

2.15 ASBESTOS MANAGEMENT POLICY

2.15.1 Purpose

The purpose of this policy is to outline PLH policy and procedure for the management of asbestos, including the handling and removal of asbestos, in regards to the PLH Housing Portfolio. This policy is to be read in conjunction with the PLH Asbestos Management Plan – Residential Housing Property Portfolio.

The PLH Board has overall responsibility for work health and safety under WHS legislation. The Board is responsible for approving this policy and the Asbestos Management Plan and ensuring its implementation and on-going operation.

The policy provides methods for the management of asbestos containing materials in regards to the PLH Residential Housing Property Portfolio where to achieve the best outcome for our financial future within the parameters of PLH's mission statement.

2.15.2 Policy

Many of the properties managed by PLH contain asbestos materials. It is necessary to implement a management plan to ensure that exposure to *in situ* asbestos containing materials is minimised. The Asbestos Management Plan describes the systems for managing, monitoring, and maintaining *in situ* asbestos containing materials.

The success of any Management Plan and hazard control strategy where asbestos containing materials remain *in situ*, is contingent on the ability to ensure they remain undisturbed, are stable, and are maintained in good condition.

The principal elements of managing the risks of Asbestos Containing Materials in workplaces are:

- identify asbestos containing materials in the workplace that may present an asbestos related health risk;
- assess the risks associated with asbestos containing materials;
- introduce control measures to minimise, as far as practicable, disturbance of and exposure to the asbestos containing materials;
- ensure all staff and contractors get the appropriate training;
- review the control measures on a periodic basis to ensure they are effective.

All work on PLH properties regarding the management of asbestos handling and removing shall be in accordance with all relevant State Acts, Regulations, Codes of Practice and industry standards.

The purpose of the Asbestos Management Plan is to minimise the exposure to the asbestos containing materials for all PLH staff, tenants and contractors and the public, through the development and implementation of the management systems outlined in the plan.

To achieve this objective, the plan specifies work practices and procedures to:

- identify the asbestos containing materials and record appropriate information;
- assess the risks posed by the asbestos containing materials to staff, tenants and contractors;
- develop and implement suitable hazard control strategies;
- prioritise remedial works;
- minimise the risk of inadvertent or accidental disturbance to the asbestos containing

materials;

- maintain the asbestos containing materials in a stable condition; and
- conduct periodical inspections of the asbestos containing materials to monitor their condition.

The hazard control strategies specified are based on the current industry knowledge and occupational hygiene best practice.

2.15.3 Procedure

Safe Management of Asbestos Containing Materials

In addition to the PLH Health and Safety Policy, the following section outlines the additional policy objectives for the safe management of asbestos containing materials.

- PLH consider that any disturbance to asbestos-cement or other materials containing asbestos, in its residential properties is a potential health risk.
- Asbestos and material containing asbestos are recognised as hazardous substances. PLH staff and contractors are to assume that all PLH managed properties constructed on or before 1987 may contain asbestos material.
- PLH tenants, staff and contractors have a responsibility to report potential asbestos hazards in PLH managed residential properties when they become aware of them.
- PLH will investigate reports of property damage which may contain asbestos materials, manage its actions in working with asbestos cement sheeting and other asbestos containing material and take reasonable, timely and practical actions to protect the health of all parties involved.
- PLH will investigate complaints of unsafe work practices by contractors handling asbestos-cement material.
- Asbestos-containing materials to remain in situ will be maintained in a good and stable condition and inspected periodically. These materials will be removed as required due to damage/deterioration, or for refurbishment or demolition of the structures in which they are used.
- PLH will provide information and training to all staff to promote an awareness of: (i) the risks associated with asbestos materials, and (ii) the Asbestos Management Plan – Residential Housing Property Portfolio.
- PLH will require contractors to be appropriately licensed and undertake appropriate training if handling asbestos cement material or other materials containing asbestos.
- PLH will require contractors to use safe work methods and appropriate supervision of work in compliance with relevant legislation, Australian Standards, Codes of Practice, and WHS best practice.
- Periodic reviews of the Asbestos Risk Management Plan will be performed to ensure it remains relevant and effective.
- The Asbestos Management Plan – Residential Housing Property Portfolio applies to all PLH managed property without exception.

Health, Safety & Environment Policy

PLH is committed to ensuring the health and safety of all employees, tenants and contractors. This commitment is documented in the following policy and appendices:

1. *Human Resources Management and Workplace Health and Safety Policy* (located on P Drive).
2. *7.A A Workplace Health and Safety Consultation Statement*
3. *7.B Safe Work Practices*

The Asbestos Management Plan has been developed in the context of complying with the obligations established in the *Human Resources Management and Workplace Health and Safety Policy* and the legislative obligations, and using the principles outlined in Australian Standard AS 31000:2009 Risk Management – Principles and Guidelines.

2.15.4 General Requirements

The Work Health and Safety Act 2011 and subordinate regulations are administered by the WorkCover Authority NSW. The Act and associated Regulations outline the responsibilities of PCBUs for the identification, management, and control of workplace occupational health and safety risks, including asbestos containing materials.

As a PCBU, PLH acknowledges its legal obligation under the NSW Work Health and Safety Act 2011, to ensure the health and safety of workers and others persons entering sites managed by PLH.

In this context, the Asbestos Management Plan has, in part, been developed to address PLH legal obligation under the NSW Work Health and Safety legislation. It is noted that the primary reason for the development of the Management Plan, is to ensure the health and safety of all users of PLH properties with respect to asbestos containing materials. The Management Plan is a working document specifically designed to effectively manage and minimise risks of exposure to asbestos for personnel working on or visiting the properties in the PLH portfolio.

The Asbestos Management Plan includes provisions for:

- Identification of asbestos containing materials
- Recording of information relating to the location and condition of asbestos containing materials
- Qualitative risk assessments
- Hazard control (risk management) strategies
- Administrative systems
- Periodical Re-inspections and updating of the risk assessments
- Operations and Maintenance Systems
- Unexpected finds protocols and emergency response procedures
- Communication and consultation
- Training programmes
- Labelling
- Procedures and safe systems of work