

# Asbestos Management in CBC Corporate/Commercial Properties Process V2.0 – Re-Inspection and Management Survey

Responsible Person (Premises Manager)

**MANAGEMENT SURVEY**  
All pre 2000 non domestic properties/areas & corporate buildings managed by CBC have a Management Survey. This includes those owned/ managed by CBC & those which are sub-let by CBC

START

1 Agree with CBC Asbestos Officer (CBC AO) & Corporate H&S Advisor (Corp. HSA) that a re-inspection/management survey is due on a property

- Frequency in accordance with CBC re-inspection programme
- RP or CBC AO/Corp HSA may initiate the discussion
- Check Keystone for previous survey data/report
- Sub-let properties not re-inspected until lease is due for renewal

2 Arrange date/time of re-inspection/management survey with Asbestos Survey Company (ASC)

3 Raise purchase order

Asbestos Survey Company

4 Carry out re-inspection/management survey

5 Damaged ACM/debris identified?

6 Discuss situation with CBC AO/Corp HSA

7 Make the area safe

8 CBC AO/Corp HSA notifies RP by telephone/email

9 Take sample(s) & submit for lab analysis. Communicate results to AO (results within 48 hours)

10 Is the sample negative or positive?

Decide whether sample is necessary as per the scope of the Management Survey report

12 Follow the Removal process flow

11 Create PDF re-inspection survey report

12 Email survey report to RP & CBC AO/Corp HSA for review/challenge & address any feedback received

RP & CBC AO/Corp HSA notify ASC of outcome of review by email within 5 working days

13 Email final report to RP, CBC AO & Corp HSA

END

CBC Asbestos Officer/Corporate H&S Advisor

14 Review report & discuss recommended work with ASC

This must be done in line with the councils Asbestos ACM Risk Banding within the Asbestos Management Plan

REMOVAL/REMEDIATION – represents current/future risk to health or is likely to be disturbed by maintenance work  
MANAGE – sound condition & presents no risk to health, not subject to abrasion/deterioration  
ENCAPSULATE - slightly damaged but otherwise sound condition, not subject to further damage or cause risk to health if untreated

Responsible Person (Premises Manager)

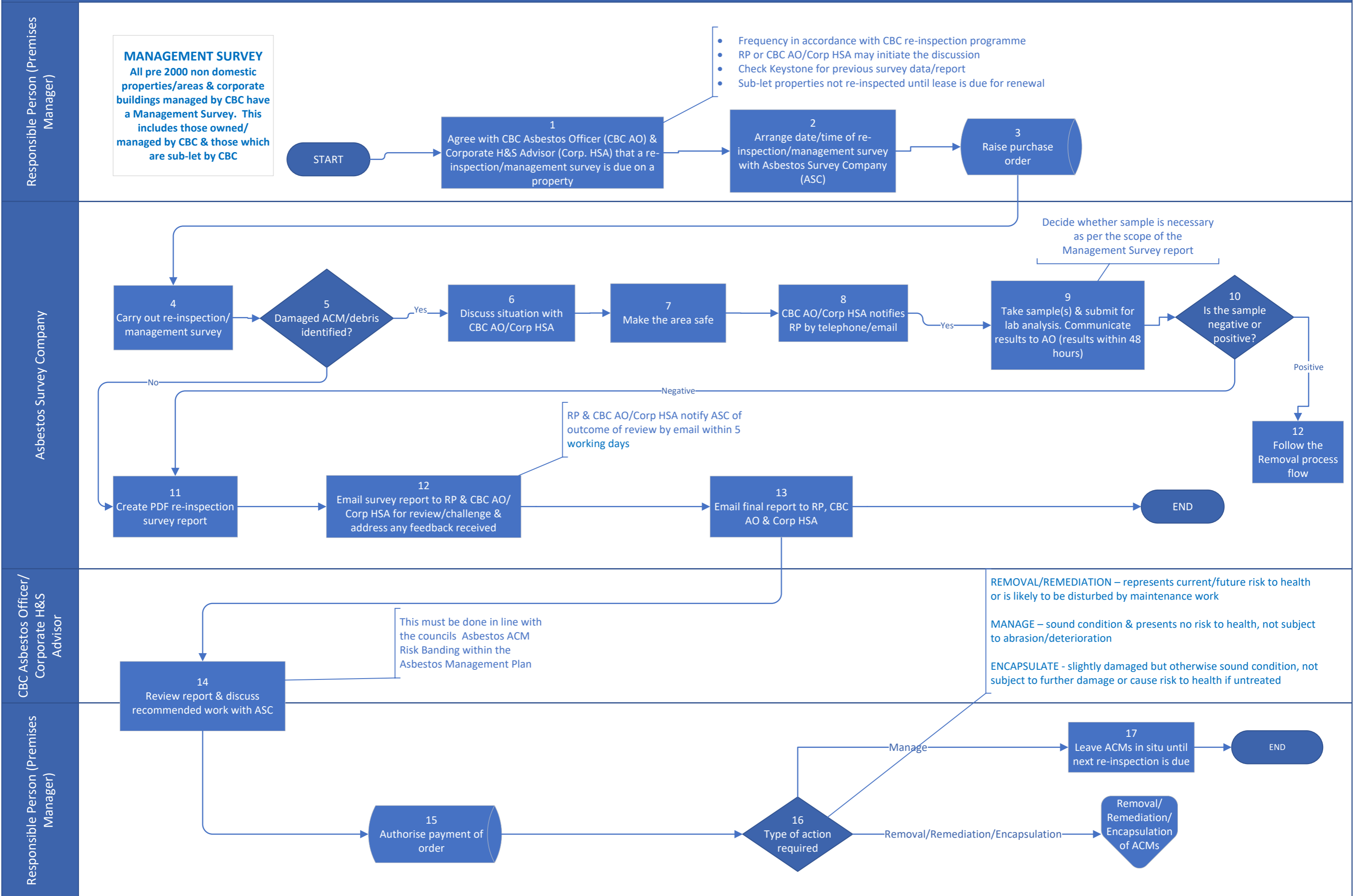
15 Authorise payment of order

16 Type of action required

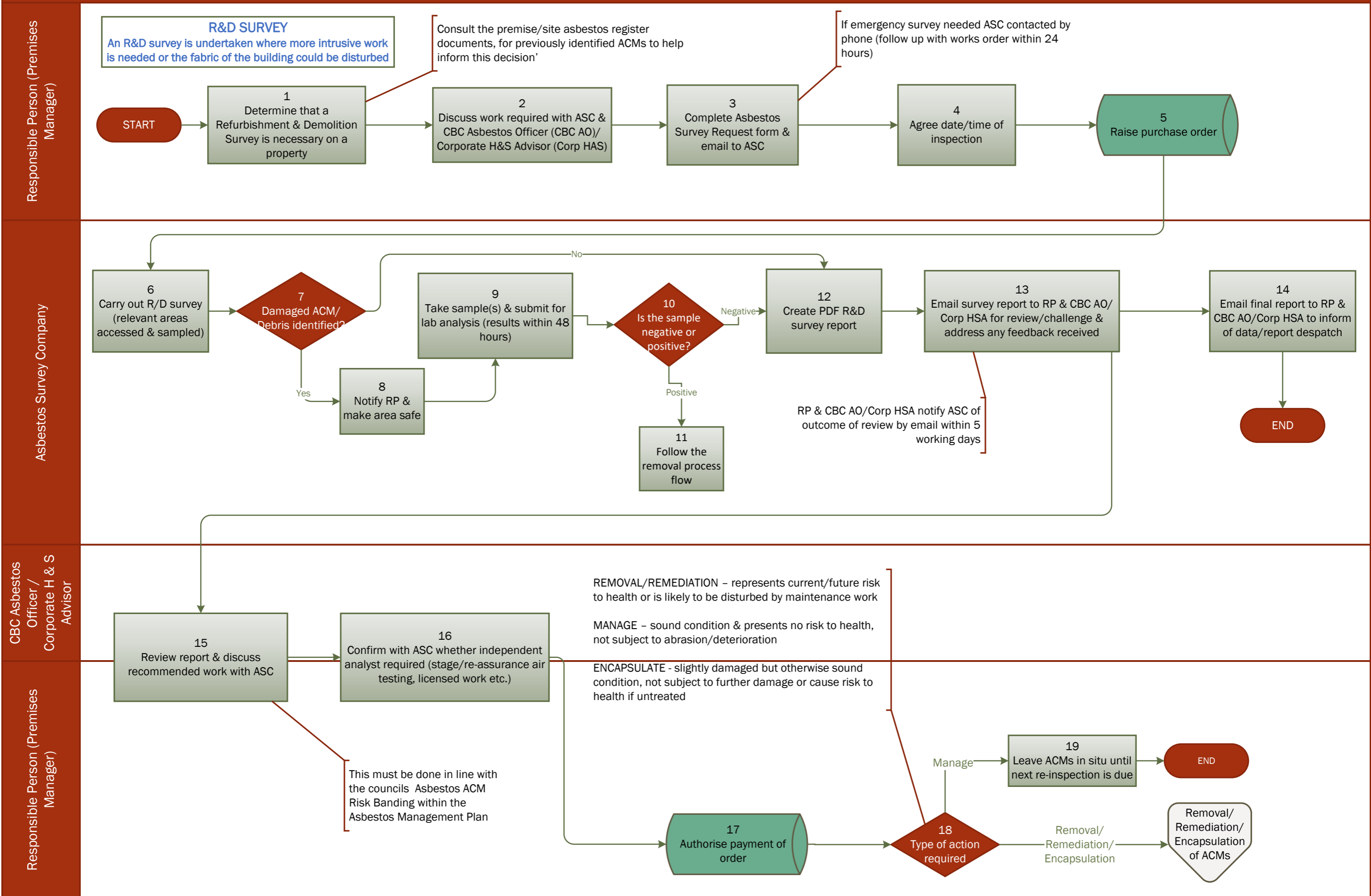
17 Leave ACMs in situ until next re-inspection is due

END

Removal/Remediation/Encapsulation of ACMs



# Asbestos Management in CBC Corporate/Commercial Properties Process V2.0 – R/D Survey



# Asbestos Management in CBC Corporate/Commercial Properties Process V2.0 – Removal/Remediation/Encapsulation of ACMs

Responsible Person (Premises Manager)

Asbestos Removal Contractor (ARC)

Asbestos Survey Company

