# PLIMMERTON BOATING CLUB REMOVAL OF ASBESTOS SHEETS

## Safe Work Method Statement 001 – Asbestos Sheet Removal (over 200m²)

**Office Location:** 3 Ratanui Road, Paraparaumu  
**Prepared by:** Scott Kreyl – AAA Roofing (Wgtn) Ltd  
**Date:** / /  
**Approved by:** General Manager of AAA Roofing (Wgtn) Ltd  
**Name:** Ray Lucas  
**Signed off:** ____________________  
**Date:** ____/____/_____

### Description of Activity:
- **Task:** Removal of Asbestos Cement Sheeting (In compliance with WorkSafe & NZ standards).
- **Period of Work at this site:** from 22/03/2016 to 30/03/2016
  - **Work Site/ Project Depot:** Plimmerton Boating Club

### Procedure (in steps):

<table>
<thead>
<tr>
<th>Procedure (in steps):</th>
<th>Possible Hazards:</th>
<th>Risk Score</th>
<th>Safety Controls:</th>
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<tbody>
<tr>
<td>Workers to enter site</td>
<td>Potential exposure to asbestos, and various other construction-related hazards</td>
<td>High to Low</td>
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</table>
  - All workers on site to have undergone AAA Roofing Induction procedure and then site induction procedure.  
  - All workers on site to be authorised and under the supervision of the Principle Contractor (AAA Roofing).  
  - All workers on site to be issued with required PPE. |
| Providing general work facilities for all workers | Various  
  - Lack of amenities for workers  
  - Lack of emergency and first aid facilities  
  - Lack of warning notices | Moderate to Low |  
  - Ensure required amenities are provided (toilets, wash facilities) and all are set up safely, with power and water connected where required.  
  - Ensure emergency plans and first aid facilities are in place and first aid kit has been checked for adequate contents.  
  - Ensure there are adequate fire extinguishers in the work area and that they have been checked every 12 months in accordance with the New Zealand Standards.  
  - Ensure all warning notices are in place around perimeter boundary.  
  - Ensure appropriate decontamination equipment is placed on site in accordance with the type of job – i.e. where only sheeting is to be removed the HEPA industrial vacuum and running water are available, with PVC Spray to encapsulate fine materials. |
| Working near public areas | Potential exposure to asbestos, and various other construction-related hazards | High |  
  - Isolate the entire site if possible with Orange Hi-Vis Mesh to restrict access.  
  - If this is not possible, isolate the work area where asbestos work will be undertaken with restricted access barriers extending at least 10 metres from the asbestos work.  
  - Provide information to all neighbouring properties about the work being undertaken including what to do if they have any concerns, and how long the project is expected to take. |
| Working in and around the work area | Trips over material | Low |  
  - Examine pathways and access ways before moving material around the site and remove any obstacles or debris before using equipment.  
  - Keep pathways clear of trip hazards.  
  - Place rubbish and material in covered bins where possible. |
# Removal of Asbestos Sheets

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| Working Outdoors      | UV Radiation – skin cancers | Moderate - High | • Wear appropriate protective equipment and clothing such as wide brimmed hats, long-sleeved tops, long trousers and sunglasses, which conform to NZS.  
• All workers to apply SPF 30+ sunscreen at the beginning of the day and reapply every 2 hours when they are working outdoors. |
| Lifting and carrying material or heavy loads | Manual Handling – potential sprains/strains, injuries to back, shoulders, muscles, joints... | Moderate | • Use wheelbarrows or trolleys to carry materials and tools.  
• Share the load between two or more workers.  
• Reduce the number of sheets or other material that is carried.  
• Only carry what is a comfortable weight and do not overload yourself.  
• Use correct lifting techniques such as lifting from your knees rather than your back. |
| Removal of asbestos sheets | Coming into contact with electrical cables – electrocution. | High | • Isolate all power to the building where possible – this should be carried out by a competent person at the mains, or main switch board.  
• If it is not possible to isolate all power to the building where asbestos removal is being undertaken, electrical circuits in the proximity of works must be identified and locally isolated by a competent person. If lighting needs to be provided portable lights and generators should be used. |
| Removal of asbestos sheets | Particles of asbestos being dislodged, asbestos particles to the exterior atmosphere where Workers and members of the public may be affected. | High to Extreme (long term) | • NO Workers are allowed to use power tools and compressed air to cut, dislodge, remove or clean asbestos sheets.  
• Close all windows and doors on buildings to confine the potential spread of asbestos, in buildings where there is no ceiling, the area below or adjacent to the work should be roped off.  
• If the sheeting has become deteriorated or friable with age and wear it should be sprayed with PVC sealant before removal.  
• Workers to avoid breakage of the sheets when removing. The sheets should also be lowered to the ground and not dropped.  
• Where sheeting is attached by bolts, Workers are to undo the bolts where possible or dampen the area around the bolt and use bolt cutters to remove the head (screws and bolts to be disposed of as asbestos waste).  
• Where sheeting is attached by nails, should be removed from the roofing sheets using an oxy-torch or other suitable device that will not significantly damage the sheet allowing the sheet to be removed in one piece (nails and any sheeting around the nails to be removed as asbestos waste).  
• Rough sawn timber cannot be effectively wet-wiped or vacuum-cleaned. If the timber is to remain in situ or be recycled, it should be sealed with PVA using low-pressure spray equipment.  
• All Workers in the area are to be wearing appropriate PPE. All Workers removing asbestos sheets to be wearing full disposable coveralls, safety goggles, gloves, safety boots and full and respiratory protection is a P2 half face-piece respirator with a particulate filter, as a minimum.  
• All workers removing asbestos to use the decontamination facilities on site and remove and/or replace PPE at this stage. |
| Removal of asbestos sheets | Particles of asbestos being dislodged, asbestos particles to the exterior atmosphere where Workers and members of the public may be affected. | High to Extreme (long term) | • All asbestos residue (particularly on floors and in gutters) is to be wetted down during removal and then vacuumed up using an (asbestos) vacuum with the High Efficiency Particulate Air (HEPA) filter – all vacuum parts to be decontaminated on site and vacuum bags disposed of as asbestos waste. |
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| Removing asbestos          | Falls through the roof (fragile material) or falls off the edges of the roof    | High       | - Remove sheeting from below the roof using elevated work platforms such as scissor lifts or portable scaffolds where possible.  
- Where this is not possible, engineered walkways of at least 450mm wide will be laid.  
- Guard rails will be provided around roof perimeter.  
- Safety Harnesses will be worn by workers on top of the roof. These will be used in accordance with the New Zealand Standards AS/NZS 1891 “Industrial fall arrest systems and devices”. |
| sheeting from roofs        |                                                                                 |            |                                                                                                    |
| Removing asbestos          | Manual Handling, Sheets dropping from roof level                               | Moderate   | - Lift sheeting from roof battens carefully to avoid inadvertent breakage.  
- Load the sheets onto a lifting device such as a scissor lift or mobile scaffold and lower them carefully to the ground level.  
- Large sheets should be carried by two or more workers.  
- Do not lift off roof sheets on very windy days. |
| sheeting from roofs        |                                                                                 |            |                                                                                                    |
| Removal of asbestos        | Asbestos particles to the exterior atmosphere where Workers and members of the public may be affected | Priority 1 | - Select an area where the asbestos sheeting can be placed so it will not be in the way of the work being carried out and will not be damaged.  
- Stack the asbestos on polyethylene sheeting, layer polythene between asbestos sheets, wrapped and sealed into appropriate bundles for disposal.  
- Broken sheeting and associated waste (including contaminated clothing) should be placed directly into bins that have been lined with polyethylene sheeting or placed in heavy duty, 0.2mm thick labelled plastic bags.  
- Bags and sheeting will be sealed for removal.  
- All tools and equipment used in the removal area will be vacuumed with a HEPA filtered vacuum prior to leaving the site.  
- Asbestos waste will be removed to an approved site for asbestos removal.  
- Receipts of asbestos removal will be obtained and provided to PBC for confirmation of proper disposal. |
| from site                  |                                                                                 |            |                                                                                                    |
| Bringing material on       | Collisions with other workers or pedestrians                                    | Priority 1 | - Make sure there are barriers and safe access routes for pedestrians and workers supervising pedestrian access routes if heavy equipment is moving in and out of the work site across any pedestrian access point.  
- Drivers to ensure that they are not using mobile phones, eating or engaged in other distracting tasks whilst driving. |
| site in a vehicle          |                                                                                 |            |                                                                                                    |

### Training Required to Complete Activity:
- Site Specific Induction  
- Asbestos Awareness  
- Manual Handling Awareness & Application  
- Training in operating plant & equipment used  
- Certificate of Competence for Restricted Work

### Codes of Practice, Legislation, Standards which apply to this Activity:
- WorkSafe New Zealand
- Notification of Particular Hazardous Work - Health & Safety in Employment Regulations 1995
- New Zealand Standards AS/NZS 1891 “Industrial fall arrest systems and devices”.
- AS/NZS 1715 Selection, use and maintenance of respiratory protective devices
- AS/NZS 2919 Industrial Clothing.
### List Plant/Equipment/Personal Protective Equipment required for this activity

- Work vehicle/s
- Elevated Work Platforms (EWP’s)
- Access to water supply
- Spray Container of water for wetting
- Protective Overalls Disposable
- Dust mask – P2 respirator
- PVC Spray and Sprayer
- Oxy-torch

- Plastic Bags & Ties/Tags
- Hose’s for water supply
- Gloves, PVC/Nitrile
- Safety glasses
- Safety footwear
- Protective uniform

### List Equipment Maintenance Checks required for this Activity:

- Job Safety Analysis (visual & recorded)
- Check First Aid Kit (visual)
- Check all tools and PPE for serviceability (visual)
- Fire Extinguisher/s checked (visual inspection of tags)

### Engineering Certificates/Permits/Approvals required for this Activity (Eg. Road closures, utilities shutdown, Work Cover notification, demolition licence).

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### Person(s) Responsible for Supervising/Inspecting Work:

Person(s) Responsible for Supervising the work, inspecting and approving work areas, work methods, protective measures, plant equipment and power tools

NB List of Qualifications/experience is held on local files

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### All workers listed below have read and understood this Safe Work Method Statement and have agreed to abide by the controls listed within it:

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<th>Print Name</th>
<th>Position &amp; Qualifications (relevant to the task)</th>
<th>Signatures</th>
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