



# Guidelines for Hut Managers

No. 7

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## Managing Asbestos in Premises

### Scope and context

The Control of Asbestos at Work Regulations 2002 (CAWR) introduced an explicit duty to manage asbestos in non-domestic premises. The regulations came into force in May 2004.

### Purpose of the CAWR

To prevent illness and death from exposure to asbestos fibres of those who carry out maintenance and repair work in non-domestic buildings by identifying asbestos containing materials within the premises. DIY work is included.

The principle, in the main, can be seen as the duty holder preparing an asbestos hazard plan to make a maintenance contractor aware of a hazard.

### Action

The first task is to identify who is the *duty holder*, who is either –

- The owner of the premises, or
- A tenant with responsibilities for maintenance.

If you are a duty holder you have a legal duty to manage the risk. The duty holder must follow the checklist to ‘find, identify and record’.

If you are a tenant who has no maintenance responsibilities you have a duty to co-operate with whoever manages the risk.

**Note:** *Where no maintenance is planned and/or premises are small, it may be appropriate to carry out your own inspection.*

Record and file and periodically review as with a fire risk assessment (see guidelines nos. 3.1 and 3.2). Where further survey and sampling has to be carried out, suitably trained persons have to be engaged. See HSE publication *A Short Guide to Managing Asbestos in Premises* ISBN 0 7176 2564 8. This is the best information guide to work from. Download it in .pdf from [www.hse.gov.uk/pubns/indg223.pdf](http://www.hse.gov.uk/pubns/indg223.pdf) and see also [www.hse.gov.uk/asbestos/faq.htm](http://www.hse.gov.uk/asbestos/faq.htm) .

If you are the duty holder you should follow the general instructions below. If you are not then it is still a requirement that you co-operate with the duty holder.

### CHECKLIST

- **Find** You must check if materials containing asbestos are present.
- **Condition** You must check what condition the material is in.
- **Assume** You must assume that the material contains asbestos unless you have strong evidence that it does not.
- **Identify** If you are planning to have maintenance or refurbishment of the building carried out or the material is in poor condition, you are strongly advised to arrange for the material to be sampled and identified by a specialist.

\*See notes in the information box on page 2 re. the currency (version no.) of this guideline

# Managing Asbestos in Premises

- **Record** Record the location and condition of the material on a plan or drawing and the maintenance manager should file these carefully for future reference. It is good practice also to keep copies in the hut along with other key maintenance details.
- **Assess** You must decide if the condition or location means the material is likely to be disturbed.
- **Plan** Prepare and implement a plan to manage these risks.

Minor Damage	Good Condition	
<ul style="list-style-type: none"> <li>• The material should be repaired and/or encapsulated</li> <li>• The condition of the material should be monitored at regular intervals. Where practicable the material should be labelled</li> <li>• Inform the contractor and any other worker likely to work on or disturb the material</li> </ul>	<ul style="list-style-type: none"> <li>• The condition of the material should be monitored at regular intervals</li> <li>• Where practicable the material should be labelled</li> <li>• Inform the contractor and any other worker likely to work on or disturb the material</li> </ul>	
Poor Condition	Asbestos Disturbed	
<ul style="list-style-type: none"> <li>• Asbestos in poor condition should be removed</li> </ul>	<ul style="list-style-type: none"> <li>• Asbestos likely to be disturbed should be removed</li> </ul>	
<u>Location</u> with material identified as or assumed to be asbestos	Plans to maintain or refurbish the area YES/NO	Materials in poor condition YES/NO
<i>e.g. boiler room pipework</i>	<i>No</i>	<i>Yes</i>
Plan or drawing attached	YES/NO	
<b>Action Plan to manage the risk...</b>		

It is recommended that unless anyone has relevant experience of asbestos then the services of a specialist should be engaged.

**Note:** *If viewing this .pdf while online then clicking on any URL will take you to that website.*

## Hut Guidelines

These guidelines have been produced by the Huts Group of the British Mountaineering Council and the Huts Advisory Group of the Mountaineering Council of Scotland to assist those operating mountain huts in Britain.

Contact the BMC Huts Group by e-mail – [huts@thebmc.co.uk](mailto:huts@thebmc.co.uk) or telephone 0161 445 6111.

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**Websites:** [www.thebmc.co.uk](http://www.thebmc.co.uk) and [www.mcofs.org.uk](http://www.mcofs.org.uk)

**URLs:** If any of the URLs (web addresses) given on the preceding pages are found to be 'dead links' please notify [huts@mcofs.org.uk](mailto:huts@mcofs.org.uk)

**Disclaimer:** These guidelines were revised on the date shown below shown and the information herein is believed to be accurate at the time of writing. No responsibility can be accepted for any loss of benefit or entitlement arising through use of these guidelines – they are not intended to be definitive.

**Version no. 3 – February 2015 [minor revns.]**

These guidelines are updated periodically; to check on the currency of this version go to one of the websites above where the latest version will always be displayed.