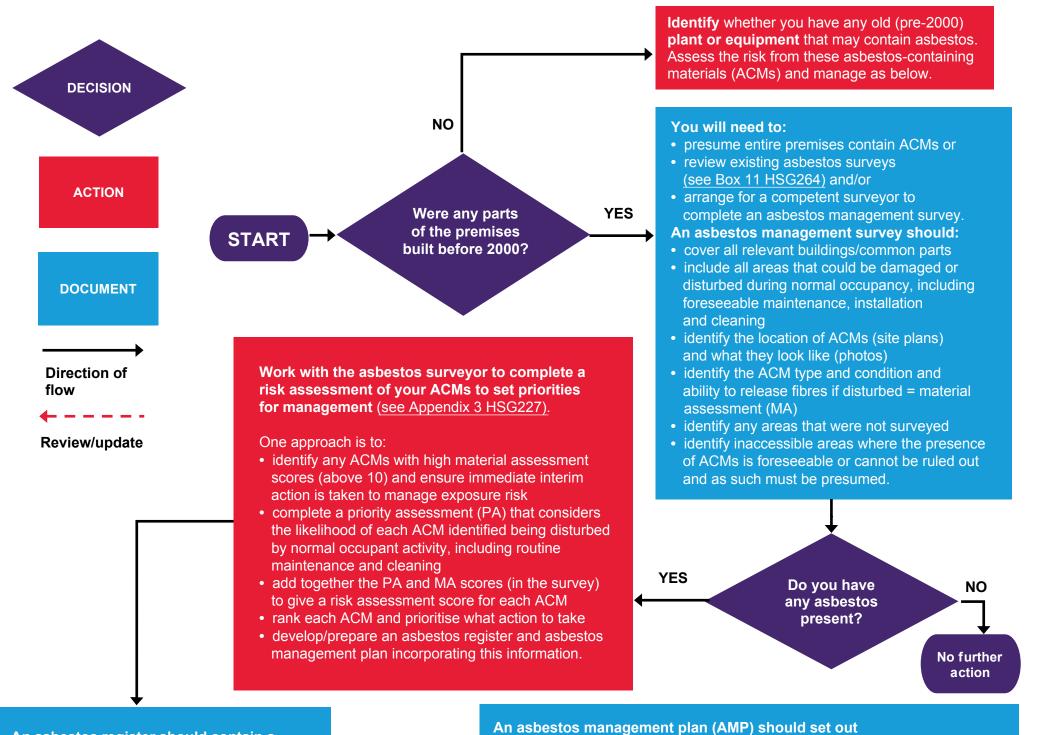
## Asbestos: Duty to manage (DTM) flow chart



An asbestos register should contain a summary of:

- all confirmed/strongly presumed/presumed ACMs identified in the survey
- areas not captured by the survey that by default must be presumed to contain asbestos eg no access, caveats
- the condition, surface treatment (this provides a baseline for ongoing condition monitoring)

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action(s)

- the risk assessment combined ACM properties (MA) and likelihood of disturbance (PA) – and agreed time-based
  - · emergency procedures to be actioned in the event of accidental or inadvertent disturbance of ACMs

· arrangements for monitoring/reviewing the AMP effectiveness,

which should take place every 12 months or if triggered by actions below.

(see paragraphs 78-90 and Table 1 HSG227):

and extent of their role and responsibility

· training needs for all relevant personnel

• the individual(s) or organisation(s) identified as the duty holder(s)

for specified roles in ACM management eg responsible person

maintenance work, including the management of contractors

arrangements for the ongoing condition monitoring of ACMs

• procedures eg permit to work for controlling routine and responsive

· work that would trigger the need for a further survey eg refurbishment

• named individuals (and/or organisations) with delegated responsibility

Take **all** the following **actions** consistent with your asbestos management plan (see Appendix 5 HSG227)

Remove, repair or protect ACMs that are in poor condition or likely to be disturbed or damaged through foreseeable activities. Ensure this work is completed by someone trained and competent to carry out licensable work, notifiable non-licensed work (NNLW), or non licensable work, as appropriate.

**Complete a periodic** condition assessment of known/strongly presumed ACMs. Consider changes in in building use/occupancy/ refurbishment plans.

**UPDATE** asbestos risk register and risk assessment with the findings and review the ongoing management action.

Provide suitable training and/or information to all personnel with responsibilities for asbestos management and those liable to foreseeably disturb asbestos eg maintenance (see L143 paragraphs 137,147 and 225-236). **REVIEW AMP** when there is a change in personnel.

**Develop robust management arrangements** to assess and control the risk from ACMs during maintenance, refurbishment work, etc to ensure:

 information on ACMs is provided and the implications are considered eg work won't disturb ACMs, the work on ACMs is licensed or non-licensed

(see asbestos essentials sheet A0)

- the need for any further survey work is identified before work starts
- work is planned and monitored (consider a permit to work)
- the work area can be safely reoccupied.

**UPDATE** asbestos register where new information becomes available eg refurb surveys. REVIEW AMP in the event of ACMs being inadvertently disturbed.

UPDATE asbestos register.

The flow chart was developed by the Asbestos Network, a Health and Safety Executive (HSE)-chaired stakeholder working group that brings together asbestos industry bodies, clients, trade unions, IOSH and regulators. The flow chart was developed to help those that have a duty to manage the asbestos in properties with a simple guide to the steps they need to take to comply with the law and prevent harm from asbestos.