

# DNA Electrical Asbestos Policy

Updated: 13<sup>th</sup> September 2019 refer Health & Safety at Work (Asbestos) Regulations 2016

## Types of Asbestos & Restrictions

### Restrictions & license requirements

Asbestos is referred to as “friable” or “non-friable”.

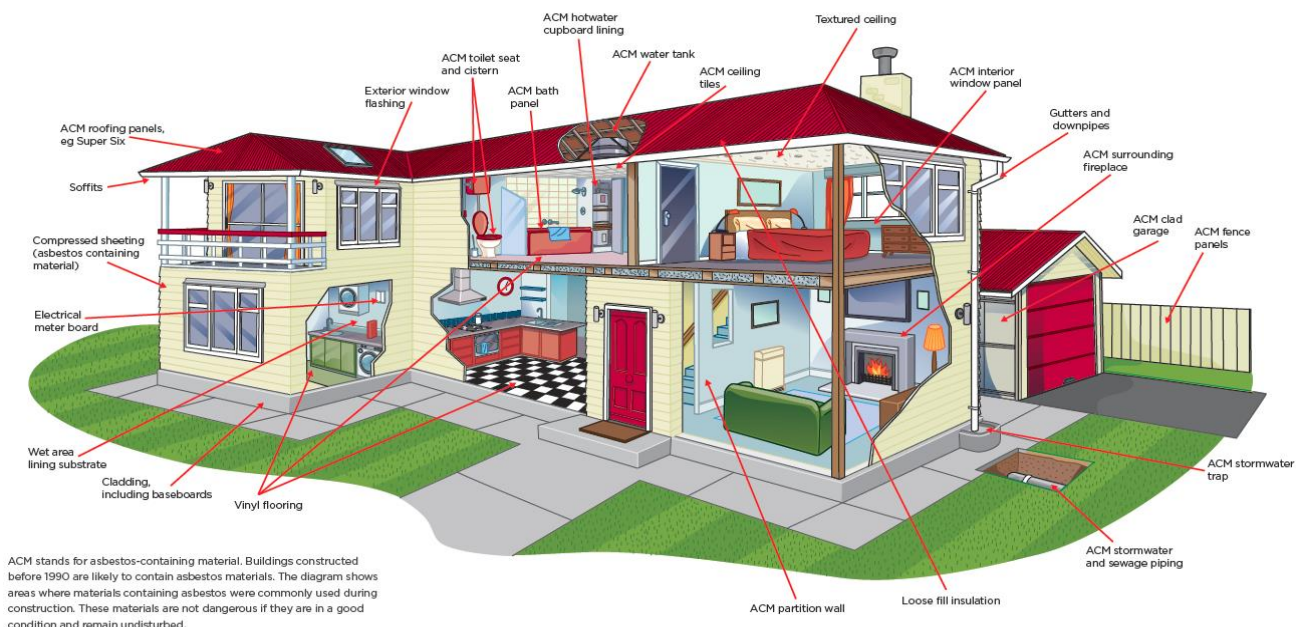
- Friable means asbestos in a power form or able to be crumbled, pulverised, or reduced to a powder by hand pressure when dry
- Non-Friable means asbestos that is not in a powder or cannot be crumbled, pulverised, or reduced to powder by hand pressure when dry
- **Any form of Asbestos that is fire damaged is Friable and MUST NOT be handled by anyone who is not licenced to work with Asbestos**

### Are we able to work with Asbestos?

- Yes we can remove some types of Asbestos without a licence, but there are restrictions;
  - o We can remove **up to and including 10m<sup>2</sup> of non-friable** asbestos or asbestos-containing material (ACM)
    - There is no need to notify WorkSafe of this work taking place
  - o We can remove Asbestos contaminated dust or debris (ACD) that is associated with removing 10m<sup>2</sup> or less of **non-friable** asbestos or ACM and any associated minor asbestos contaminated dust or debris
    - There is no need to notify WorkSafe of this work taking place
- You must be licenced to work with any amount of Friable asbestos or ACM or ACD
- You must be licenced to work with more than 10m<sup>2</sup> of non-friable asbestos or ACM or ACD

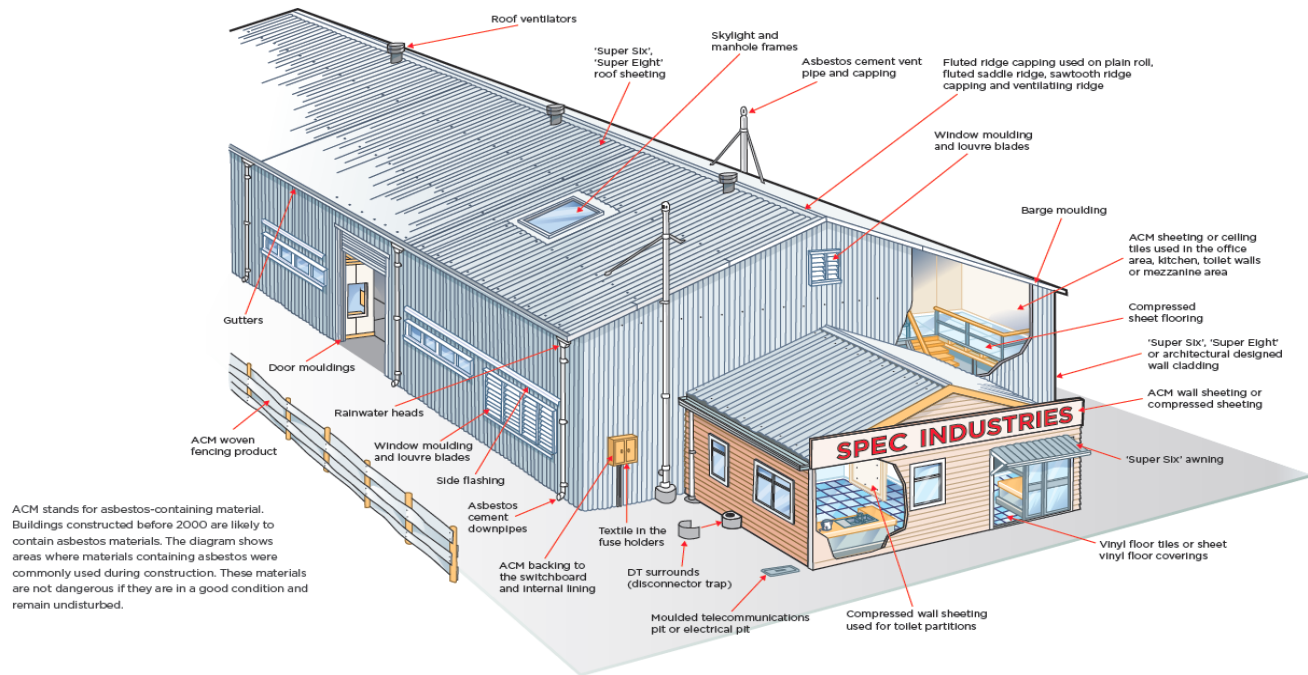
## WHERE ASBESTOS CAN BE FOUND IN A NEW ZEALAND RESIDENTIAL HOUSE

[www.business.govt.nz/worksafe/asbestos](http://www.business.govt.nz/worksafe/asbestos)



# WHERE ASBESTOS CAN BE FOUND IN A NEW ZEALAND INDUSTRIAL BUILDING

[www.business.govt.nz/worksafe/asbestos](http://www.business.govt.nz/worksafe/asbestos)



## Fibrolite (Asbestos Cement)

Fibrolite (Asbestos Cement) is a form of **“non-friable”** asbestos (refer definition of non-friable previous). This is most commonly found on exterior soffits of houses built prior to 1985. See image below for distinction between Hardiflex (not ACM) and Asbestos Fibrolite. *We can work with this if it is still in a “non-friable” state, and as per restrictions on page 1, and if we follow the safe work procedures in this document.*





## Textured Ceilings

Textured ceilings are a “friable” type of asbestos. We cannot under any circumstances work on these types of ceilings. They can be crumbled under hand pressure. These must be removed by a licensed contractor. **Do not even remove fittings from this type of ceiling.** Isolate power at the switch or switchboard as appropriate to ensure safe work practices for Asbestos removal experts. Refer image below



## Switchboard panels/backings/enclosures

The asbestos containing material within a switchboard is generally asbestos cement sheet so in its undisturbed state is **non-friable** type. See images below to assist identifying switchboards containing asbestos materials. *We can work with this if it is still in a “non-friable” state, and as per restrictions on page 1, and if we follow the safe work procedures in this document.*



## What to do if I encounter Asbestos Containing Material (ACM) on site?

- 1) Stop works
- 2) Contact the DNA Electrical Project Manager and advise
- 3) DNA Electrical Project Manager (or electrician on site – Project manager to decide) will advise the Property owner or lead contractor
  - a. If the ACM is non-friable type and we will need to remove less than 10m<sup>2</sup>

- i. Project Manager is to liaise with client regarding the additional costs to be incurred due to us having to remove asbestos (refer charges at end of this policy) and get their approval prior to works commencing.
  1. If they do not approve the additional charges then advise the client we will not be completing the works that require the ACM to be removed. If the property owner chooses to remove the ACM themselves that is their choice.
  - ii. Once approval for additional costs is obtained you must follow the process in this policy to remove the ACM and ACD associated with this
- b. If ACM (or ACD associated) is friable or is non-friable but more than 10m<sup>2</sup> it is to be removed by a licenced asbestos removal contractor. To be engaged by the lead contractor or homeowner to remove the asbestos before we can carry out the effected works.

### **Process to follow where we can remove asbestos without a license, as per page 1 of this policy**

#### **Required PPE if removing asbestos as per the restrictions on page 1 of this policy**

- Disposable overalls
- P2 mask/respirator
- Water spray bottle, or customers water hose if available
- Vaseline (for switchboards)
- 2x 250 microgram Polythene; special Asbestos Disposal Bag
- Duct tape (needs to be purchased from Bunnings by raising order number against appropriate job)
- Dust bowl catcher attachment for drill to go over holesaw
- Safety Goggles
- Disposable Gloves
- “Booties” (disposable cover to go over work boots)

Each van is equipped with a dust bowl catcher, as well as water spray bottles, disposable overalls, P2 masks, disposable gloves and Safety goggles. It is your responsibility to ensure your van PPE is kept up to date.

Important note re P2 Masks: DNA Electrical will supply disposable P2 masks as PPE for all vehicles as well as 1x half face respirator for each tool based employee. DNA Electrical will supply the P2 grade filters and refils. If the employee loses their half face respirator they will need to supply their own replacement.. Facial hair can affect the masks ability to form a tight seal around the face. It is best that men are clean-shaven when wearing these masks. The alternative is a full-face powered respirator which is not reasonably practicable for the work we do.

### **Process**

1. Two staff members required
2. Put on all personal protective equipment (PPE) as per this policy.
3. Spray area where you are going to cut water **prior to cutting**. If drilling an old Asbestos Containing switchboard place a blob of Vaseline where you need to drill.
4. Ensure you use dust catcher attachment on holesaw when cutting the hole. Spray the area you are cutting with water **during cutting, and immediately on completion of cutting** to minimise dust.

5. Place all asbestos-containing material (ACM) and asbestos-contaminated debris, dust bowl catcher, and dust, in the special Disposal Bag or Polythene and spray again with the water. Commence wrap up using the PVC Duct tape and polythene disposal bag. Once ACM, Dust, Debris, disposable overalls, and anything with ACM dust/debris on it (including dust bowl catcher) is in the disposal bag seal it with duct tape. Lastly remove your dust mask and place within a second disposal bag. This bag will be used to double bag their main ACM containing bag. The parcel must be double wrapped
6. Make sure the PVC disposal parcel is marked clearly as containing Asbestos
7. The asbestos containing rubbish must be disposed of at a licenced landfill facility. ATL Group do a hazardous waste collection. <https://www.atlgroup.co.nz/services/asbestos/asbestos-disposal/>

### **Additional Charges/Costs to advise client**

Below are the additional charges that DNA Electrical will levy where we are able to remove ACM. A kitset has been created within SmartTrade that can be updated as necessary to advise the client ***“Asbestos removal & collection. Non-friable type asbestos < 10sqm”***.

#### **Time**

- Labour Rate.
  - All time spent on site that is additional to that would have been required had there been no ACM will be charged at the staff members hourly charge out rate.
    - This will include a second staff member as there must be two staff members present to remove ACM to ensure the dust minimization process can be followed.
  - Plus time spent sourcing required PPE not usually held in vehicle (Polythene and duct tape)
  - Plus time spent disposing of ACM in special facility

#### **Materials & Disposal**

- Dust Bowl Catcher. This cannot be reused and will need to be charged out at \$70+gst
- PPE. Overalls, dust masks or filters, gloves, boot covers. \$100+gst
- Disposal Bag/Polythene. The bags are \$10+gst each, due to double wrapping two much be charged, so \$20+gst total
- Duct Tape. A roll of tape needs to be purchased. Charged at \$20+gst per roll
- Disposal. All ACM needs to be disposed on in a specialist facility. ATL Group offer a collection service from our warehouse. Accurate quotes can be gained from the link below, however looking at approximately \$275 +gst. <https://www.atlgroup.co.nz/services/asbestos/asbestos-disposal/>