

Checklist

Questions safety representatives should be asking about asbestos

The TUC checklist below urges union safety representatives to ask their employer five key questions, and suggests the sort of answers that show employers are doing the right thing. If an employer (or other dutyholder) fails to answer any of the questions satisfactorily, the employer might not be doing enough to manage asbestos safely.

1. *Have you checked whether asbestos is present in your buildings?*

✓ a survey/inspection has been planned for
(date)

✓ a survey/inspection has been done to find materials that might have asbestos in them

✓ an expert has checked and confirmed whether or not the materials have asbestos in them, or

✓ it has been assumed that unknown materials contain asbestos

2. *Have you got a record or drawing which clearly shows where in your buildings the asbestos is and what condition it is in?*

✓ a record or drawing showing where it is and what it looks like has been done

✓ a register has been drawn up listing all the asbestos materials and their condition, or

✓ this will be done when the survey/inspection is finished

3. *How are you managing the asbestos in your buildings?*

✓ the badly damaged asbestos has been removed, or sealed to stop fibres being released

✓ the undamaged asbestos has been labelled/colour coded

✓ a nominated person controls maintenance work

✓ building and maintenance workers are told where the asbestos is before they start any work, or

✓ the asbestos is regularly checked every year to make sure it has not deteriorated or been damaged

4. *How are you warning people who might work on or damage the asbestos in your buildings?*

✓ workers are told where the asbestos is and whether the asbestos is damaged or undamaged

✓ workers are given a plan with this information

✓ workers are told the building may contain asbestos and they should treat the material as if it is asbestos

✓ workers have been/will be given awareness training so that they do not disturb/damage the asbestos and know what to do if they find damaged material

5. *How are you checking that your management systems that are meant to prevent exposure to asbestos actually work and continue to do so?*

✓ the arrangements to control the risk are periodically reviewed as a matter of course

✓ spot checks are done to make sure the building/maintenance worker is getting the right information and working safely, or

✓ any changes in the use of the building or the condition of the asbestos are dealt with