

Asbestos Management Policy

1. PURPOSE

The purpose of this policy is to establish responsibilities and action required to manage the risks to health and safety associated with exposure to airborne asbestos, in accordance with legislative requirements (Work, Health and Safety Act and Regulation 2011 and related Codes of Practice) and The Junction's work Health and Safety Policy.

Related documents	
Related policies and procedures, how-to task lists, forms, registers, or other organisational documents of The Junction	<ul style="list-style-type: none"> • Incident Report • Risk Management Policy • Work, Health, and Safety Policy • Safe Work Method Statement (SWMS) • Asbestos Management Process Map • Site Specific Induction Checklist
Other standards	<ul style="list-style-type: none"> • NDIS Practice Standards • Human Services Quality Standards
Legislation or other requirements	<ul style="list-style-type: none"> • Human Rights Act 2019 (QLD) • Work Health and Safety Act 2011 • Work Health and Safety Regulation 2011 • Code of Practice: How to Safely Remove Asbestos • Code of Practice: How to Manage and Control Asbestos in the Workplace

2. Scope

This policy applies to all employees, members, contractors, volunteers, and visitors involved in the operations of The Junction Clubhouse Cairns Ltd.

3. Policy Statement

The Junction is committed to ensuring a safe place of work for all persons who attend our workplace, which includes the elimination of, so far as reasonably practical, the risk of exposure of members, employees, and others to airborne asbestos fibres. This extends to also managing any adverse impact to the environment from the uncontrolled release of asbestos containing material.

4. Procedures

In undertaking any maintenance, renovations or handyman activities, The Junction will:

1. Comply with applicable Commonwealth, State Health and Safety legislation, Codes of Practice and Australian Standards relevant to the management and control of asbestos

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2. Undertake a risk assessment regarding known or potential asbestos exposure in accordance with the Risk Assessment Policy
3. Provide the required regulatory notifications prior to asbestos removal and where an emergency, which includes an actual or potential exposure to airborne asbestos, has occurred:
 - a. Not allow the commencement of any work, major or minor, at The Junction, without the management controls necessary to minimise the risk of exposure of asbestos being in place
4. Distribute copies of The Junction Asbestos Register to all contractors and other stakeholders before they attend the site to review and/or carry out any work
5. Conduct a site-specific induction as soon as the subcontractor first enters the site
6. Where there is a defined asbestos risk, ensure site specific asbestos management details are included in the Safe Work Method Statement (SWMS) provided to all subcontractors and finalised in consultation with the subcontractors
7. Ensure that all workers engaged by the subcontractor to remove asbestos containing material are trained and possess the relevant regulatory approval licence
8. Ensure when transporting and disposing of asbestos waste, subcontractors comply with regulatory requirements
9. Ensure members, employees, and visitors are informed of, and have available, approved health monitoring where work with or near asbestos containing material is carried out
10. Respond effectively to any incident involving, actual or potential, uncontrolled exposure to asbestos containing material
11. When asbestos has been removed (>10m²), engage a licenced Asbestos Assessor to perform a clearance inspection and to provide a Clearance Certificate
12. Upon completion of each project, The Junction will provide all asbestos related information gathered to relevant stakeholders e.g., members, employees, the Board.

The Junction Clubhouse Cairns Ltd (The Junction) – Asbestos Management Policy		
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