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BUSINESS UNIT: TELSTRA OPERATIONS
SUB BUSINESS UNIT: TELSTRA PROPERTY
ISSUE DATE: 19 SEP. 2014 ISSUE NUMBER: 2.0
DOCUMENT NO: 007338 C8-11

ASBESTOS MANAGEMENT - TELSTRA NETWORK BUILDINGS BUILDINGS

007338 - Power & Engineering Services

CORPORATE STANDARD

SUB-DOMAIN: BUILDING SERVICES

FUNCTION: The 007338 suite of standards is required to ensure that Power & Network Facilities capacity and capability is delivered efficiently and consistently throughout the business no matter where it is required. A cross-company consultative process is used to formulate and maintain these standards. Compliance with these standards will ensure: (i) efficient use of resources, (ii) alignment with Telstra's strategic objectives, and (iii) efficient ongoing management, planning, maintenance and operation of the Network nationally.

INTENDED AUDIENCE: This Power & Engineering Services document is to be used by network planners, designers and operators to plan, dimension, deploy, manage and operate Power & Building Services infrastructure in order to meet Telstra's Business Objectives.

SUMMARY: This standard details processes for management of the risk from remaining asbestos containing materials in Telstra Network buildings, including management of asbestos removal work and other work with potential to disturb asbestos materials.

VERSION LABEL: Final

SECURITY CLASSIFICATION: Telstra Unrestricted

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1. PURPOSE

To ensure that Telstra complies with national Asbestos prohibition standards and to minimize exposure to airborne Asbestos fibres while Asbestos Containing Materials (ACM) remain in Telstra Network Buildings.

This document uses hyperlinks and colour.

2. SCOPE

2.1. GENERAL

The processes detailed in this standard apply to the management of ACM throughout Telstra's Network Buildings. It includes Telstra workers and third parties who may be required to access network buildings to complete a job.

2.2. RETROSPECTIVITY

The requirements in this Standard apply from the date of issue. No retrospective action should be taken unless specifically mentioned in the text of this Standard.

3. KEY STAKEHOLDERS

The following stakeholders (listed alphabetically) have reviewed and agreed to the content of this document before issue:

NAME	TITLE
George Bakogianis	Senior Capacity Planner, Network Planning Studies, Telstra
Chris Baran-Kamp	007338 Technical Editor – Network Facilities Ops, Telstra
George Bradilovic	General Manager – Network Facilities Ops, Telstra
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Brian Hennessy	Energy & Greenhouse Manager, Telstra Property, Telstra
Vivien Jin	007338 Document Controller, Network Facilities Ops, Telstra
Mark Kelly	Technology Team Mgr Network Standards & Compliance, Telstra
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David Roach	Technology Manager – Telstra Property, Telstra
Thiess (O&M)	(Represented by A. Boghossian)
Charles Verdugo	Program Delivery Manager – Network Facilities Ops, Telstra

NAME	TITLE
Mike Wall	Facilities Planning Manager – Network Facilities Ops, Telstra

Table 1: Key Stakeholders for Latest Major Issue

4. OBJECTIVES

Telstra’s long term goal is to have an Asbestos-free workplace. In the interim, Telstra manages and controls potential for exposure to Asbestos fibres through identification, assessment and prioritisation of control measures for known and presumed ACM within Network Buildings.

This standard details Telstra’s approach towards managing the Asbestos hazards identified at its workplaces in network buildings.

This standard, together with a site specific Asbestos Register, comprises an Asbestos Management Plan for each Telstra Network Building that is known or suspected to contain Asbestos Containing Materials (ACM).

These standards and processes aim to ensure all employees, contractors and visitors are fully informed of the control strategies adopted to minimise exposure to airborne Asbestos fibres.

5. ASBESTOS MANAGEMENT SAFETY STATEMENT

Telstra’s Health & Safety Policy states a commitment to the implementation and execution of occupational health and safety practices which fully comply with applicable statutory requirements and which ensure the health and well-being of employees, contractors, visitors and the public.

Implementation, monitoring and review of the processes outlined in this standard are required by and support this commitment in relation to management of Asbestos hazards within Telstra Network Buildings.

6. ASBESTOS

Asbestos is the description of the fibre form of some mineral silicates. Uses of Asbestos have included fibro-sheeting, corrugated roofing, Asbestos cement pipes, thermal insulation and fireproofing. It has also been used as an additive in paints and sealants, in gaskets, in vinyl floor tiles, in ceiling tiles and in friction products (e.g. brake linings and clutches).

Refer to Appendix 1 for examples of Asbestos containing products that are known or suspected to have been used in Telstra Network Buildings.

The use of Asbestos in products manufactured in or imported into Australia has been banned since 31 December 2003.

7. RESPONSIBILITIES

7.1. TELSTRA

- Ensure employees, contractors and visitors are trained and/or informed about the potential for Network Buildings to contain ACM, the contents of this standard and how to access the Asbestos Register for areas they are authorised to access.

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- Ensure compliance with this standard by employees, contractors and visitors to Network buildings.
 - Provide direction to the Network Property Facility Manager to ensure that Asbestos audits / surveys are conducted to identify and assess the risk and control strategies required to manage the risk from the presence of ACM in Network Buildings.
 - Maintain and review this standard in accordance with statutory requirements.

7.2. NETWORK PROPERTY FACILITY MANAGER

- Ensure any activities they coordinate or become aware of are conducted in accordance with this standard.
- Maintain and review the Asbestos Register for Network Buildings under their control.
- Engage Competent Persons to conduct site audits authorised in accordance with this standard.
- Complete authorised remediation works (removal, encapsulation, sealing, repairs and air sample testing) in accordance with safe work methods detailed or referenced in this standard.
- Ensure Asbestos audits are conducted and, so far as is reasonably practicable, ACM is removed prior to any demolition or other works they coordinate that could disturb that ACM.
- Ensure any Asbestos removal work they coordinate is carried out in accordance with this standard, including requirements for advance notification of statutory authorities, development of Asbestos removal control plans, use of appropriately licensed Asbestos removalists and where applicable, engagement of independent licensed / competent Asbestos assessors to perform air quality monitoring and to issue Asbestos clearance certificates on completion of the removal work.
- Specify Health & Safety requirements in accordance with this standard when reviewing proposed work scopes submitted via the Working-In-Network Sites (WINS) process.
- Make available all records regarding the management of ACM when required by Telstra.

7.3. OCCUPIERS AND VISITORS TO NETWORK SITES

- Comply with the requirements of this standard.
- Access the site Asbestos Register prior to commencing any work that could disturb ACM to check:
 - The location of any ACM that could impact on their work area and the risk posed;
 - The location of any ACM that could be disturbed by their work; and
 - To identify any ACM that may need to be removed prior to commencement of any aspect of their work.
- Prior to commencing any proposed works on site:
 - submit the proposed work scope via the Working-In-Network Sites (WINS) process to the Network Property Facility Manager;

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- ensure that pre-start hazard identification includes consideration of ACM deposits listed in the Site Asbestos Register; and
 - Ensure that any work that has potential to disturb ACM is performed in accordance with a safe work method statement, authorised in accordance with the procedures and processes referenced in this standard.
 - Report any suspected newly identified ACM locations, any ACM damage or any suspected exposure to airborne Asbestos fibres to the Team Leader, Supervisor, Manager or the Network Property Facility Manager.

8. PRINCIPLES OF ASBESTOS MANAGEMENT

8.1. GENERAL PRINCIPLES

The risk posed by the potential for ACM within Telstra Network Buildings and equipment is managed through;

- Prohibition on the introduction of any new equipment or materials that contain Asbestos;
- Full consultation, involvement and information sharing with employees, contractors and visitors who may be exposed to a risk from confirmed or presumed ACM within Network Buildings.
- Use of competent personnel to conduct Site Surveys to identify ACM in normally accessible areas within Network Buildings;
- Maintenance of accessible Asbestos Registers summarising the location of ACM within surveyed Network Buildings and an assessment of the condition of each known ACM location;
- Implementation of additional measures to reduce the risk from pre-existing ACM in Network Buildings, based on an assessment of the condition of and risk of exposure to fibres from each ACM location;
- Rigorous control of all activities with the potential to disturb ACM;
- Specific checks for and, where practicable, removal of ACM prior to demolition, refurbishment or other activities with the potential to disturb ACM;
- Implementation of approved safe work methods and specific control measures for Asbestos Removal and any other activities that are likely to disturb ACM that are designed to prevent any exposure to Asbestos above the prescribed National Exposure Standard of 0.1 fibres/ml.;
- Review and where applicable revision of Asbestos Registers whenever further ACM is identified, ACM is removed, sealed / enclosed or disturbed and/or this standard is updated; and
- Periodic review of the effectiveness of Asbestos management.
- Application of these principles to the management of Asbestos in Network Buildings is summarised in Figure 1.

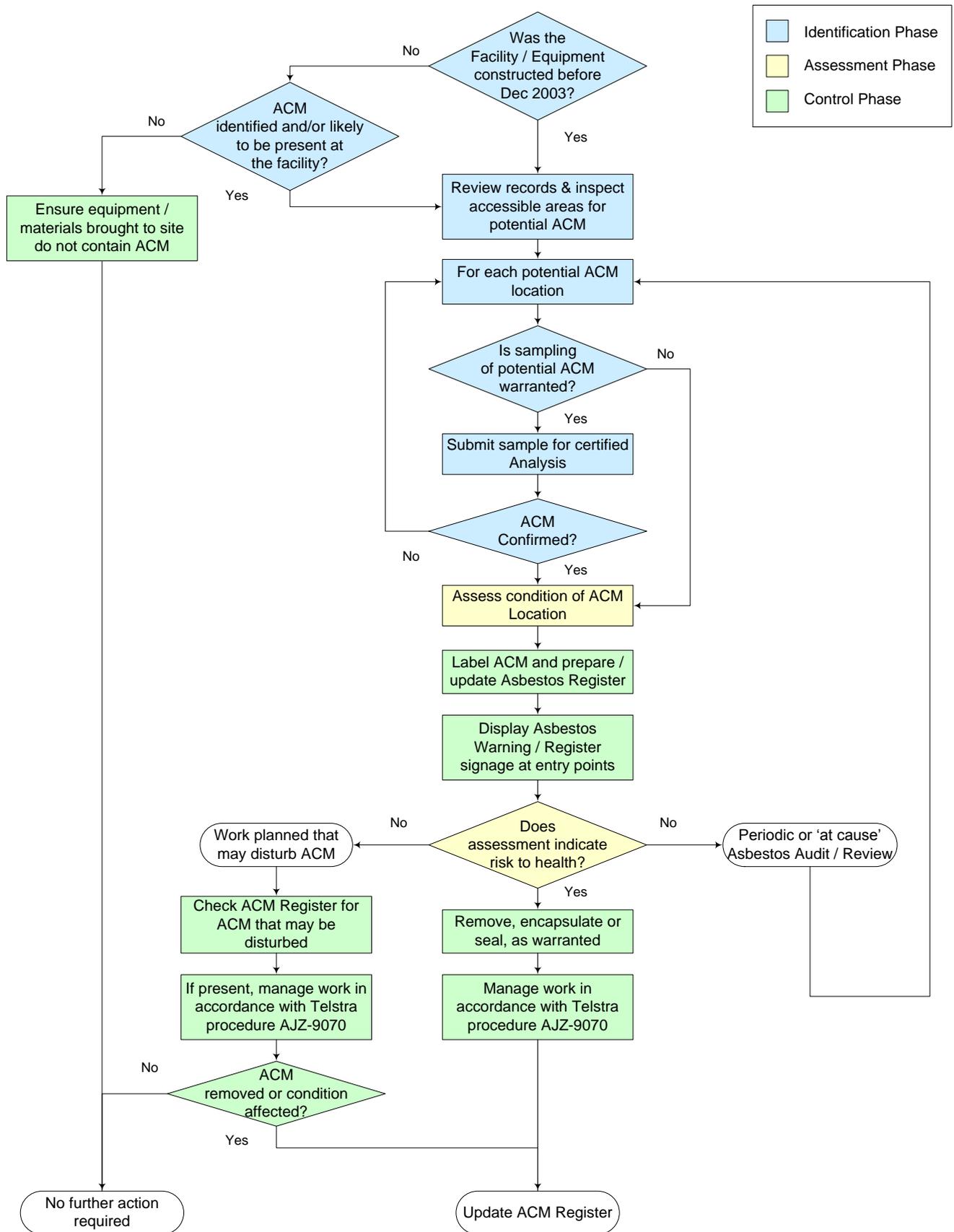


Figure 1: Application of Telstra Asbestos Management Principles

9. PHASES OF ASBESTOS MANAGEMENT

9.1. IDENTIFICATION OF ACM

9.1.1. ASBESTOS REGISTER

The Network Property Facility Manager maintains a Site Register detailing all known locations of confirmed and presumed ACM, including any known naturally occurring Asbestos deposits within Telstra network sites.

Registered details include the date(s) each Asbestos location was identified / last assessed, information regarding its condition, any planned actions to reduce the associated risk of exposure and a priority rating for those actions (refer to Appendix C).

Site Asbestos Registers are kept within a database, accessible to Telstra employees, contractors and visitors via the Internet (Internet Access Required):

<http://apps.lupinsys.com/>

The Network Property Facility Manager ensures information on how to access the Site Register is displayed in a prominent location adjacent to the entrances or “sign in books” at registered sites.

The Network Property Facility Manager ensures any new information regarding ACM at each site is promptly updated in the Site Register, including any reports of deterioration, disturbance and/or removal of ACM.

9.1.2. SITE SURVEYS

The Network Property Facility Manager coordinates site surveys of ACM within Telstra Network sites.

Competent Persons are used to, as far as practicable, survey all normally accessible areas of a site, including buildings, structures, plant and equipment to identify and assess the risk posed by potential ACM and to make recommendations regarding any measures that should be taken to minimise the risk from each location containing ACM.

Where practicable, suspected ACM are sampled and analysed to confirm or discount the presence of Asbestos.

Note: *Statutory requirements and current practice for identification of ACM do not include areas / spaces of structures that are not normally accessible to occupants.*

9.1.3. MATERIAL SAMPLING

Where a material, dust, debris, powder or similar substance suspected of containing Asbestos is detected, a sample shall be taken by a Competent Person (e.g. Occupational Hygienist, licensed Asbestos removalist or Facilities Management person who has received appropriate training for work with Asbestos).

All such sampling shall be performed in accordance with a documented safe work method.

Samples shall be placed in an airtight container, appropriately labelled and immediately dispatched for analysis or where this is not possible, stored in a secure area until dispatched.

9.1.4. MATERIAL ANALYSIS

Analysis of suspected ACM shall only be performed by a laboratory accredited by the National Association of Testing Authorities (NATA) for identification of Asbestos fibres. When a sample

is taken for analysis, the following information shall be provided for inclusion in the analysis report:

- Sample identification number.
- Address, specific location and date the sample was collected.
- Description of the sample appearance.
- Type of Asbestos present and proportion/concentration (if known).
- Comment on other materials detected.

This information shall be retained in the site Asbestos Register.

9.1.5. ASBESTOS LABELLING

Where practicable, the location of ACM within each site is identified by labels fixed on or adjacent to known ACM and/or warning signs at entry points to the area to ensure that the Asbestos is not knowingly disturbed without correct precautions being taken.

Refer to Appendix B for examples of typical labels used to identify ACM.

9.2. EVALUATION AND RISK ANALYSIS

The risk of exposure to Asbestos fibres from identified and presumed ACM is assessed by the person conducting the survey or other Competent Person, based on the following factors:

- The type of ACM – Friable, Non Friable, Bonded, Stable.
- The condition of ACM – Damaged or not Damaged, sealed or unsealed.
- The accessibility of ACM - Within general work areas, access controlled areas, within equipment, within or near ventilation systems or in areas not expected to be accessed.
- The likelihood of disturbance during expected normal / site development activities.

A Control Measure Priority Rating is then assigned, as follows:

- A** Friable material that may pose an immediate risk of exposure to fibres if disturbed or contacted. Accessible Priority A materials are prioritised for removal as soon as practicable.
- B** Potentially Friable but currently stable material. If removal is not immediately practicable, accessible Priority B materials are priorities for other control measures, such as encapsulation or sealing until removal is practicable.
- C** Non Friable material that could be at risk of deterioration or disturbance due to their location, nature or condition. Where assessment indicates a risk of disturbance or deterioration, Priority C materials are prioritised for removal, encapsulation or sealing.
- D** Any remaining non-Friable ACM or encapsulated/sealed Friable Asbestos that is good condition. Priority D materials in accessible areas are labelled, protected from disturbance and monitored in accordance with this standard.

Refer to Appendix D for typical Priority Ratings for common ACM deposits that may be found at Network sites.

Note: Appendix D may not contain all types of ACM that could be present.

9.3. CONTROL OF ASBESTOS HAZARDS

9.3.1. GENERAL

The risk of exposure to Asbestos fibres from ACM in Network Buildings is managed through one or more of the following control methods, based upon the assigned priority rating, potential for the ACM to suffer damage or mechanically degrade, and the likelihood of exposing people to airborne Asbestos fibres:

- Removal.
- Encapsulation.
- Sealing.
- Leave in situ (defer action).

Any ACM left in situ must be removed under controlled conditions prior to demolition or refurbishment works that may disturb its condition or otherwise increase the risk of exposure to Asbestos fibres.

9.3.2. REMOVAL

Removal of ACM provides the highest level of control but must be performed under controlled conditions.

Removal of ACM is required where the material either is or has become Friable, is at risk of being disturbed or could otherwise release Asbestos fibres into areas where they may contaminate clothing and/or be directly inhaled

Removal of ACM is also required, so far as practicable, prior to any demolition, refurbishment or other works that may disturb it.

Removal of ACM and other works with potential to disturb ACM must be controlled in accordance with the Telstra Asbestos Management procedure (AJZ-9070).

9.3.3. ENCAPSULATION

Encapsulation involves installing a barrier between ACM material and adjacent areas. This limits further mechanical damage to the material and physically prevents release of fibres into areas where they may be inhaled. The type of barrier installed may include plywood or sheet metal, constructed as boxing around or over the ACM.

9.3.4. SEALING

Sealing refers to the coating of the outer surface of the Asbestos material by the application of a sealant compound or protective coating to harden and/or seal the surface to reduce the potential for release of Asbestos fibres.

Any preparation of surfaces for sealing must avoid the use of abrasives, high-pressure water sprays, compressed air or any other processes likely to release Asbestos fibres.

9.3.5. LEAVE IN SITU (DEFER ACTION)

The identification of ACM in a building or plant does not automatically necessitate its removal. ACM which is in a stable condition and not prone to mechanical damage should not pose a significant risk and can generally remain in situ. Wherever practicable, the material is labelled with an appropriate warning to minimise the risk of inadvertent damage during works.

10. WORKS IMPACTING ON ASBESTOS LOCATIONS

10.1. IDENTIFICATION OF POTENTIAL ACM LOCATIONS

Prior to any works at Network Buildings that could expose or disturb ACM, the person in control of the work must consult the Asbestos Register and arrange for a competent person to inspect the proposed work area to identify any ACM that may be affected.

Where applicable, areas must be re-inspected for ACM during the work to check for any previously concealed ACM that may have been exposed or that may be contacted by further works.

Examples:

- Inspection after removal of the top layer of flooring material.
- Inspection of wall and ceiling cavities that are penetrated by the work.

Where applicable, the need for pre-inspection and/or inspection during the works must be included in the Safe Work Method Statement or Method of Procedure (MOP) submitted with the Working In Network Sites (WINS) application for the work (refer to Telstra procedure (013731 Working-In-Network Sites (WINS) Process).

10.2. REMOVAL OF ACM PRIOR TO WORKS

Wherever practicable, ACM must be removed prior to the commencement of demolition, refurbishment or other works that may disturb ACM.

10.3. CONTROL OF ACM EXPOSURE DURING WORKS

All Asbestos removal, Asbestos waste collection and disposal and other works that may disturb ACM undertaken by Telstra Corporation limited and its workers must be performed in accordance with the Telstra Asbestos Management procedure (AJZ-9070).

Any such work undertaken by contractors working on behalf of Telstra must be performed in accordance with the Telstra Contractor Asbestos Management Guide (ASA-3148).

10.4. ADVICE ON COMPLETION OF WORKS

On completion of each phase of the work, the person in control of the work must advise the Network Property Facility Manager of any change to the condition of ACM that has been impacted by the work.

In the case of any Class A or Class B licensed removal of ACM, the person in control of the work must obtain and provide a copy of the Clearance Certificates provided by the removalist to the Network Property Facility Manager, together with the a photo of the area(s) following the work and a list of the affected Asbestos Register deposit identification numbers.

In the case of Minor removal (less than 10 sq metres of ACM) or works that have exposed / altered the condition of ACM, the person in control of the work must provide photo's of the area before and after the works, an assessment of the condition of any residual ACM affected by the works (refer Section 9.2) and a list of the affected Asbestos Register deposit identification numbers to the Network Property Facility Manager.

11. ASBESTOS INCIDENTS & HAZARD NOTIFICATION

11.1. HAZARD / INCIDENT REPORTING

Any person who observes any broken, deteriorated or friable ACM that they believe may expose people to Asbestos fibres must immediately report the hazard to Telstra Property and Facility Management (P&FM) by calling: 1300 363 869.

Any incidents resulting in unplanned disturbance of Asbestos must also be immediately reported to Telstra Property and Facility Management (P&FM) by calling: 1300 363 869.

A Telstra Incident Report must also be raised and the incident must be immediately reported to the affected persons' one up manager if there is reason to suspect that any person may have been exposed to Asbestos fibres, above the prescribed National Exposure Standard of 0.1 fibres/ml.

Telstra P&FM immediately contact the Network Property Facility Manager to coordinate investigation and response to reports of newly identified damage to ACM or potential for exposure to Asbestos fibres within a Network Building.

11.2. RISK MITIGATION

On receipt of notification of an ACM hazard, the Network Property Facility Manager will initiate the following concurrent risk mitigation actions:

- Issue of a Safety Alert with the aim of promptly and completely informing all employees and contractors likely to attend the site of the prevailing hazard and affected areas.
- Erection of barriers and signs to alert people who attend the site of the hazard and to exclude people not directly involved in the clean-up / remediation from any areas where they may be exposed to Asbestos fibres.
- Despatch of a competent and, where applicable licensed person to attend the site to implement clean-up and site remediation.

An 'All Clear' communiqué will be issued by the Network Property Facility Manager on receiving confirmation that the hazard has been controlled.

Where applicable, the Network Property Facility Manager will ensure the incident is investigated in accordance with Telstra requirements and will ensure any assigned actions are completed in accordance with agreed timeframes.

12. ASBESTOS REGISTER UPDATE

On receipt of advice of a change in the condition of ACM The Network Property Facility Manager shall coordinate updating of the Asbestos Register to record:

- i. Any change to the condition of remaining ACM following works;
- ii. Any change to the condition of remaining ACM following an Asbestos incident;
- iii. Any new information regarding the condition of ACM reported by personnel;
- iv. Any new information regarding the condition of ACM identified from Asbestos audits / reviews.

13. ASBESTOS AWARENESS

All Telstra Employees that interact with ACM or are likely to encounter ACM throughout the course of their work with Telstra are to complete Asbestos Awareness Training (e.g. Telstra's Asbestos Awareness Course - NBN01099A).

People authorised for unaccompanied access to enter Network Buildings are also required to have completed Working In Network Sites induction training, including training in the potential for ACM within Network Buildings and the need to check the Asbestos Register and arrange for competent inspection prior undertaking any activities that could disturb ACM. The Network Property Facility Manager ensures information / links on how to access the Asbestos Register is displayed at each site.

14. RECORDS MANAGEMENT

- The Network Property Facility Manager must ensure that all documents regarding Asbestos matters are maintained and kept available for use by Telstra. Required records include:
- National ACM Database and site ACM Registers;
- Site Surveys/Audit Reports;
- Risk Assessment Reports;
- Review & Inspection Records; and
- ACM Removal and Disposal Records

15. REVIEW

The Network Property Facility Manager reviews and, as necessary, triggers revision of this standard whenever:

- There is a review of the Asbestos Register or an Asbestos control measure; or
- There is any indication that the standard is no longer adequate for managing Asbestos or ACM at Network Buildings.

The standard is also reviewed whenever requested by a health and safety representative and at least once every 5 years.

16. EXEMPTIONS TO THIS STANDARD

The front page outlines the importance of compliance with the requirements of this standard. However, the complexity of the network means that 007338 standards may not always cover all scenarios. Exemption requests are an important mechanism for documenting non standard installations, identifying gaps in standards and triggering reviews of standards. For this reason, any variation from this Standard must be documented and accompanied by an approved Exemption Request.

Exemptions Requests and associated justification material must be submitted via the following web form:

<http://www.in.telstra.com.au/ism/007338/exemptionrequest.asp>

To ensure the best opportunity to receive an Approval to your Exemption Request, please ensure you provide full details of scope of the request and all business benefits associated with it in the Justification Document.

17. REFERENCES

- Telstra Health & Safety Policy
- Telstra Asbestos Management Procedure (AJZ-9070)
<http://objects.in.telstra.com.au/documents/AJZ-9070>
- Telstra Contractor Asbestos Management Guide (ASA-3148)
<http://objects.in.telstra.com.au/documents/ASA-3148>
- Telstra Procedure 013731 "Working-In-Network Sites (WINS) Process":
[http://home.collab.in.telstra.com.au/rep/wkqp/0000220/MOP_WINS%20Library/WINS/WINS%20Documents/Working%20in%20Network%20Sites%20\(013731\).doc](http://home.collab.in.telstra.com.au/rep/wkqp/0000220/MOP_WINS%20Library/WINS/WINS%20Documents/Working%20in%20Network%20Sites%20(013731).doc)
- Telstra Asbestos Intranet page:
<http://www.in.telstra.com.au/ism/hse/asbestos.asp>
- Telstra Incident Reporting page:
<http://www.in.telstra.com.au/ism/hse/notifyincidents.asp>
- Telstra regulatory page:
<http://www.in.telstra.com.au/ism/hse/regulatoryframework.asp>
- Telstra legal register:
<http://objects.in.telstra.com.au/documents/ADI-5051>

18. DEFINITIONS

TERM	DEFINITION
ACM	Asbestos Containing Material (ACM) means any material or thing that, as part of its design, contains asbestos.
Asbestos	Asbestiform varieties of mineral silicates belonging to the serpentine or amphibole groups of rock forming minerals including the following: (a) actinolite Asbestos; (b) grunerite (or amosite) Asbestos (brown); (c) anthophyllite Asbestos; (d) chrysotile Asbestos (white); (e) crocidolite Asbestos (blue); (f) tremolite Asbestos; (g) a mixture that contains one or more of the above mineral forms.
Competent Person	A person who has acquired through training, qualification or experience the knowledge and skills to carry out the task.  Telstra procedures AJZ-9070 and ASA 3148 prescribe specific competency requirements for personnel involved in Asbestos removal and/or disturbance works
Friable	Material that is in a powder form or that can be crumbled, pulverised or reduced to a powder by hand pressure when dry.
NATA	National Association of Testing Authorities

19. ATTACHMENTS

DOCUMENT NUMBER	TITLE
Appendix A	Common Asbestos Materials and Locations
Appendix B	Example Asbestos Labels and Warning Signs
Appendix C	Example Asbestos Register Entry
Appendix D	Control Priority Ratings for Typical ACM Deposits
Attachment 1	C0811 - Asbestos Register Label - Rev 1c.docx

20. DOCUMENT CONTROL SHEET

Contact for Enquiries and Proposed Changes

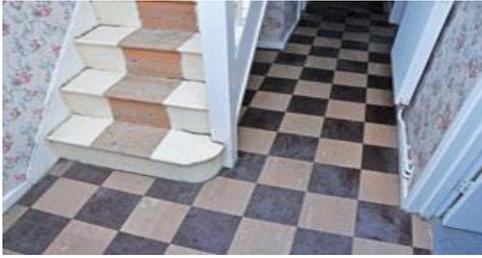
If you have any questions regarding this document contact:

NAME:	ROWAN WILLIAMS
DESIGNATION:	RISK & COMPLIANCE MANAGER - THIESS NETWORK INTEGRITY AND FACILITIES MANAGEMENT
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If you have a suggestion for improving this document, please contact the person listed above or complete the online Change Proposal Form at <http://www.in.telstra.com.au/ism/007338/feedback.asp>

ISSUE NO.	ISSUE DATE	APPROVED	NATURE OF AMENDMENT
1.0	June 27, 2012	George Bradilovic GM – N/work Fac. Mgmt, N&AT	
2.0	September 19, 2014	Chris Baran-Kamp 007338 Technical Editor	Complete update of document to assure compliance and compatibility with Telstra’s current Asbestos policies and management processes.

APPENDIX A: COMMON ASBESTOS MATERIALS AND LOCATIONS



PVC or vinyl floor tiles and/or backing material with added asbestos (low %) chrysotile (non-friable). Tiles may also be laid on "black jack" adhesive containing chrysotile asbestos.



Electrical switchboard with asbestos flash guards. Switchboards can also contain an A-C sheet or resin/black backboard that contains asbestos. (non-friable)



Asbestos containing friction products. e.g. conveyor and fan belts, brake and clutch linings (non-friable)



Amosite and chrysotile packing on a water pipe (friable)



Mastic backed Asbestos fibre fire stopping around HVAC / other penetrations (friable)



Ceramic tiles laid over a.c Sheet (chrysotile) backing (non-friable)



Spray coating in building walkway (friable)



Fire retardant door insulation (friable)



Asbestos gaskets in pipe flange joints (non-friable unless disturbed)



Metal clad gas Flue containing chrysotile lining (non-friable)



Asbestos containing mastics around windows, wall expansion joints, joints in HVAC ductwork (non-friable)



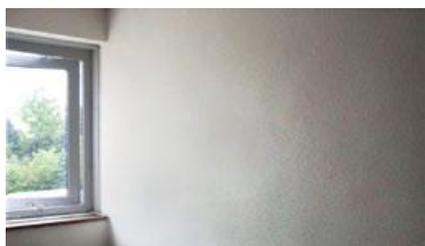
Asbestos containing ceiling tiles (non-friable unless damaged)



Asbestos bitumen coating under metal cladding (non-friable)



Chrysotile pebble dash exterior wall coating (non-friable)



Wall plasters containing asbestos (non-friable)



Telecommunications service pits were constructed using asbestos. Note the broken corner with potential for exposed fibres.



A-C roof and wall cladding (non-friable)



A-C downpipe (friable)

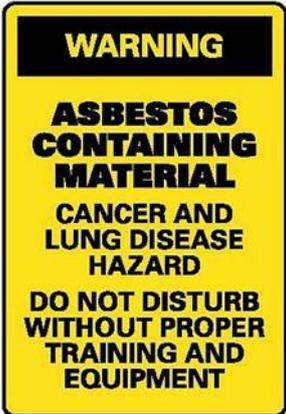


Fire stopping around floor penetrations (non-friable unless damaged or loose)



Asbestos reinforced bitument floor membranes (non-friable).

APPENDIX B: EXAMPLE ASBESTOS LABELS AND WARNING SIGNS



APPENDIX C: EXAMPLE ASBESTOS REGISTER ENTRY

LOCATION	DETAILS	RISK	Asbestos
Deposit ID: BW-955 Sample ID: N App External	Application Eaves lining Description Fibre cement Accessibility Accessible Amount 30 m ² Recommendations Due Date	Status Substance Type Condition Damage or Deterioration Potential Activities that May Disturb Material Remedial Action Audit Findings Assessed Risk Ass.	Present Non-Friable Not Damaged Leave Alone 15 February 2008 D
North & south walls of structure 			

LOCATION	DETAILS	RISK	Asbestos
Deposit ID: 03174-02 Sample ID: N App Ground	Application Wall cladding Description AC Sheet Accessibility Accessible Amount Recommendations Due Date	Status Substance Type Condition Damage or Deterioration Potential Activities that May Disturb Material Remedial Action Audit Findings Assessed Risk Ass.	Present Non-Friable Not Damaged Encapsulate or Seal 15 February 2008 C
End room and first garage from east side of the structure 			

APPENDIX D: CONTROL PRIORITY RATINGS FOR TYPICAL ACM DEPOSITS

ACM TYPICALLY IN NETWORK SITES	RISK DESCRIPTION	CONTROL PRIORITY RATING	CONTROL OPTIONS	ACTIVITIES THAT MAY CREATE A HAZARD
<ul style="list-style-type: none"> • HVAC Millboard (Friable) • Woven Cloth Insulation (Friable) • Asbestos Dust 	<p>This level represents an immediate exposure risk if ACM is disturbed.</p>	A	<p>Remove as soon as practicable.</p>	<p>Notes:</p> <ol style="list-style-type: none"> 1. Do not commence without implementing effective Control Measures (refer Section 10). 2. Erect signage / barriers to warn against unauthorised entry to affected areas. <ul style="list-style-type: none"> • Maintenance or Replacement of HVAC systems • Removal or disturbance of Pipe insulation. • Tooling of Identified ACM products.
<ul style="list-style-type: none"> • Weathered A-C sheeting • Electrical Wire Insulation • Gaskets 	<p>This level represents a risk of exposure to Asbestos Fibres if handled or disturbed.</p>	B	<p>Remove, encapsulate or seal as soon as practicable.</p>	<ul style="list-style-type: none"> • Works fixing items to walls. • Working on Electrical wires with ACM insulation • Replacing Plant Gaskets
<ul style="list-style-type: none"> • Undamaged exposed A-C sheeting or fencing • Brake Shoe Lining • Zelemite Boards (Switchboards) 	<p>This level represents a Low risk unless deteriorating or disturbed.</p>	C	<p>Encapsulate or seal as soon as practicable, if within an accessible area.</p>	<ul style="list-style-type: none"> • Any Tooling of Identified ACM products. • Works on Lift Brakes. • Main Switchboard replacements or Modifications.
<ul style="list-style-type: none"> • Sealed A-C Wall Sheeting or Fencing • Vinyl Tiles • Ceiling Tiles • Asbestos containing Mastic • Friable Asbestos encapsulated in Fire Doors 	<p>Very Low Risk of Exposure to Asbestos Fibres unless damaged.</p>	D	<p>Label and monitor for deterioration.</p>	<ul style="list-style-type: none"> • Any impact from machinery, powered tools, high pressure water, abrasives or compressed air that could release fibres.