# Asbestos Building Materials Register

# Teachers Mutual Bank Limited




# 8-10 Pitt Street
# PARRAMATTA NSW 2150

**Survey Date:** **4 January 2016**

**Report Date:** **8 January 2016**

**Report Number:** **9412.02.ASSR**

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# Document Control

| Revision Number | Revision Date | Document Number | Author | Author Signature | Reviewer | Reviewer Signature |
|---|---|---|---|---|---|---|
| Revision 0 | 8/01/2016 | 9412.02.ASSR | Lee Hands |  | Michael Tierney |  |

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**Appendix I Sample Register & Asbestos Sample Analysis Report**

# Asbestos Building Materials Register

**Prepared For:** Teachers Mutual Bank Limited

**Client Contact:** Anthony Andrew

**Site:** 8-10 Pitt Street
PARRAMATTA NSW 2150

## 1 Scope

Getex Pty Ltd (Getex™) was engaged by Anthony Andrew of Teachers Mutual Bank Limited to undertake an Asbestos Materials survey for the determination of the type, condition and extent of asbestos building materials that might be present on Site. The aim of the survey was to:

- Inspect all accessible areas of the site and identify any suspected asbestos containing materials (ACMs);
- Sample materials suspected of containing asbestos;
- Compile an asbestos register for the site; and
- Provide advice regarding the ongoing management of asbestos materials identified in the survey.

The Getex Asbestos Building Materials Register constitutes an Asbestos Register under the Safe Work Australia Code of Practice (How to Safely Remove Asbestos); the Code of Practice (How to Manage and Control Asbestos in the Workplace); and, the Code of Practice for the Management and Control of Asbestos in Workplaces [NOHSC: 2018 (2005)] which are approved under Section 274 of the Work Health and Safety Act 2011.

The site was investigated on 24 December 2015:

| Investigator | Qualifications |
|---|---|
| Lee Hands | Consultant, BSc (Hons), NSW Licensed Asbestos Assessor (Lic. No.: LAA001108) |

## 1.1 General Guidelines for Use

The Asbestos building materials register is a list of building materials identified in the investigation that fall into one of these three categories:

1) The material was identified as Asbestos Containing;

2) The material was investigated and found not to contain Asbestos, or

3) The material was considered to be of a type that could be confused with asbestos containing building materials (e.g. fibre cement sheeting containing no asbestos).

Entries are presented within the register relating to each material that falls into one of the three categories listed by area along with an example photo of the material.

Please follow these general guidelines in the use of this register:

1) Ensure that a copy of this register is available on Site and may be viewed by contractors working in the area. Copies of the register are to be supplied to any tenants on request.

2) If work is being conducted in a particular area identify all asbestos items within the register and ensure the relevant controls are followed by workers or contractors if working in the vicinity of the material e.g. do not drill, cut grind or sand.

3) Remove all identified asbestos materials from Site prior to demolition or refurbishment activities that may disturb the materials.

4) Follow any other recommended controls relating to the relevant entry. Including make safe or remediation activities as specified for each item.

# 2. Recommendations

## 2.1 Recommendations by Priority

### *2.1.1 High Priority Recommendations (P1)*




High priority items (Control Priorities P1) pose an unacceptable asbestos exposure health and safety risk under present conditions and require urgent remedial action.

P1 items are generally in poor to moderate condition and if asbestos are generally friable in nature. The risk to public health and safety posed by these items is considered to be extreme.

Some examples of P1 items are friable asbestos in dust and friable asbestos lagging debris.

Restrict access to areas containing P1 items immediately and erect signage at the entrances to the area. To ensure that the site is safe for continued use, these materials are to be remediated (as per controls recommended within the register) and a relevant Clearance Certificate obtained as per your obligations under the Work Health & Safety Regulations 2011 as soon as practicable.

If there is any significant delay in remediating these items, it is recommended that background monitoring be conducted in adjacent areas to assess the possible exposure pathways for airborne asbestos fibres and the suitability of these areas for normal activities to proceed.

### *2.1.2 Medium Priority Recommendations (P2)*




Medium priority items (Control Priorities P2) also pose an unacceptable asbestos exposure health and safety risk under present conditions and require remedial action as soon as practicable.

P2 items are generally in poor to moderate condition though generally non-friable in nature. The risk to public health and safety posed by these items is considered to be significant. Some examples of P2 items are asbestos cement debris and asbestos cement sheeting in moderate condition.

Limit access to these areas as much as is practicable immediately and erect signage at the entrances to the area. To ensure that the site is safe for continued use, these materials are to be remediated (as per controls recommended within the register) and an Asbestos Clearance Certificate obtained as per your obligations under the Work Health & Safety Regulations 2011 as soon as practicable.

### *2.1.3 Remedial Action*



**Remediated**

Being familiar with the site, Getex can provide you with cost effective licensed asbestos remediation and an Asbestos Clearance Certificate to certify that the site is safe for continued use.

Please contact Getex on (02) 9889 2488 for further information on how Getex an assist in ensuring your site is safe with respect to asbestos.

### *2.1.4 Low Priority Recommendations (P3 and P4)*



P3

Low Priority items listed in the register (Control Priorities P3 and P4) may remain in place provided they are not disturbed e.g. do not drill, cut, grind or sand.

In some cases, these materials may require sealing of damaged sections or unsealed edges. Please refer to the control measures for the relevant item for more information on how these materials are to be managed.



P4

Some examples of P3 items are asbestos cement sheeting or asbestos vinyl tiles in good condition or with only minor damage. P4 items are by their placement restricted from any significant disturbance, for example, materials that are height restricted such as some asbestos eaves.

P3 and P4 items must be removed prior to any refurbishment or demolition activities within the relevant area.

## 2.2 General Management Recommendations

An Asbestos Management Plan (AMP) for the site is to be prepared as per the Code of Practice for the Management and Control of Asbestos in Workplaces [NOHSC: 2018 (2005)].

The labelling of all asbestos containing materials (ACM) is recommended to warn of the dangers of disturbing these materials.

Getex recommends an annual reinspection of the ACM remaining on-site as well as to monitor their condition as per the Code of Practice Code of Practice (How to Manage and Control Asbestos in the Workplace) approved under the Work Health and Safety Act 2011.

It is essential that prior to any demolition or refurbishment activities, the relevant ACM be removed by a suitably qualified licensed Class A or Class B asbestos removalist. If additional suspected ACM are encountered, cease all demolition or refurbishment activities pending further investigation by a suitably qualified occupational hygienist such as Getex.

Where asbestos-containing materials are likely to be affected during renovations or maintenance work, then their removal by an accredited/licensed asbestos removalist should be considered prior to any work commencing, ensuring that the contractor has in place and can document their 'Asbestos Removal Control Plan' to safe guard against the release of asbestos fibres into the workplace.

All asbestos removal works must be done in accordance with the Safe Work Australia Code of Practice (How to Safely Remove Asbestos); and the Code of Practice (How to Manage and Control Asbestos in the Workplace).

Any material discovered that is suspected to be asbestos should be assumed to contain asbestos with relevant area(s) isolated until expert advice is obtained.

According to the Safe Work Australia Code of Practice (How to Safely Remove Asbestos); (p19) "Air monitoring is mandatory for all friable asbestos removal," and "Air monitoring should be considered where the asbestos removal work is being undertaken in or next to a public location".

Asbestos air monitoring should only be undertaken by an organisation NATA accredited for asbestos air monitoring and should be independent of the removal contractor.

Following removal of asbestos materials, the area must be assessed by a suitably qualified consultant and a clearance certificate issued subject to satisfactory assessment results.

Inspections of the identified asbestos materials should be undertaken every 5 years to ensure that the condition of the asbestos materials has not deteriorated and does not pose a risk to building occupants.

# 3 Statement of Limitations

Getex Pty Ltd and its staff members are professionally qualified and trained to achieve a suitable level of competency for the tasks undertaken.

Although all work is performed to a professional and diligent standard, the potential variance between the practical limitations of the scope of work undertaken, the cost of our services, all possible issues of concern, and any loss or damages which may be associated with our work are such that we cannot warrant that all issues of concern/asbestos materials have been identified. We therefore limit any potential liability associated with our work to the cost of our services.

All work conducted and/or reports/information produced by Getex Pty Ltd are prepared for a specific objective and within a specified scope of work as agreed between the Client and Getex Pty Ltd. As such this document is only for the use of the Client for the intended objective and may not be suitable for any other purpose. No parties other than the Client may use this document without first conferring with Getex Pty Ltd. Before passing this document onto a third party, the Client must inform the third party of any relevant information relating to this document. It is the responsibility of any party using this report to check to their satisfaction if this report is suitable for their intended use.

All information and/or report(s) prepared by Getex Pty Ltd should not be reproduced and/or presented/reviewed except in full.

Unless specifically mentioned, the inspection did not cover:

- Materials dumped, hidden, or otherwise placed in locations which one could not reasonably anticipate.
- Inaccessible/hidden locations, including wall cavities, under concrete slabs and lift wells.
- Materials other than standard building materials e.g. materials in special purpose facilities.
- Ground surface and underground areas.
- Mechanical, electrical or other items/materials not directly associated with the building structure.
- Materials other than asbestos as identification of a range of other possible hazardous substances can require specialised analysis/inspection techniques.

Where materials which may potentially contain asbestos are identified, these are reported to the best of the consultant's ability. Analysis/testing of materials is generally not included and there is no guarantee that all such materials have been identified.

The investigation conducted was limited in scope. As such, Getex Pty Ltd cannot guarantee that any or all asbestos materials/issues of concern, if present, have been identified as the practical restrictions of the program involved the inspection/review of a limited number of locations/materials which may or may not have identified/intercepted all asbestos materials if present. Furthermore, the distribution of dust, asbestos materials and/or other contaminants may vary with location and there can be no guarantee that a particular sample/location is typical of an extended area.

Settled dusts are known to exist in variety of locations in the general environment and possibly contain a range of substances which may be hazardous at varying levels, particularly if the dust is in the vicinity of hazardous materials such as asbestos containing materials or paint containing lead. Furthermore dusts present may originate from a variety of known and unknown complex sources (such as environmental/atmospheric) that are not related to the presence of bulk hazardous building materials e.g. combustions emissions from automobiles or industry. Due to the above mentioned potential complex sources of dust which may not be identifiable, settled dust is not sampled or commented on except where otherwise stated.

# 4 Methodology

All accessible areas were thoroughly inspected for the determination of the type, condition and extent of asbestos building materials that might be present.

Where visual examination of a material proved to be inconclusive, samples were collected for laboratory analysis. Samples were collected by non-destructive and non-intrusive techniques where available.

Determination of materials containing or potentially containing asbestos were based on a visual examination and/or sampling and analysis.

All asbestos samples were analysed by Getex's NATA accredited Laboratory. Asbestos samples were analysed for the qualitative identification of asbestos type fibres in bulk using Polarised Light Microscopy and Dispersion Staining Techniques.

After the completion of the asbestos materials survey, a register was prepared outlining occurrences of asbestos materials in each asset, the condition of the asbestos the treatment option required and the priority of treatment. The Asbestos Building Materials Register details the location, description, type, condition, and risk priority of presumed or identified asbestos materials.

## 4.1 Areas Not Accessed

All reasonable effort was made to investigate the entire property. Where this is not possible due to restrictions caused by construction or safety, an entry is made within the register noting that the area has not been inspected and the reason for this. Such areas include, but are not limited to:

- Height restricted areas;
- Gas, electrical, chemical or pressurised service lines;
- Within service shafts, ducts and wall cavities;
- Areas obstructed by installed equipment; and
- Locked areas to which no key is available at the time of inspection.

Further investigation of these areas is required if refurbishment or demolition activities within these areas are to proceed.

## 4.2 Risk and Priority Calculation

To assess the health risk posed by the presence of asbestos materials, relevant factors have been considered:

| Rating | Descriptor | Description |
|---|---|---|
| 1 | Insignificant | No illness will result as asbestos is stable; therefore there is little likelihood of inhaling fibres above normal ambient levels. |
| 2-3 | Minor | Local fibre release only and in amounts and fibre size that are unlikely to cause latent asbestos related illness. |
| 4-6 | Moderate | Asbestos may be unstable and could release fibres in the amount and size that may cause latent asbestos related illness. |
| 7-8 | Major | Asbestos is unstable and will release fibres in the amount and size that will cause latent asbestos related illness. |
| 9 | Catastrophic | Asbestos is highly friable and unstable, fibres will be released in size range and amount that are highly likely to cause latent asbestos related illness. |

***Table 1 - Consequence or Impact Rating Calculation***

| Rating | Descriptor | Description |
|---|---|---|
| **9** | Almost Certain | Is expected to occur in most circumstances – i.e. people regularly in the vicinity. |
| **7-8** | Likely | Will probably occur in most circumstances. |
| **4-6** | Possible | Could occur at any time. |
| **2-3** | Unlikely | Might occur at some time. |
| **1** | Rare | May occur only in exceptional circumstances. |

***Table 2 - Likelihood of Exposure Calculation***

The above factors are considered for each individual occurrence of asbestos containing materials and are combined in the following Risk Calculator matrix in order to calculate the health risk of the asbestos containing material.

| Consequence / Likelihood | 9 | 7-8 | 4-6 | 2-3 | 1 |
|---|---|---|---|---|---|
| **9** | **High** | **High** | **High** | Medium | Medium |
| **7-8** | **High** | **High** | Medium | Medium | Low |
| **4-6** | **High** | Medium | Medium | Medium | Low |
| **2-3** | **High** | Medium | Medium | Low | Low |
| **1** | Medium | Medium | Low | Low | Low |

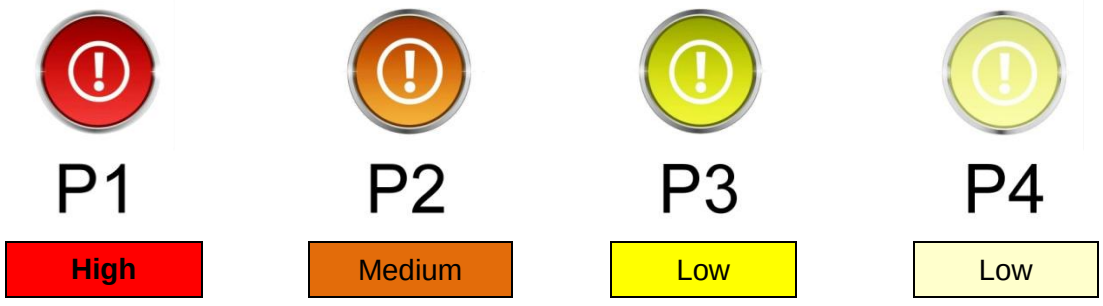
*Table 3 - Risk Calculator*

In accordance with the above methodology, risk is reported in this register using the following terms:

| |
|---|
| **High** |
| Medium |
| Low |
| Low |

To assist with the management of your Site, each item in the register assessed to contain asbestos is assigned a Control Priority Rating of 1 to 4 as depicted by the icons below. All items in the register assessed to have a High risk are designated as Control Priority 1 (red icon below). Control Priority 2 (orange icon) items are considered to be Medium Risk. Control Priorities 3 and 4 (yellow and light-yellow icons) are considered to be Low Risk.

Please note that both priority 1 and 2 items pose an **unacceptable asbestos exposure health and safety risk** under present conditions. To **ensure that the site is safe for continued use**, these materials need to be remediated (as per controls recommended within the register) and an **Asbestos Clearance Certificate** obtained as per **your obligations under the Work Health & Safety Regulations 2011.**




As a general rule, Control Priorities 3 and 4 may remain in place provided they are not disturbed e.g. do not drill, cut, grind or sand. All asbestos materials on Site are to be managed in accordance with the Safe Work Australia Code of Practice (How to Safely Remove Asbestos); and the Code of Practice (How to Manage and Control Asbestos in the Workplace).

# 5 Controls

1) This Asbestos Materials Register is to remain on site in a readily accessible location for perusal by interested parties at any time. It is of particular importance that this Asbestos Materials Register be updated following the removal and disposal of any asbestos materials or any changes in condition. If works are to involve items of suspect material not covered within the scope of this report it is recommended that confirmation of the material as containing/not containing asbestos takes place prior to refurbishment or demolition works.

2) All building occupants, visitors to the site, and in particular, service maintenance personnel are to be advised of asbestos materials management procedures in accordance with the Safe Work Australia Code of Practice (How to Manage and Control Asbestos in the Workplace).

3) Prior to any works being undertaken on the site it is important that the Asbestos Materials Register is reviewed. It is essential that all persons / tradespeople who are required to work on the building be notified about the presence of the asbestos materials in the identified areas and procedures required to be followed.

4) Regular inspections of the identified asbestos materials is to be undertaken (a minimum of every 5 years) to ensure that the condition of the asbestos materials has not deteriorated and does not pose a risk to building occupants.

5) Guidance noted in: the Safe Work Australia Code of Practice (How to Safely Remove Asbestos); and the Code of Practice (How to Manage and Control Asbestos in the Workplace) should be followed for all asbestos containing materials.

6) Any material discovered that is suspected to be asbestos should be assumed to contain asbestos with relevant area(s) isolated until expert advice is obtained.

7) All asbestos removal/treatment works or other works which may disturb asbestos containing materials should follow an appropriate detailed work specific control strategy setting out the procedures and precautions that are to be taken to ensure health and safety with respect to asbestos hazards. The control strategy should include Safe Work Method Statements, an Asbestos Work Plan and Management Plans. Prior to undertaking such works it is recommended that the advice of a suitably qualified consultant, such as Getex Pty Ltd, be sought.

8) If any asbestos materials are to remain in place an appropriate ongoing asbestos management plan is to be prepared and implemented to ensure that the risks associated with these materials are controlled and maintained at an acceptable level.

9) All asbestos removal/treatment activities are to be undertaken by experienced and licensed asbestos removal contractor.

10) According to the Safe Work Australia Code of Practice (How to Safely Remove Asbestos); (p19) “Air monitoring is mandatory for all friable asbestos removal,” and “Air monitoring should be considered where the asbestos removal work is being undertaken in or next to a public location.”

11) Asbestos air monitoring is to be undertaken by an organisation NATA accredited for asbestos air monitoring and who is independent of the removal contractor.

12) Following removal of asbestos materials, the area is to be assessed by a suitably qualified consultant, such as Getex Pty Ltd, and a clearance certificate issued subject to satisfactory assessment results.

# 6 Asbestos Building Materials Register

## 6.1 How to Use the Asbestos Register

Figure 1 below is an example entry in a typical register.

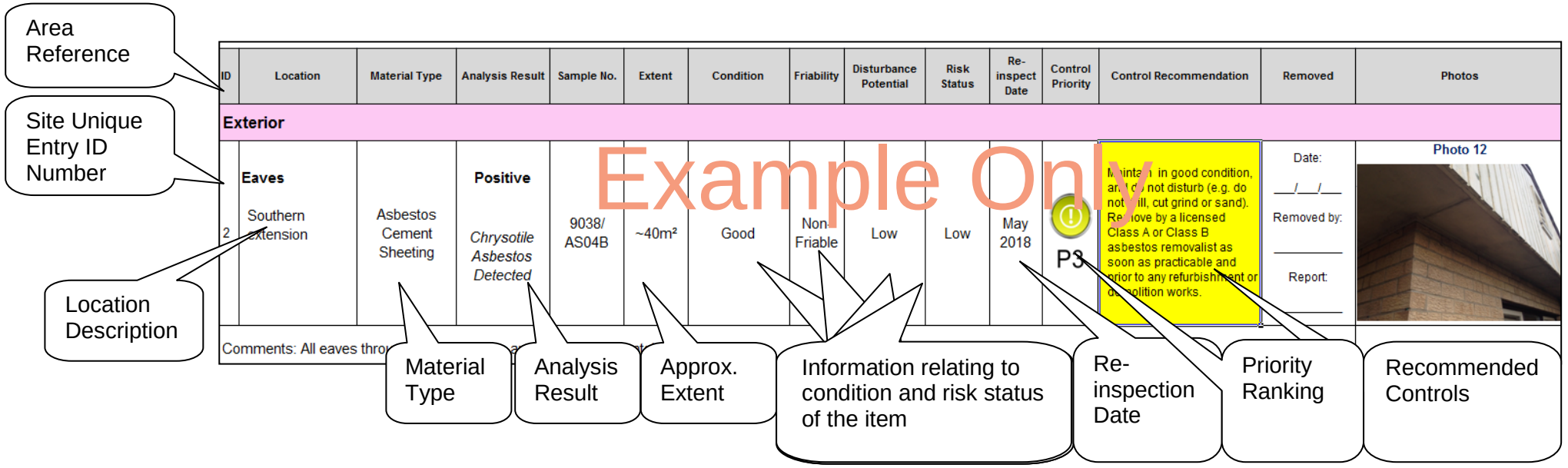



***Figure 1 – Example Register Entry***

# ASBESTOS BUILDING MATERIALS REGISTER

**Prepared by Getex**

## 8-10 Pitt Street

**Suburb:** PARRAMATTA NSW 2150 **Consultant:** Lee Hands BSc (Hons)

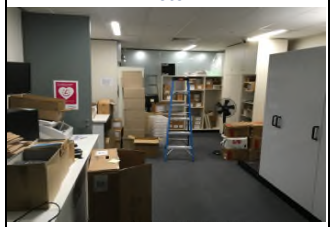
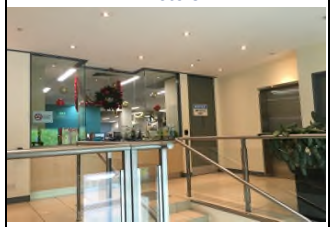
**Investigated:** 4 January 2015



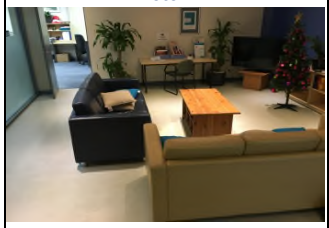
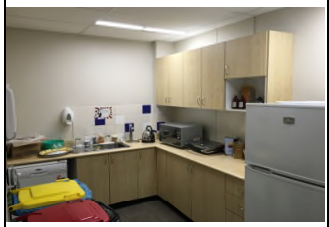

**Asset Photo**

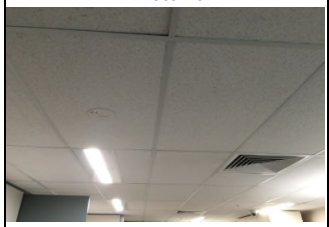
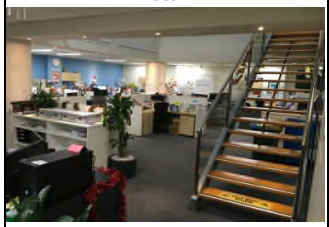
| ID | Location | Material Type | Sample No. | Analysis Result | Extent | Condition | Friability | Disturbance Potential | Risk Status | Re-inspect Date | Control Priority | Control Recommendation | Removed | Photos |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **Exterior** | | | | | | | | | | | | | | |
| 1 | **Rooftop**<br>Throughout | Various | - | **Negative**<br>No Asbestos Detected (Visually Assessed) | - | - | - | - | - | - | - | - | - | **Photo 1**<br> |
| | | | | | | | | | | | | | | ***Rooftop*** |
| **Interior** | | | | | | | | | | | | | | |
| 2 | **Air conditioning duct work**<br>Electric duct heaters | Not Determined | - | *Area Not Accessed* | - | - | - | - | - | Jan 2016 | - | Investigate as soon as practicable and prior to any refurbishment/ demolition works by a suitably qualified occupational hygienist. Update the register accordingly. | Date:<br>___/___/___<br>Removed by:<br>_____<br>Report:<br>_____ | **Photo 2**<br> |
| Comments: No access available at the time of inspection due to accessibility restrictions and live electrical hazards. | | | | | | | | | | | | | | ***Electric Duct Heater*** |

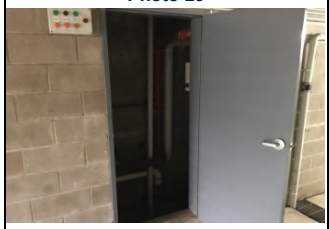
| ID | Location | Material Type | Sample No. | Analysis Result | Extent | Condition | Friability | Disturbance Potential | Risk Status | Re-inspect Date | Control Priority | Control Recommendation | Removed | Photos |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **Interior (Cont..)** | | | | | | | | | | | | | | |
| 3 | **Fire Doors**<br>Core Insulation - Throughout | Fire Door Core Material | - | **Negative**<br>No Asbestos Detected (Visually Assessed) | - | - | - | - | - | - | - | - | - | **Photo 3**<br> |
| Comments: All fire doors were tagged as manufactured in 2002. | | | | | | | | | | | | | | ***Fire Door*** |
| 4 | **Fire Hose Cupboards**<br>Throughout | Various | - | **Negative**<br>No Asbestos Detected (Visually Assessed) | - | - | - | - | - | - | - | - | - | **Photo 4**<br> |
| | | | | | | | | | | | | | | ***Typical Fire Hose Cupboard*** |
| 5 | **Fire Stairs**<br>Level 3 - Wall cavity - Outer wall | Plaster Render | - | **Negative**<br>No Asbestos Detected (Visually Assessed) | - | - | - | - | - | - | - | - | - | **Photo 5**<br> |
| | | | | | | | | | | | | | | ***Plaster Render*** |

| ID | Location | Material Type | Sample No. | Analysis Result | Extent | Condition | Friability | Disturbance Potential | Risk Status | Re-inspect Date | Control Priority | Control Recommendation | Removed | Photos |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **Interior (Cont..)** | | | | | | | | | | | | | | |
| 6 | **Fire Stairs**<br>Throughout | Various | - | **Negative**<br>No Asbestos Detected (Visually Assessed) | - | - | - | - | - | - | - | - | - | **Photo 6**<br><br>***Fire Stairs*** |
| 7 | **Level 1**<br>Archive/Store Room - Throughout | Various | - | **Negative**<br>No Asbestos Detected (Visually Assessed) | - | - | - | - | - | - | - | - | - | **Photo 7**<br><br>***Archive/Store Room*** |
| 8 | **Level 1**<br>Entrance Hall and Meeting Room - Throughout | Various | - | **Negative**<br>No Asbestos Detected (Visually Assessed) | - | - | - | - | - | - | - | - | - | **Photo 8**<br><br>***Entrance Hall*** |

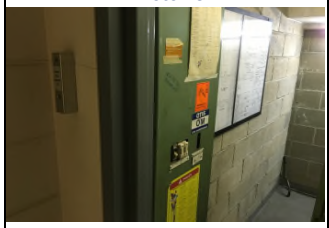
| ID | Location | Material Type | Sample No. | Analysis Result | Extent | Condition | Friability | Disturbance Potential | Risk Status | Re-inspect Date | Control Priority | Control Recommendation | Removed | Photos |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **Interior (Cont..)** | | | | | | | | | | | | | | |
| 9 | **Level 1**<br>Server Room - Throughout | Various | - | **Negative**<br>No Asbestos Detected (Visually Assessed) | - | - | - | - | - | - | - | - | - | **Photo 9**<br><br>***Server Room*** |
| 10 | **Level 1, 2 and 3**<br>Plant Rooms - Throughout | Various | - | **Negative**<br>No Asbestos Detected (Visually Assessed) | - | - | - | - | - | - | - | - | - | **Photo 10**<br><br>***Typical Plant Room*** |
| 11 | **Level 2**<br>Staff Room - Kitchen - Dark grey floor covering and adhesive | Seamless Vinyl | 9412.02/ AS02 | **Negative**<br>No Asbestos Detected | - | - | - | - | - | - | - | - | - | **Photo 11**<br><br>***Dark Grey Seamless Vinyl*** |

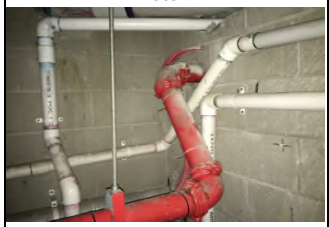
| ID | Location | Material Type | Sample No. | Analysis Result | Extent | Condition | Friability | Disturbance Potential | Risk Status | Re-inspect Date | Control Priority | Control Recommendation | Removed | Photos |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **Interior (Cont..)** | | | | | | | | | | | | | | |
| 12 | **Level 2**<br>Staff Room - Kitchen - Light grey floor covering and adhesive | Seamless Vinyl | Same as Sample 9412.02/ AS02 | **Negative**<br>No Asbestos Detected (Assessed to be Similar to Sample 9412.02/AS02) | - | - | - | - | - | - | - | - | - | **Photo 12**<br><br>***Light Grey Seamless Vinyl*** |
| 13 | **Level 3**<br>Kitchen - Throughout | Various | - | **Negative**<br>No Asbestos Detected (Visually Assessed) | - | - | - | - | - | - | - | - | - | **Photo 13**<br><br>***Level 3 Kitchen*** |
| 14 | **Level 3**<br>Sick bay - Dark grey floor covering | Seamless Vinyl | Same as Sample 9412.02/ AS02 | **Negative**<br>No Asbestos Detected (Assessed to be Similar to Sample 9412.02/AS02) | - | - | - | - | - | - | - | - | - | **Photo 14**<br><br>***Sick Bay*** |

| ID | Location | Material Type | Sample No. | Analysis Result | Extent | Condition | Friability | Disturbance Potential | Risk Status | Re-inspect Date | Control Priority | Control Recommendation | Removed | Photos |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **Interior (Cont..)** | | | | | | | | | | | | | | |
| 15 | **Lift Car**<br>Passenger Cabin | Various | - | **Negative**<br>No Asbestos Detected (Visually Assessed) | - | - | - | - | - | - | - | - | - | **Photo 15**<br><br>***Lift Passenger Car*** |
| 16 | **Offices and Store Rooms**<br>Ceiling Tiles - Throughout | Synthetic Mineral Fibre | - | **Negative**<br>No Asbestos Detected (Visually Assessed) | - | - | - | - | - | - | - | - | - | **Photo 16**<br><br>***Synthetic Mineral Fibre Ceiling Tiles*** |
| 17 | **Offices and Store rooms**<br>Throughout | Various | - | **Negative**<br>No Asbestos Detected (Visually Assessed) | - | - | - | - | - | - | - | - | - | **Photo 17**<br><br>***Typical Office Space*** |

| ID | Location | Material Type | Sample No. | Analysis Result | Extent | Condition | Friability | Disturbance Potential | Risk Status | Re-inspect Date | Control Priority | Control Recommendation | Removed | Photos |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **Interior (Cont..)** | | | | | | | | | | | | | | |
| 18 | **Toilets**<br>Ceiling Tiles - Throughout | Compressed Gypsum | 9412.02/ AS03 | **Negative**<br>No Asbestos Detected | - | - | - | - | - | - | - | - | - | |
| | | | | | | | | | | | | | | |
| **Ceiling Cavity** | | | | | | | | | | | | | | |
| 19 | **Above ceiling tiles**<br>Throughout | Various | - | **Negative**<br>No Asbestos Detected (Visually Assessed) | - | - | - | - | - | - | - | - | - | **Photo 18**<br> |
| | | | | | | | | | | | | | | ***Typical Ceiling Cavity Space*** |
| **Basement** | | | | | | | | | | | | | | |
| 20 | **Access ramp**<br>Fire hydrant cavity - Throughout | Various | - | **Negative**<br>No Asbestos Detected (Visually Assessed) | - | - | - | - | - | - | - | - | - | **Photo 19**<br> |
| | | | | | | | | | | | | | | ***Fire Hydrant Cavity*** |

| ID | Location | Material Type | Sample No. | Analysis Result | Extent | Condition | Friability | Disturbance Potential | Risk Status | Re-inspect Date | Control Priority | Control Recommendation | Removed | Photos |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **Basement (Cont..)** | | | | | | | | | | | | | | |
| 21 | **Air conditioning duct work**<br>Flanges - Sealant | Silicone | - | **Negative**<br>No Asbestos Detected (Visually Assessed) | - | - | - | - | - | - | - | - | - | **Photo 20**<br><br>***AC Duct Work Flanges*** |
| 22 | **Lift Motor Room**<br>Compressed fire retardant around ceiling edges | Vermiculite | 9412.02/ AS01 | **Negative**<br>No Asbestos Detected | - | - | - | - | - | - | - | - | - | **Photo 21**<br><br>***Vermiculite*** |
| 23 | **Lift Motor Room**<br>Lift motor | Not Determined | - | *Area Not Accessed* | - | - | - | - | - | Jan 2016 | - | Investigate as soon as practicable and prior to any refurbishment/ demolition works by a suitably qualified occupational hygienist. Update the register accordingly. | Date:<br>___/___/___<br>Removed by:<br>_____<br>Report:<br>_____ | **Photo 22**<br><br>***Lift Motor*** |
| Comments: No access available at the time of inspection due to live equipment. | | | | | | | | | | | | | | |

| ID | Location | Material Type | Sample No. | Analysis Result | Extent | Condition | Friability | Disturbance Potential | Risk Status | Re-inspect Date | Control Priority | Control Recommendation | Removed | Photos |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **Basement (Cont..)** | | | | | | | | | | | | | | |
| 24 | **Lift Motor Room**<br>Lift switch box - Electrical backing board | Not Determined | - | *Area Not Accessed* | - | - | - | - | - | Jan 2016 | - | Investigate as soon as practicable and prior to any refurbishment/ demolition works by a suitably qualified occupational hygienist. Update the register accordingly. | Date: ___/___/___<br>Removed by: _____<br>Report: _____ | **Photo 23**<br> |
| Comments: No access available at the time of inspection due to live electrical hazard. | | | | | | | | | | | | | | ***Lift switch box*** |
| 25 | **Main Switch board**<br>Electrical backing boards | Not Determined | - | *Area Not Accessed* | - | - | - | - | - | Jan 2016 | - | Investigate as soon as practicable and prior to any refurbishment/ demolition works by a suitably qualified occupational hygienist. Update the register accordingly. | Date: ___/___/___<br>Removed by: _____<br>Report: _____ | **Photo 24**<br> |
| Comments: No access available at the time of inspection due to live electrical hazard. | | | | | | | | | | | | | | ***Main Switch Board*** |
| 26 | **Main Switch Room**<br>Meter box - Electrical backing board | Compressed Timber | - | **Negative**<br>No Hazardous Materials Detected (Visually Assessed) | - | - | - | - | - | - | - | - | - | **Photo 25**<br> |
| | | | | | | | | | | | | | | ***Compressed Timber Electrical Backing Board*** |

| ID | Location | Material Type | Sample No. | Analysis Result | Extent | Condition | Friability | Disturbance Potential | Risk Status | Re-inspect Date | Control Priority | Control Recommendation | Removed | Photos |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **Basement (Cont..)** | | | | | | | | | | | | | | |
| 27 | **Store room and subfloor cavity**<br>Throughout | Various | - | **Negative**<br>No Hazardous Materials Detected (Visually Assessed) | - | - | - | - | - | - | - | - | - | **Photo 26**<br><br>***Store room and Subfloor Cavity*** |
| 28 | **Under stairs cavity**<br>Throughout | Various | - | **Negative**<br>No Asbestos Detected (Visually Assessed) | - | - | - | - | - | - | - | - | - | **Photo 27**<br><br>***Under Stairs Cavity*** |




# APPENDIX I

## Sample Register & Laboratory Analysis Reports

# SAMPLE REGISTER

## Prepared by Getex

| Sample No. | Material Type | Analysis Result | Area Reference | Location | Sample Location |
|---|---|---|---|---|---|
| 9412.02/ AS01 | Vermiculite | No Asbestos Detected | Basement | Lift Motor Room - Compressed fire retardant around ceiling edges | The sample of vermiculite was collected from above the lift switch box. |
| 9412.02/ AS02 | Seamless Vinyl | No Asbestos Detected | Interior | Level 2 - Staff Room - Kitchen - Dark grey floor covering and adhesive | The sample of seamless vinyl was collected from the south-east corner of the kitchen. |
| 9412.02/ AS03 | Compressed Gypsum | No Asbestos Detected | Interior | Toilets - Ceiling Tiles - Throughout | The sample of compressed gypsum was collected from the central ceiling tile adjacent to the southern wall within the Level 1 Male Toilet. |

# ASBESTOS SAMPLE ANALYSIS REPORT

**Report Number:** **9412.02.ANAT**
**Report Date:** **6 January 2016**

## 1. CLIENT DETAILS

**Client Company:** Teachers Mutual Bank Limited
**Client Contact:** Anthony Andrew
**Client Address:** 8-10 Pitt Street
PARRAMATTA NSW 2150

**Date Samples Received:** 4 January 2016

## 2. SCOPE

GETEX PTY LTD was requested by Anthony Andrew of Teachers Mutual Bank Limited to analyse three (3) samples for asbestos content. The analysis results only relate to the samples tested.

## 3. METHOD

The samples were analysed under a Stereomicroscope and selected fibres were analysed by Polarised Light Microscopy in conjunction with dispersion staining method (GETEX.BSA.01, NATA accreditation number 15404). This method is based on the AS 4964-2004 Method for the qualitative identification of asbestos in bulk samples.

NATA Accredited Laboratory.
Number: 15404

The results of the tests, calibrations and/or measurements included in this document are traceable to Australian/national standards.

Accredited for compliance with ISO/IEC 17025

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**Email:** help@getex.com.au **Web:** www.getex.com.au

## 4. RESULTS

| Sample Number | Description | Analysis Result |
|---|---|---|
| 9412.02/AS01 | Approximate dimensions 16mm x 14mm x 3.2mm. The sample consisted of fragments of vermiculite material with organic fibres. | No Asbestos Detected |
| 9412.02/AS02 | Approximate dimensions 12mm x 10mm x 2.1mm. The sample consisted of a fragment of light grey vinyl material with adhesive on one side. | No Asbestos Detected |
| 9412.02/AS03 | Approximate dimensions 18mm x 12mm x 1.8mm. The sample consisted of fragments of gypsum l ike material containing organic fibres. | No Asbestos Detected |

## 5. LIMITATIONS

Although all work is performed to a professional and diligent standard, the potential variance between the practical limitations of the scope of work undertaken, the cost of our services, all possible issues of concern, and any loss or damages which may be associated with our work are such that we cannot warrant that all asbestos materials have been identified. We therefore limit any potential liability associated with our work to the cost of our services. Furthermore there can be no guarantee that a particular sample is typical of an extended area.

Kind Regards,



Geronimo Abrot BScMEng
Approved Identifier

QA/QC check by:



Lee Hands BSc Hons
Approved Signatory

NATA Accredited Laboratory.
Number:15404

The results of the tests, calibrations and/or measurements included in this document are traceable to Australian/national standards.

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