

School Asbestos Works Log sheet

School Advice Note

This log must be completed and signed by all operatives who are about to carry out work involving interference with the building.

Refer to SCC Control of Asbestos Policy for further guidance on compliance with the Control of Asbestos Regulations

Please read and sign the works log sheet;

1. I am asbestos awareness trained and have attended full or refresher training within the last twelve months.
2. I will not carry out any work without assessing the asbestos information provided in full.
3. Unless informed otherwise I will assume that the asbestos information provided is based on a *management survey* and I understand its limitations. If my activities are non-routine and likely to disturb concealed materials I will not proceed until I am satisfied that a *refurbishment and demolition survey* has been completed and I have assessed its findings.
4. I understand that asbestos may be present, in the locations reported and there is the opportunity for further asbestos to be present in the buildings.
5. I will not proceed with any work if I suspect my activities will cause an uncontrolled disturbance of asbestos.
6. If any known or suspected asbestos containing materials are accidentally disturbed as a result of my activities I will stop work immediately and report this to the building manager.
7. If I encounter any suspected asbestos which have not been reported I will report this to the building manager
8. I will only undertake tasks on asbestos containing materials;
 - a. if a suitable and sufficient risk assessment is completed
 - b. in accordance with a suitable plan of work and
 - c. if I am adequately trained to undertake that plan of work.

The *responsible person* must ensure the asbestos information being provided is full and current.

Contractor/other (print name)	Name of firm/Company (if relevant)	Signature	Date