



Airsafe Surveys Ltd

Demolition / Refurbishment Asbestos Survey Report

Comissioned By

Shorts Group Ltd

Site Address

Williams Press

21 Clivemont Road

Maidenhead

SL6 7BX

Survey Conducted

20th April 2015



Survey Conducted By

Surveyors: M. Huddleston

Report Production

Report Prepared by: M. Huddleston

Date: 24th April 2015

Signature:



Report Proof-Read by: A. Porter

Date: 24th April 2015

Signature:



Contact Points

Airsafe Surveys Ltd
Units 1 & 2 Shoveltree Arcade
18 Normandy Street
Alton
Hampshire
GU34 1BX

Tel: 01420 89990
Fax: 01420 88532

Mr Andrew Porter
(Survey Manager)

CONTENTS

1.0 Executive Summary

1.1 – 1.3 Background

1.4 – 1.5 Scope & Purpose

1.6 – 1.9 Sources of Information

1.10 – 1.11 Presentation of Findings

1.12 Material Assessment Algorithm

1.13 CAR 2012 (exert regarding ACM removal)

2.0 References

Appendix A – Results of Laboratory Testing

Appendix B – Data Sheets

Appendix C – Summary of Findings

Appendix D – Plans

Asbestos Insulation (lagging / sprayed insulation)

- N/A

Asbestos Insulation Board

- B06 – Office wall panels – Insulation board.

Asbestos Cement Products

- B05 – Office electrical cupboard wall panels – Cement.
- B07 – Office wall panels – Cement.
- V01 – Above studio – Pre-formed cement flue pipe.
- V02 – External roof area – Corrugated cement sheets.

Asbestos Textile Materials

- V03 – Sky lights – Rope Gaskets.

Asbestos Composite Materials

- B08 – Gents W/C – Composite toilet cistern.

Materials found to be NADIS (no asbestos detected in sample)

- B01 – Paper store W/C – Vinyl flooring.
- B02 – Bailing boxing to small room – Supalux (New Fibre Insulation Board).
- B03 – Bindery workshop machine room – Supalux (New Fibre Insulation Board) panels.
- B04 – Bindery panels to ceilings and walls – Fibre board.
- B09 – 10 Col Room & Storage panels – Supalux (New Fibre Insulation Board).

Demolition / Refurbishment Asbestos Survey – Areas Accessed	
Area	Comments
Roof	Mix roof areas with metal and pre-formed corrugated cement.
Loft Spaces	Not Applicable – Areas above grid ceilings in office area.
Soffits	Wooden canopy to reception entrance.
Fascias	Metal and pre-formed cement.
Rain Water Goods	Plastic.
Flues / Cows	AC + Metal.
Cavity Walls	Brick and block.
Partition Walls	Plaster board, solid walls, cement and insulation board.
Ceilings	Suspended grid to office areas, plaster board and fibre board to warehouse areas.
Window / Door Frames	Metal and wood.
Floor Voids	Solid slab floors.
Concealed Risers / Voids	No suspicious materials detected.
Electrical Switchgear	Possible flash guards to older live electrics.
Beyond Suspected / Known ACMs	Not Applicable.
Plant / Equipment	Warm air ducting, heating unit above reception.
Locked Areas	Not Applicable.
Lift Shafts	Not Applicable.

Areas excluded from the scope of this survey

- Voids beyond known or suspected asbestos containing materials were not accessed.
- Soil and land testing is not covered in the remit of this survey.

Background

- 1.1 Asbestos has been used extensively in the building industry for over one hundred years and has proved to be an excellent product for a variety of uses, having many qualities such as insulation, fire and chemical resistance. Its suitability across a wide range of uses and its relatively cheap cost made it very popular, with over 3,000 different asbestos products having been recorded.
- 1.2 The use of asbestos containing materials (ACM's) was most prevalent between the 1950's and 1970's when it provided an economic, easy to use and versatile material. Unfortunately, given the constitution and make up of asbestos it can give rise to microscopic airborne fibres being released into the working environment. The fibres have carcinogenic properties, which, when inhaled can lodge in the lining of the lungs causing disease and death.
- 1.3 For this reason the use of asbestos has receded and its use in buildings was eventually banned in 1999. Despite its ban, millions of tonnes of ACM's are still present in properties and buildings throughout the UK.

Scope and Purpose

- 1.4 Shorts Group Ltd has commissioned Airsafe Surveys Ltd to undertake a Demolition / Refurbishment Asbestos Survey of Williams Press, 21 Clivemont Road, Maidenhead, SL6 7BX. The aim of the survey was to locate and identify the presence of ACM's or suspected ACM's, as far as is reasonably practicable. This report provides a record and assessment of the extent and characteristics of ACM's. It is assumed that all ACMs identified will be removed to enable demolition / refurbishment, therefore priority assessment scores are not given.
- 1.5 This type of survey employs the use of destructive sampling techniques of an unfamiliar site. Although every effort is made to locate all asbestos containing materials, it cannot be ruled out that undiscovered ACMs may be present in inaccessible areas due to the way that ACMs were used during construction. Therefore we cannot give assurances that all asbestos containing materials have been located and as such we recommend that further sampling be undertaken, should any suspect material become accessible during the course of any demolition / refurbishment works.

Site Description & Survey Purpose

The site is a brick and block constructed former print works which is split into warehouse areas and front office space. The purpose of the survey was to locate and identify any ACM's within the building prior to refurbishment works.

Sources of Data

Background Information

- 1.6 No background information was available concerning the location of asbestos-containing materials within the buildings on the site.

Inspection, sampling and testing

- 1.7 Airsafe Surveys Ltd carried out a visual inspection of the buildings. The purpose of the inspection was to identify locations where the presence of asbestos is suspected, and to make arrangements for the recovery and testing of representative samples, where practicable. The inspection also enabled informed judgements to be made about the likelihood of asbestos being present in situations where samples could not be recovered.
- 1.8 Based on the findings of the visual inspection, representative bulk samples of materials suspected of containing asbestos were recovered. During the sampling process, care was taken to verify that the recovered samples were representative of the situation and the medium in which asbestos contamination was suspected. The sampling protocol that was used is as specified in HSG264 (Asbestos: The Survey Guide), published by the Health & Safety Executive.
- 1.9 The recovered samples were subsequently examined by Airsafe Analytical Ltd (UKAS number: 4376) to establish their asbestos content, in accordance with their in-house procedures and HSG248 (Asbestos: The analysts' guide for sampling, analysis and clearance procedures), published by the Health & Safety Executive. The analysis certificate is presented in Appendix A.

Presentation of Findings

Data Sheets

- 1.10 A series of data sheets provide assessments and recommendations for each of the locations where samples were taken. These data sheets are presented in Appendix B. The information in the data sheets is summarised in Appendix C.

Plans

- 1.11 Asbestos location plans presented in Appendix D if supplied by client at the time of the survey, shows the locations of all materials found to contain Asbestos (ACM's). Additionally areas of no access, if applicable, will be highlighted on the plans.

Material Assessment Algorithm

- 1.12 A material assessment algorithm for potential of fibre release has been carried out for all asbestos materials found, based on their product type, condition (extent of damage/deterioration), surface treatment and asbestos type. The method adopted is as described below;

Sample Variable	Score	Examples of scores
Product Type (or debris from product)	1	Asbestos-reinforced composites (plastics, resins, mastics, vinyl floor tiles, semi-rigid paints or decorative finishes, asbestos cement etc.).
	2	AIB, millboards, other low-density insulation boards, asbestos textiles, gaskets, ropes & woven textiles, asbestos paper & felt.
	3	Thermal insulation (e.g. pipe & boiler lagging), sprayed asbestos, loose asbestos, asbestos mattresses & packing.
Extent of Damage / Deterioration	0	Good Condition
	1	Low Damage
	2	Medium Damage
	3	High Damage
Surface Treatment	0	Composite materials (reinforced plastics, resins, vinyl tiles)
	1	Enclosed sprays & lagging, AIB (with exposed face painted or encapsulated), asbestos cement
	2	Unsealed AIB, or encapsulated lagging & sprays
	3	Unsealed lagging & sprays
Asbestos Type	1	Chrysotile
	2	Amphibole asbestos excluding crocidolite
	3	Crocidolite
Score		Potential to release fibres
10 or more		High
7 – 9		Medium
5 – 6		Low
4 or less		Very Low

Control of Asbestos Regulations

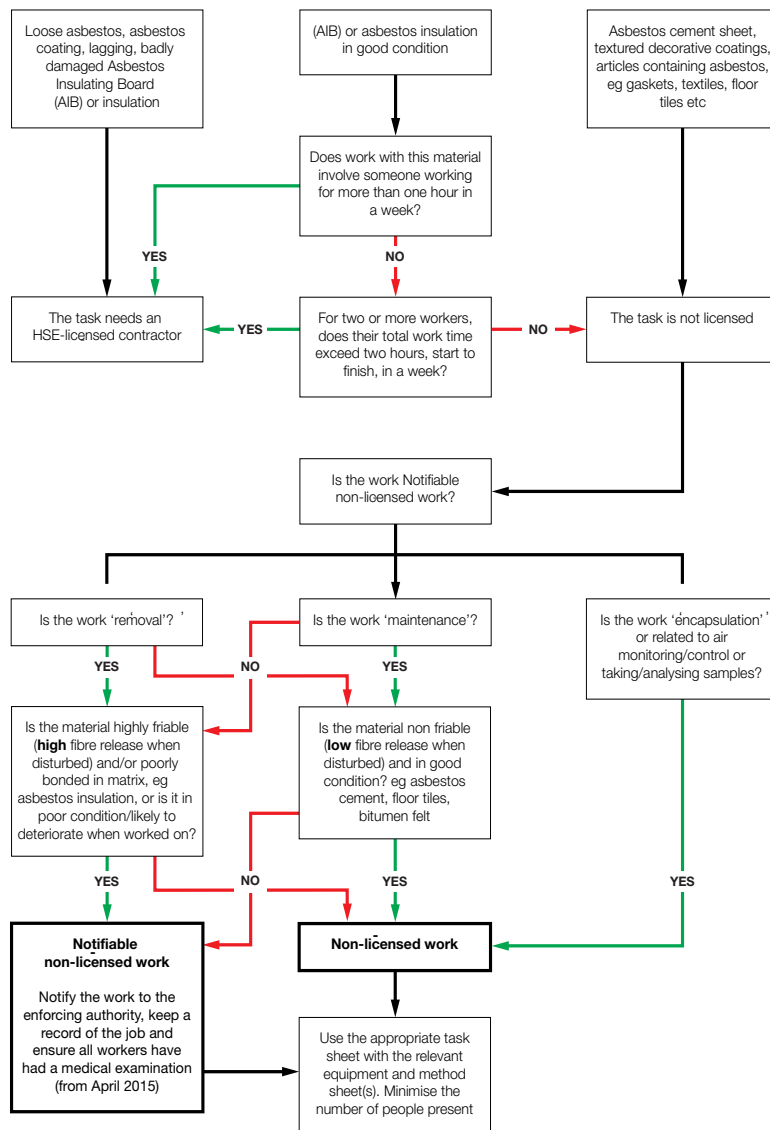
1.13 The Control of Asbestos Regulations 2012 (CAR) applies to most work situations involving risk of exposure to asbestos. CAR requires that employers:

- Take all reasonable steps to identify the locations of materials likely to contain asbestos.
- Assume that the identified materials contain asbestos, unless there is evidence to the contrary.
- Keep an up to date written record (an **Asbestos Register**) of the location of asbestos-containing materials.
- Monitor the condition of asbestos-containing materials.
- If any remedial / removal works are required it should be determined whether the work is licensed, notifiable non-licensed or non-licensed. This has to be determined in each case and will depend on the type of work being carried out, the type of material and its condition (as shown in the decision flow chart below).
 - Some non-licensed work needs to be notified to the relevant enforcing authority.
 - Brief written records should be kept of non-licensed work, which has to be notified e.g. copy of the notification with a list of workers on the job, plus the level of likely exposure of those workers to asbestos. This does not require air monitoring on every job, if an estimate of degree of exposure can be made based on experience of similar past tasks or published guidance.
 - By April 2015, all workers / self-employed carrying out notifiable non-licensed work with asbestos must be under health surveillance by a Doctor. Workers who are already under health surveillance for licensed work need not have another medical examination for non-licensed work. BUT medicals for notifiable non-licensed work are not acceptable for those carrying out licensed work
- Make a written assessment of the risk of exposure from asbestos.
- The Regulations require mandatory training for anyone liable to be exposed to asbestos fibres at work. This includes maintenance workers and others who may come into contact with or who may disturb asbestos as well as those involved in asbestos removal work.
- Prepare and implement a **management plan** to control asbestos-related health risks, including measures to ensure that:
 - Materials known or presumed to create a risk of exposure to asbestos is repaired or, if necessary removed.

- Materials known or presumed to contain asbestos, but which does not pose a risk of exposure, are maintained in a good state of repair.
- Information about the location and condition of materials known or presumed to contain asbestos are given to anyone likely to disturb them.

Decision flow chart

Use this simple flow chart to help you decide who needs to do the work:



2.0 REFERENCES

- (1) HSG264 Asbestos: The Survey Guide**
HSE Books
- (2) HSG248 Asbestos: The analyst's guide for sampling, analysis and clearance procedures.**
Methods for the Determination of Hazardous Materials, HSE Books
- (3) HSG227 A Comprehensive Guide to Managing Asbestos in Premises**
HSE Books
- (4) The Control of Asbestos Regulations 2012**
- (5) Working with materials containing Asbestos**
Approved Code of Practice (CAR 2012)

Appendix A

Results of Laboratory Testing
(Bulk Sample Identification Certificates)

Certificate of Analysis

Job Number :	AA5462	Date :	23/04/15	Analyst :	RW
Name & Address of Client :			Site Address :		
Shorts Group Ltd			Williams Press		
London Court			21 Clivemont Road		
London Road			Maidenhead		
Bracknell					
Berks					
Postcode :	RG12 2UT	Tel :	01344 620316	Postcode :	SL6 7BX
Date Samples Taken :	20/04/15	Certificate Number :	1 of 1		
Date Samples Received :	21/04/15	Total Number of Samples :	9		
Date of Analysis :	23/04/15	Clients Representative :	Veronica Holmes		


Samples collected by the client are evaluated using information provided by the client at the time of delivery. Airsafe Analytical Limited are not responsible for the accuracy and / or competence of the sampling by third parties. Under these circumstances Airsafe Analytical Limited cannot be held responsible for the interpretation of the results shown.

All samples of material, detailed below, have been examined to determine the presence of Asbestos fibres using Polarised Light Microscopy and the McCrone Dispersion Staining Technique in accordance with Airsafe Analytical Limited's documented "in-house" procedures which are based on the HSE's guidance note HSG248 - Asbestos: The Analysts' guide for sampling analysis and clearance procedures.

AA Sample Reference	Client Sample Number	Sample Description / Material Type	Fibre Type Detected
B01		Mens w/c FT	NADIS
B02		Boxing to small room	NADIS
B03		Boxing to machine room	NADIS
B04		Warehouse walls and ceiling	NADIS
B05		Electric cupboard panels	CHRYSTOTILE
B06		Office walls Board	AMOSITE
B07		Office walls Cement	CHRYSTOTILE
B08		Gents w/c cistern	AMOSITE
B09		Boards to storage	NADIS

NADIS = No Asbestos Detected In Sample

All samples will be retained by the laboratory for a minimum of 6 months from the date the samples were received.

Analyst Name :	R. WREN	Date :	23/04/15	Time :	1150
Signature :					
ISSUE NUMBER	4	DATE	JAN 2014		

This Certificate may only be reproduced in FULL and with the written authority of the issuing laboratory.

Appendix B

Data Sheets

Sample Ref: B01 Location: Paper Store W/C Floor



Material Sampled: Vinyl Flooring

Analysis Result: **No Asbestos Detected**
Approximate Quantity:
Product Type:
Condition:
Surface Treatment:

Material Assessment Score: **0**

Remarks / Recommendations: N/A

Sample Ref: B02 Location: Bailing Boxing to Small Room



Material Sampled: Supalux (New Fibre Insulation Board)

Analysis Result: **No Asbestos Detected**
Approximate Quantity:
Product Type:
Condition:
Surface Treatment:

Material Assessment Score: **0**

Remarks / Recommendations: N/A

Sample Ref: B03 Location: Bindery Workshop Machine Room



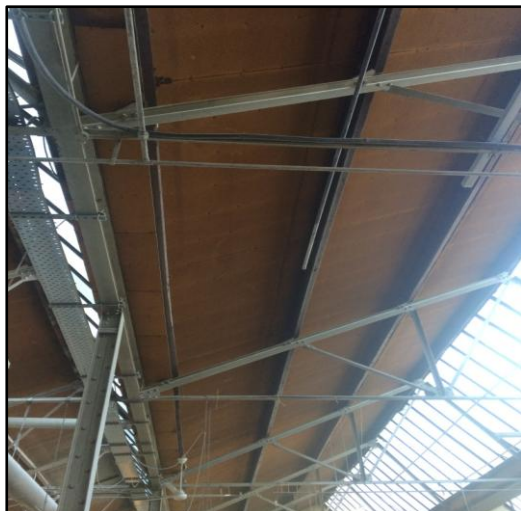
Material Sampled: Supalux (New Fibre Insulation Board)

Analysis Result: **No Asbestos Detected**
Approximate Quantity:
Product Type:
Condition:
Surface Treatment:

Material Assessment Score: **0**

Remarks / Recommendations: N/A

Sample Ref:	B04	Location:	Bindery Panels to Ceilings and Walls
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Material Sampled: Fibre Board

Analysis Result: **No Asbestos Detected**
 Approximate Quantity:
 Product Type:
 Condition:
 Surface Treatment:

Material Assessment Score: **0**

Remarks / Recommendations: N/A

Sample Ref:	B05	Location:	Office Electrical Cupboard Wall Panels
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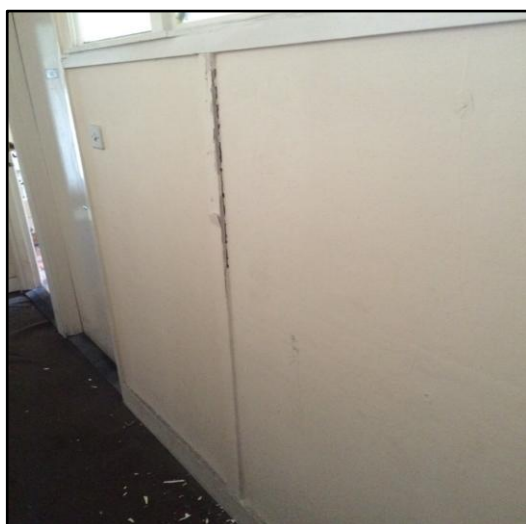
Material Sampled: Cement

Analysis Result: **Chrysotile (white) Asbestos**
 Approximate Quantity: 20 m²
 Product Type: **Asbestos Re-inforced Composites**
 Condition: **Low Damage**
 Surface Treatment:

Material Assessment Score: **3**

Remarks / Recommendations: Manage In Situ
 Normal recommendation would be to remove
 But as this area is staying in Situ manage.
 If refurbishment is likely to disturb then Removal

Sample Ref:	B06	Location:	Office Wall Panels
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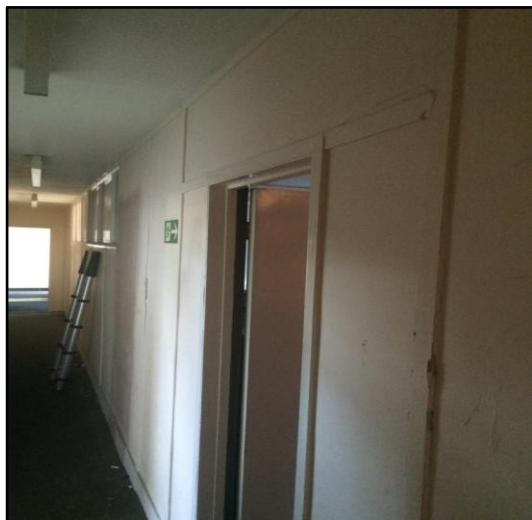
Material Sampled: Insulation Board

Analysis Result: **Amosite (brown) Asbestos**
 Approximate Quantity: 16 m²
 Product Type: **AIB / Millboards / Textiles**
 Condition: **Good Condition**
 Surface Treatment: **Cement / Sealed AIB / Enclosed Lagging**

Material Assessment Score: **5**

Remarks / Recommendations: Manage In Situ
 Normal recommendation would be to remove
 But as this area is staying in Situ manage.
 If refurbishment is likely to disturb then Removal
 By a licensed contractor.

Sample Ref:	B07	Location:	Office Wall Panels
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Material Sampled: Cement

Analysis Result: **Chrysotile (white) Asbestos**

Approximate Quantity: 36 m²

Product Type: **Asbestos Re-inforced Composites**

Condition: **Good Condition**

Surface Treatment: **Cement / Sealed AIB / Enclosed Lagging**

Material Assessment Score: **3**

Remarks / Recommendations: Manage In Situ

Normal recommendation would be to remove

But as this area is staying in Situ manage.

If refurbishment is likely to disturb then Removal

Sample Ref:	B08	Location:	Gents W/C
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Material Sampled: Composite Toilet Cistern

Analysis Result: **Amosite (brown) Asbestos**

Approximate Quantity: 1 m²

Product Type: **Asbestos Re-inforced Composites**

Condition: **Good Condition**

Surface Treatment: **Composite Materials**

Material Assessment Score: **3**

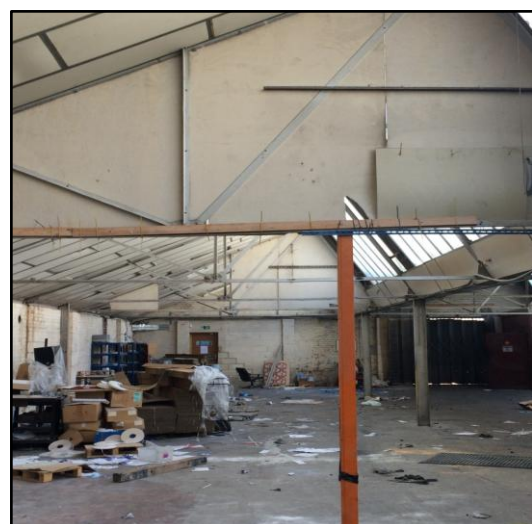
Remarks / Recommendations: Manage In Situ

Normal recommendation would be to remove

But as this area is staying in Situ manage.

If refurbishment is likely to disturb then Removal

Sample Ref:	B09	Location:	10 Col Room & Storage Panels
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Material Sampled: Supalux (New Fibre Insulation Board)

Analysis Result: **No Asbestos Detected**

Approximate Quantity:

Product Type:

Condition:

Surface Treatment:

Material Assessment Score: **0**

Remarks / Recommendations: N/A

Sample Ref:	V01	Location:	Above Studio
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Material Sampled: Pre-formed cement Flue pipe

Analysis Result: **Chrysotile (white) Asbestos**

Approximate Quantity: 1 lm

Product Type: **Asbestos Re-inforced Composites**

Condition: **Good Condition**

Surface Treatment: **Cement / Sealed AIB / Enclosed Lagging**

Material Assessment Score: **3**

Remarks / Recommendations: Manage In Situ Unable to access due to height and Location
Normal recommendation would be to remove
But as this area is staying in Situ manage.
If refurbishment is likely to disturb then Removal

Sample Ref:	V02	Location:	External Roof Area
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Material Sampled: Corrugated Cement Sheets

Analysis Result: **Chrysotile (white) Asbestos**

Approximate Quantity: 2,250 m²

Product Type: **Asbestos Re-inforced Composites**

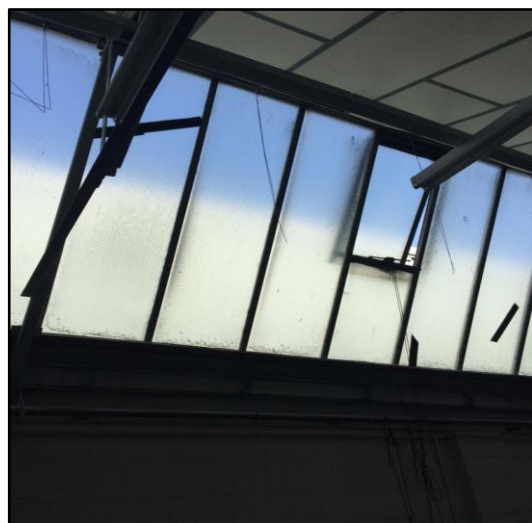
Condition: **Good Condition**

Surface Treatment:

Material Assessment Score: **2**

Remarks / Recommendations: Manage In Situ Unable to access due to height and Location
Normal recommendation would be to remove
But as this area is staying in Situ manage.
If refurbishment is likely to disturb then Removal

Sample Ref:	V03	Location:	Sky Lights
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Material Sampled: Rope Gaskets

Analysis Result: **Chrysotile (white) Asbestos**

Approximate Quantity: Throughout

Product Type: **AIB / Millboards / Textiles**

Condition: **Good Condition**

Surface Treatment: **Composite Materials**

Material Assessment Score: **3**

Remarks / Recommendations: Manage In Situ Unable to access due to height and Location
Normal recommendation would be to remove
But as this area is staying in Situ manage.
If refurbishment is likely to disturb then Removal
Presumed window to contain

Appendix C

Summary of Findings

No	Location	Material Sampled	Asbestos Content	Quantity
B01	Paper Store W/C Floor	Vinyl Flooring	No Asbestos Detected	N/A
B02	Bailing Boxing to Small Room	Supalux (New Fibre Insulation Board)	No Asbestos Detected	N/A
B03	Bindery Workshop Machine Room	Supalux (New Fibre Insulation Board)	No Asbestos Detected	N/A
B04	Bindery Panels to Ceilings and Walls	Fibre Board	No Asbestos Detected	N/A
B05	Office Electrical Cupboard Wall Panel	Cement	Chrysotile (white) Asbestos	20 m ²
B06	Office Wall Panels	Insulation Board	Amosite (brown) Asbestos	16 m ²
B07	Office Wall Panels	Cement	Chrysotile (white) Asbestos	36 m ²
B08	Gents W/C	Composite Toilet Cistern	Amosite (brown) Asbestos	1 m ²
B09	10 Col Room & Storage Panels	Supalux (New Fibre Insulation Board)	No Asbestos Detected	N/A
V01	Above Studio	Pre-formed cement Flue pipe	Chrysotile (white) Asbestos	1 lm
V02	External Roof Area	Corrugated Cement Sheets	Chrysotile (white) Asbestos	2,250 m ²
V03	Sky Lights	Rope Gaskets	Chrysotile (white) Asbestos	Throughout

Appendix D

Asbestos Location Plan

PLANS NOT TO SCALE

