✓ Smoke test machine
- ✓ Spray bottle
- ✓ Tape
- ✓ Wastewater management
- ✓ Wrecking bar

Operating Procedures / Methodology:

Planning & Preparation

- ✓ Obtain Manufacturer's instructions
- ✓ Conduct a task specific Risk Assessment
- ✓ Complete ARCP
- ✓ I have all the tools and materials required
- ✓ I understand the instructions on the task
- ✓ Ensure adequate lighting
- ✓ Establish Enclosure with 3 stage Decon unit
- ✓ Attach negative pressure unit
- ✓ Attach wastewater management
- ✓ Test all equipment
- ✓ Arrange air-monitoring
- ✓ Location of asbestos is identified
- ✓ Commencement of work authorised

Doing

- ✓ Use in accordance with Manufacturer's Instructions
- ✓ All nominated control measures are used
- ✓ Follow SWMS, SOP and Risk Assessment
- ✓ Ensure clear pathway to exit
- ✓ Put on PPE including P3 Supplied air mask
- ✓ Enter the work area
- ✓ AVOID using mechanical removal
- ✓ Minimize creation of dust

Ending Operations / Housekeeping:

- ✓ Allow plant to cool before maintenance
- ✓ Report plant defects found during use
- ✓ Conduct Basic clean of machine
- ✓ Return all tools and equipment
- ✓ Waste is recycled or disposed of

- ✓ Decontamination of work area
- ✓ Decontamination of workers
- ✓ Decontamination of tools and equipment
- ✓ Ensure dust does not escape work area
- ✓ All waste is to be bagged or wrapped as asbestos waste
- ✓ Complete waste tracking documents
- ✓ Pack away all equipment
- ✓ Transport ACM waste to EPA registered dump
- ✓ Remove enclosures
- ✓ Remove exclusion zones
- ✓ Check site is clean
- ✓ Obtain Clearance certificate
- ✓ Remove fences and signage
- ✓ Handover site to client
- ✓ Store non-disposable PPE to prevent damage
- ✓ Report to your Supervisor

Monitor & Review Process

- ✓ If unsafe STOP, review get approval
- ✓ Supervisor to check all activities
- ✓ Task MUST be completed as per SOP
- ✓ Report to your Supervisor if unsure

DO NOT!

- ✗ **Use if plant is faulty. Tag-out and report fault to your supervisor**
- ✗ **Alter this SOP without Management approval**

Applicable Legislation / Standards:

- ✓ WH&S Act & Regulations

Codes of Practice –

[First aid in the workplace](#)

[Work health and safety consultation, co-operation and co-ordination](#)

[Managing noise and preventing hearing loss at work](#)

[How to manage and control asbestos in the workplace](#)

[How to manage work health and safety risks](#)

[Hazardous manual tasks](#)

[Managing the work environment and facilities](#)

[Manual tasks involving the handling of people](#)

[Managing the risk of falls at workplaces](#)

[How to safely remove asbestos](#)



**WHIRLIGIG
COMPLIANCE**

Safe work procedure approved by:

Refer to Company Implementation Folder for signed documents

Worker sign-off

Refer to Worker's induction file for signed documents