

**safety systems**

**Division 5 Asbestos Report**  
**165-171 Hargreaves Street**  
Bendigo VIC 3550



August 2021

Report By  
**Safety Systems Pty Ltd**  
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10<sup>th</sup> August 2021

SSPL Job No 210307-02

Mr Nicole Botham  
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3 Seymoure Street  
Eaglehawk VIC 3550

Sent by email to: NicoleBotham@bchs.com.au

**Division 5 Asbestos Report. 165-171 Hargreaves Street, Bendigo VIC 3550.**

Dear Nicole,

*Safety Systems Pty Ltd* are pleased to provide the Division 5 Asbestos Report for the 165-171 Hargreaves Street, Bendigo VIC 3550.

*Safety Systems* can also assist with our Occupational Hygiene matters such as Asbestos Air Monitoring, Asbestos Removal Clearance Certificates and Asbestos Awareness Training.

Please don't hesitate to contact us on 5442 5449 if we can assist you with any part of this report.

Yours sincerely



**PAUL FLOOD**

Asbestos Assessor Licence No: LAA001102  
FAOQ, CPSIA. BAppSci(Chem). Grad Cert Occ Hygiene  
Managing Director  
Safety Systems Pty Ltd

## Disclaimer

This report has been prepared for the client for the purposes set out herein. The services provided by *Safety Systems Pty Ltd (Safety Systems)* have been conducted with the level of quality and expertise generally associated with activities of this nature. Responsibility is disclaimed for any loss or damage to any party whatsoever.

*Safety Systems Pty Ltd* does not intend that any other person accept or rely upon it. The information contained in this report is considered to be accurate to the best of our knowledge and belief. *Safety Systems Pty Ltd* cannot guarantee completeness or accuracy of any descriptions or conclusion based on supplied information.

*Safety Systems Pty Ltd* are unable to assure readers that this register is current. Disturbance, removals, damage, or refurbishment of asbestos containing materials may have taken place since the development of the register.

Contact *Safety Systems* on 1300 797 312 for advice in the first instance.

## Distribution

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### Report By:

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Table of Contents

Disclaimer-----3

Distribution-----3

1. Executive Summary-----5

2. Survey Findings-----6

3. Scope-----6

4. Survey Method-----7

5. Report Descriptors-----8

6. Risk Ratings-----9

7. Survey limitations-----11

8. Recommendations-----12

Appendix 1: Asbestos Register-----13

Appendix 2: Site Map-----16

## 1. Executive Summary

Safety Systems Pty Ltd (*Safety Systems*) carried out a Division 5 Asbestos audit of the 165-171 Hargreaves Street, Bendigo VIC 3550, in accordance with the Scope of Works herein.

An Asbestos Register has been prepared in accordance with the relevant Regulations and Compliance Codes. The Regulations require that the Asbestos Register be “readily available” to management, staff, contractors and any person who needs to be aware of the asbestos hazard.

Recommended actions and detailed findings are described within this full report. A summary of the asbestos hazards identified are as follows:

<b>FRIABLE ASBESTOS</b>				
<b>Building</b>	<b>Location</b>	<b>Surface</b>	<b>Material</b>	<b>Priority</b>
	No friable asbestos identified			
<b>NON-FRIABLE ASBESTOS</b>				
<b>Building</b>	<b>Location</b>	<b>Surface</b>	<b>Material</b>	<b>Priority</b>
	No non-friable asbestos identified			
<b>INACCESSIBLE AREAS</b>				
<b>Building</b>	<b>Location</b>	<b>Surface</b>	<b>Material</b>	<b>Priority</b>
Main	Clinic room 1-5 and store room	Floor	Vinyl Sheet	4
Main	Dirty room	Floor	Vinyl Sheet	4
Main	Bathrooms	Floor	Ceramic Tile, vinyl sheet	4
Main	Boardroom	Splash back	Ceramic Tile	4
Main	Kitchen	Floor	Vinyl Sheet	4
Main	Kitchen	Splash back	Ceramic Tile	4
Main	Cafe	Floor	Ceramic Tile	4
Main	Cafe	Splash back	Ceramic Tile	4
Main	Bathrooms	Floor	Ceramic Tile	4

### **NEXT AUDIT DATE**

The legislation requires that asbestos audits be carried out at less than 5 year intervals. However, for high and medium priority ratings, we may recommend more frequent audits be carried out.

A Division 6 Audit should be carried out on any inaccessible areas prior to works which may cause disturbance.

Due to site specific asbestos hazards, *Safety Systems* recommends re-inspection every five years.

## 2. Survey Findings

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Detailed findings of the hazards are summarised in Appendix 3: *Asbestos Register*. The contents of each appendix are described as follows:

- *Appendix 1: Asbestos Register*. List the areas inspected and finding as part of the site audit.
- *Appendix 2: Site Map*

## 3. Scope

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The scope of the work was to prepare a Division 5 Asbestos Register and report findings

**NOTE:**

A Division 5 Asbestos Audit: Is a non-invasive audit for buildings that are occupied. There may be areas inaccessible at the time of audit. For example, non-visible adhesives and ceramic tile backing materials.

Division 6 Asbestos Audit: Is a more invasive audit for buildings prior demolition or refurbishment. Destructive and damaging methods may be used to identify asbestos in inaccessible areas. For example, the removal of wall tiles to inspect backing materials and the opening of wall cavities.

Division 5 Asbestos Register Review: Is a review of the current Asbestos Register to assess the condition and existence of ACM listed on that register. This does not include the re-inspection of the building and other asbestos related matters.

## 4. Survey Method

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The objective of the survey was to identify the presence of hazardous materials such as asbestos containing materials.

The survey was conducted in an analytical and methodical manner which included visual inspection of accessible areas and the collection of asbestos samples as required. Records and photographs were taken to report the location, type and condition of the hazardous materials.

- Asbestos was identified visually and suspect materials were sampled and then analysed by a NATA accredited laboratory in accordance with the legislation. Representative sampling was carried out using hand tools to ensure minimal disturbance. Sampling locations were made safe with a covering such as white out or silicon when required.

## 5. Report Descriptors

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**ACM:** Asbestos-containing material

**HSR:** Health and Safety Representative

**Immediate Action:** Stop work and deny access to the affected area

**Long Term Action:** Within years or prior disturbance, renovation or demolition

**Medium to Long Term Action:** Within several months or years

**NATA:** National Association of Testing Authorities

**No Asbestos Identified:** An independent competent person did not identify any asbestos during the course of the inspection

**N/A:** Not Applicable

**Short Term Action:** Within weeks

**SSPL:** Safety Systems Pty Ltd

**Unknown:** Could not be determined

## 6. Risk Ratings

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Elimination of asbestos hazards and risks is the most preferred. Planning should include elimination of asbestos as the first option.

Hazard ratings have been developed in consultation with the relevant known published technical standards including but not limited to:

- *Victorian Compliance Code for Managing Asbestos in the Workplace*
- National Code of Practice *How to Manage and Control Asbestos in the Workplace, Safe Work Australia 2011*
- *Asbestos: The Survey Guide, Health and Safety Executive 2012*

Factors considered as a risk in relation to asbestos-containing material include:

- Evidence of physical damage
- Evidence of water damage
- Proximity of air plenums or direct airstream
- Friability of asbestos material
- Requirement for access for building operations
- Requirement for access for maintenance operations
- Likelihood of disturbance of the asbestos material
- Accessibility
- Exposed surface areas
- Environmental conditions

Regulations require the employer and/or person with management control, to eliminate any risk associated with the presence of asbestos. If it is not reasonably practicable to remove the asbestos, the risk must be reduced by enclosing or sealing the asbestos. The following risk ratings have been adopted to assist with priorities and the development of the Asbestos Management Plan:

### **PRIORITY 1: HIGH RISK - IMMEDIATE ACTION**

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As a guide, asbestos containing materials present an immediate risk due to damage or likely disturbance. There is an increased risk of asbestos fibres becoming airborne or being transferred to other areas. ACM examples include, but are not limited to:

- Damaged friable or poorly bonded to substrate
- Severe damage, instability, or deterioration
- Location makes it difficult to contain e.g., adjacent air conditioning
- Debris or dust in accessible area

#### **ACTIONS:**

Access should be restricted to affected area and asbestos risk remediated before re-entry. Conduct air monitoring of affected and adjacent areas if there is a likelihood of persons being affected. Implement other controls in accordance with an Asbestos Management Plan

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#### **PRIORITY 2: MEDIUM RISK - MEDIUM TERM ACTION**

As a guide, asbestos containing materials may be unstable, likely to deteriorate or be disturbed, but it does not present an immediate risk. Examples include, but are not limited to:

- Damage to non-friable materials such as cement sheeting
- Possibility of disturbance through contact or close proximity
- Stored materials
- Debris in restricted access areas

#### **ACTIONS:**

Access may need to be restricted affected area. Remediate the asbestos hazard by removing, enclosing, or sealing and/or actions in accordance with an Asbestos Management Plan.

#### **PRIORITY 3: LOW RISK – LONG TERM ACTION**

As a guide, friable or non-friable materials in a stable condition and effectively sealed against fibre dispersion with low risk of disturbance. Examples include, but are not limited to:

- Materials firmly bonded in good condition
- Readily visible for further inspection
- Unlikely damage or disturbance

#### **ACTIONS:**

Maintain in stable condition, including labelling, readily accessible asbestos register and periodic inspection. Remove prior to disturbance and/or in accordance with an Asbestos Management Plan.

#### **PRIORITY 4: POSSIBLE ASBESTOS PRESENT**

Assume that asbestos is present. The area could not be accessed at the time of audit, or it is uncertain if asbestos is present. The area should be inspected prior to the area being disturbed. Examples include, but not limited to:

- Area could not be inspected
- Ceramic tile backing materials
- Floor covering adhesive
- Restricted access area
- Inaccessible area

#### **ACTIONS:**

Ensure the area is inspected prior disturbance. This may include partial demolition or removal of some structure for access. Maintain in stable condition, including labelling, readily accessible asbestos register and periodic inspection. Remove the asbestos-containing material prior to disturbance and/ or in accordance with the Asbestos Management Plan.

#### **DISTURB RISK**

**LOW:** Low risk of disturbing ACM during normal day to day activities.

**MEDIUM:** Medium risk of disturbing ACM during normal day to day activities.

**HIGH:** High risk of disturbing ACM during normal day to day activities.

## 7. Survey limitations

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*Safety Systems* has carried out this work in accordance with industry best practice, relevant statutory Regulations and Compliance Codes of Practice. Recommendations contained herein, provide practical guidance to assist the duty holder comply with the Regulations, Compliance Codes and relevant Standards.

Quantities of asbestos-containing materials described herein are merely approximations to give an indication about the extent of the hazard; Quantities listed must not be used or relied upon for costings or remediation works.

The wording “No asbestos identified” used herein does not mean “asbestos free”. This report can only be relied upon for observations made in the course of the inspection.

Site audits cannot guarantee to locate the presence of all asbestos. It is not possible to inspect wall cavities, subfloors, spaces, ceiling voids, ducts, plant, inaccessible and areas not known to the auditor at the time. Therefore, without substantial demolition, dismantling or excessive testing, it is not possible to verify that all asbestos has been detected. For example, asbestos cement sheeting was regularly used for concrete formwork and as packing materials in framing.

The Regulations require that inaccessible areas likely to contain asbestos are assumed to contain asbestos until further investigation has determined otherwise. Inaccessible areas may be listed on the Asbestos Register, and consequently must be inspected prior to maintenance, refurbishment or demolition activities likely to disturb the area. It is the responsibility of persons disturbing areas not accessed during the audit to exercise due care. Demolition or refurbishment works should be stopped immediately if suspect materials are visually identified, until a competent person makes an assessment.

If there are any concerning materials not listed in this report, contact *Safety Systems* on 1300 797 312 in the first instance.

## 8. Recommendations

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In order to prevent the exposure of employees, contractors, and members of the public to airborne asbestos fibres, there should be a thorough and systematic approach to managing asbestos in the workplace.

Specific recommendations for asbestos are listed in the Asbestos Register herein. General recommendations for asbestos are listed in the Asbestos Management Plan herein. Further assessment and recommendations may be required.

The Asbestos Management Plan has been developed in accordance with criteria described in the:

- Victorian Compliance Code for *Managing Asbestos in Workplaces* October Worksafe Victoria 2017
- National Code of Practice for *How to Manage and Control Asbestos in the Workplace* Safe Work Australia 2011

The organization may have, or require a broader Asbestos Management Plan, to meet the needs of the business as whole. Contact *Safety Systems* on 1300 797 312 for further advice about any asbestos related matter including registers, management plans, labelling, QR Codes and remediation.

## Appendix 1: Asbestos Register

Photo	Sample	Building	Location	Surface	Material	Condition	Readily accessible	Friable	Comments / Likelihood of disturbance	Hazard Priority*	Hazardous Material	Approx. Qty (m <sup>2</sup> )
		Main	Exterior	Roof	Metal						No	
		Main	Exterior	Wall	Brick						No	
		Main	Exterior	Floor	Concrete						No	
		Main	Reception	Ceiling	Plaster						No	
		Main	Reception	Wall	Plaster						No	
		Main	Reception	Floor	Carpet on Concrete						No	
		Main	Clinic room 1-5 and store room	Ceiling	Ceiling tile						No	
		Main	Clinic room 1-5 and store room	Wall	Plaster						No	
		Main	Clinic room 1-5 and store room	Floor	Vinyl Sheet				Possible AC materials beneath modern vinyl sheet. Assume asbestos is present until determined otherwise. Engage an asbestos consultant prior to works which may cause disturbance.	4	Asbestos	
		Main	Meeting room 1,2, 3 and resources room	Ceiling	Ceiling tile						No	
		Main	Meeting room 1,2, 3 and resources room	Wall	Plaster						No	
		Main	Meeting room 1,2, 3 and resources room	Floor	Carpet on Concrete						No	
		Main	Tenant rooms x 4	Ceiling	Ceramic Tile						No	
		Main	Tenant rooms x 4	Wall	Plaster						No	
		Main	Tenant rooms x 4	Floor	Carpet on Concrete						No	
		Main	Dirty room	Ceiling	Plaster						No	
		Main	Dirty room	Wall	Plaster						No	
		Main	Dirty room	Floor	Vinyl Sheet				Possible AC materials beneath modern vinyl sheet. Assume asbestos is present until determined otherwise. Engage an asbestos consultant prior to works which may cause disturbance.	4	Asbestos	
		Main	Bathrooms	Ceiling	Plaster						No	
		Main	Bathrooms	Wall	Plaster, block work						No	

Division 5 Asbestos Report (Job No 210307-02) 165-171 Hargreaves Street, Bendigo.

Photo	Sample	Building	Location	Surface	Material	Condition	Readily accessible	Friable	Comments / Likelihood of disturbance	Hazard Priority*	Hazardous Material	Approx. Qty (m <sup>2</sup> )
		Main	Bathrooms	Floor	Ceramic Tile, vinyl sheet				Possible AC materials beneath modern vinyl sheet. Assume asbestos is present until determined otherwise. Engage an asbestos consultant prior to works which may cause disturbance.	4	Asbestos	
		Main	Boardroom	Ceiling	Ceiling tile						No	
		Main	Boardroom	Wall	Plaster						No	
		Main	Boardroom	Floor	Carpet on Timber						No	
		Main	Boardroom	Splash back	Ceramic Tile				Possible cement sheet behind/beneath ceramic tiles. No access without using destructive methods. Assume asbestos is present until determined otherwise. Engage an asbestos consultant prior to works which may cause disturbance.	4	Asbestos	
		Main	Kitchen	Ceiling	Plaster tile						No	
		Main	Kitchen	Wall	Plaster						No	
		Main	Kitchen	Floor	Vinyl Sheet				Possible AC materials beneath modern vinyl sheet. Assume asbestos is present until determined otherwise. Engage an asbestos consultant prior to works which may cause disturbance.	4	Asbestos	
		Main	Kitchen	Splash back	Ceramic Tile				Possible cement sheet behind/beneath ceramic tiles. No access without using destructive methods. Assume asbestos is present until determined otherwise. Engage an asbestos consultant prior to works which may cause disturbance.	4	Asbestos	
		Main	East wall offices x8	Ceiling	Plaster tile						No	
		Main	East wall offices x8	Wall	Plaster						No	
		Main	East wall offices x8	Floor	Carpet on Concrete						No	
		Main	Records and reporting room	Ceiling	Plaster tile						No	
		Main	Records and reporting room	Wall	Plaster						No	
		Main	Records and reporting room	Floor	Carpet on Concrete						No	
		Main	Counsellors, IT and CEO Room	Ceiling	Plaster tile						No	

Division 5 Asbestos Report (Job No 210307-02) 165-171 Hargreaves Street, Bendigo.

Photo	Sample	Building	Location	Surface	Material	Condition	Readily accessible	Friable	Comments / Likelihood of disturbance	Hazard Priority*	Hazardous Material	Approx. Qty (m <sup>2</sup> )
		Main	Counsellors, IT, CEO room	Wall	Plaster						No	
		Main	Counsellors, IT, CEO room	Floor	Carpet on Concrete						No	
		Main	Settlements room	Ceiling	Plaster tile						No	
		Main	Settlements room	Wall	Plaster						No	
		Main	Settlements room	Floor	Carpet on Concrete						No	
		Main	Cafe	Ceiling	Plaster tile						No	
		Main	Cafe	Wall	Plaster						No	
		Main	Cafe	Floor	Ceramic Tile				Possible cement sheet behind/beneath ceramic tiles. No access without using destructive methods. Assume asbestos is present until determined otherwise. Engage an asbestos consultant prior to works which may cause disturbance.	4	Asbestos	
		Main	Cafe	Splash back	Ceramic Tile				Possible cement sheet behind/beneath ceramic tiles. No access without using destructive methods. Assume asbestos is present until determined otherwise. Engage an asbestos consultant prior to works which may cause disturbance.	4	Asbestos	
		Main	Bathrooms	Ceiling	Plaster						No	
		Main	Bathrooms	Wall	Plaster						No	
		Main	Bathrooms	Floor	Ceramic Tile				Possible cement sheet behind/beneath ceramic tiles. No access without using destructive methods. Assume asbestos is present until determined otherwise. Engage an asbestos consultant prior to works which may cause disturbance.	4	Asbestos	

Appendix 2: Site Map

