

Asbestos Liaison Group Technical Sub Committee (ALGTSC)	
Minutes of the meeting of the ALTSC held on the 25th January 2011 at BOHS offices Derby	
<p>Present: Martin Gibson (HSE), Colette Willoughby (BOHS), Steve Sadley (ARCA), Steve Watkins (UKATA), Dave Simpson (ACAD)</p> <p>Apologies for absence: None</p>	
1.0	<p>Introductions, apologies and welcome:</p> <p>Martin Gibson welcomed all attendees to the meeting and thanked Colette Willoughby for preparing the minutes from the last meeting and producing the agenda for today's meeting. Martin Gibson raised the issue that quite a few items had been discharged for which there was no output. Martin Gibson was concerned that these needed to be recorded and suggested that the ALGTSC minutes should be attached to the ALG minutes. The Committee agreed and Martin Gibson stated that this should be tabled at the next ALG meeting.</p> <p>Action: Martin Gibson to table at ALG meeting on 3rd February</p>
2.0	<p>Minutes of last ALGTSC meeting and acceptance:</p> <p>The minutes of the ALGTSC meeting held on the 3rd November 2010 were agreed and accepted by the Committee.</p>
3.0	<p>Matters Arising from the minutes:</p> <p>Item 6.0 Waste water from DCU's and discharge - Discharged</p> <p>Item 7.0 ALG memos with the same number - Discharged</p> <p>Item 8.0 The use of unpowered ori-nasal half masks and the guidance in HSG53</p> <p>Work on the revision of the Analysts Guide has restarted with a revised timescale. The Guide will not be out for consultation until summer or late summer. Use of respirators will be covered fully in the Analysts Guide. Any respirator used for more than one hour should be a powered respirator and analysts will have to fall in line with this and as a result plan their work better to accommodate this requirement. A powered visor or powered half mask with a protection factor of 20 may be an alternative. Correct maintenance procedures for these type of respirators will have to be adopted by analysts</p> <p>Item 9.0 The use of flame retardant coveralls for asbestos work on offshore installations</p> <p>There are three prescribed levels of fire retardant coveralls and these are known as index</p>

levels 1 to 3. The current type 5 coverall worn by asbestos removal operatives would be classed as index 1 and therefore would not have any flame retardant properties. Therefore two coveralls would need to be worn; the index 2 or 3 garment would have to be worn under the type 5 coverall.

Index 2 or 3 garments are usually reusable and would therefore have to be laundered. Laundering of these garments needs to be carried out carefully to avoid affecting the flame retardant properties of the garment.

Martin Gibson's paper on this item is almost complete and includes a table which gives options as to what coveralls / garments can be worn in different situations.

Action:

Martin Gibson to circulate paper on completion to Committee members for comment

Item 10 The entry into live enclosures by other trades

The Committee had been forwarded the letter from Greg Haywood on this issue. It was felt that in the case where other trades were required to enter a live enclosure for planned work the requirement for them to hold a licence was not practical. The Committee felt that the HSE Asbestos Licensing Unit had to take a view on this issue and decide whether measures such as medical surveillance, training, and being accompanied by the licensed contractor's supervisor were sufficient for an individual from another trade to enter a live enclosure.

Action:

Martin Gibson to discuss with the HSE Asbestos Licensing Unit

Item 11.0 Gas and electrical safety of DCU's

Gas

Steve Watkins stated that this had been discussed at a recent ACAD Technical Committee meeting and they had decided that this would be best addressed jointly by ACDA and ARCA.

Martin Gibson stated that the documents that related to this issue were the Gas Safety (Installation and Use) Regulations 1998 and the LPG Association Code of Practice 21.

Martin Gibson stated that a DCU would be classed as a caravan used for commercial activities under these documents. In the case of hired DCU's the duty falls on the hire company to ensure that the DCU is certificated and in the case where the DCU is owned by the company the duty falls on the company to ensure that the DCU is certificated, however Martin Gibson stated that this still needs clarifying.

The main points relating to gas safety within DCU's are:

- All installations within the caravan should be maintained safely including flues
- The gas installation has to be checked annually

- The check has to be carried out by a competent individual from a registered institute – i.e. an individual who is Gas safety Registered
- Technical bulletin 063 jointly issued by the Gas Safety Register / HSe issued 1st April 2009 specifies that the individual carrying out the check has to be competent. Competence is defined as a combination of training and experience in the area of work being undertaken. The current proof of competence is the Accredited Certification Scheme (ACS) or in certain circumstances Scottish/National Vocational Qualifications (S/NVQs).
- Once tested a record must be issued within 28 days. This needs to be displayed in the caravan and a copy provided to a new hirer.
- The Gas Safety Register is operated by Capita gas registration and ancillary services
- The nature of tests and checks is specified in **?ACoP 21?**

Martin Gibson confirmed that HSE's current interpretation is that the annual service on a DCU has to be carried out by a Gas Safe Registered individual.

SS asked whether there were different disciplines for which Gas Safe registration was available and if so would the individual carrying out the checks need to be Gas Safe registered for LPG work.

Electrical

No update as yet

Action:

Martin Gibson to check on Gas Safe Register LPG qualification and provide update on electrical safety of DCU's

12.0 ARCA Article on the use of enclosures

Soffit removal

The 4 stage clearance has to be carried out by a UKAS accredited analyst. It is clear that the regulations cannot be watered down in the case of soffit removal. Martin Gibson is in the process of putting together a guidance note which will probably run to about 20 pages. The guidance note is quite close to being finished should be circulated by the 8th of April for comment.

Hot work

SS stated that this had been discussed at the recent ARCA Technical Committee meeting and the opinion was that there was sufficient guidance already in existence, particularly the

	<p>guidance contained in the Licensed Contractors Guide. Steve Sadley had prepared an article for the March edition of ARCA news to raise awareness regarding hot work. Steve Sadley agreed to circulate this article to the other members of the Committee.</p> <p>Steve Watkins and Dave Simpson agreed to raise the issue at the forthcoming ACAD Technical Committee meeting and determine whether any of ACAD's previous guidance on hot work needed reissuing.</p> <p>Action: Steve Sadley to circulate ARCA article and Steve Watkins and Dave Simpson to table at forthcoming ACAD Technical Meeting</p> <p>Item 13.0 How the ALGTSC will issue guidance – Discharged</p> <p>Item 14.0 Study on design of airlocks/baglocks</p> <p>Martin Gibson confirmed that this study is still going ahead and that he will circulate some information regarding the study for comment.</p> <p>Action: Martin Gibson to circulate information on study for comment</p> <p>Item 18.0 Sample Taking</p> <p>Steve Watkins confirmed that UKATA would be producing a Training Syllabus for the taking of bulk samples. Martin Gibson suggested that information on the taking of bulk samples may be added to the unlicensed contractors guide.</p>
<p>4.0</p>	<p>Asbestos in soils:</p> <p>Colette Willoughby stated that BOHS had been approached by EIC with regards to asbestos in soil. Particularly in regards to sampling methods, methods of analysis and remediation. Colette Willoughby was also aware that CLAIRE (Contaminated Land Applications in Real Environments) were looking in to the issue. Colette Willoughby was concerned that if various groups acted independently of the HSE then their work could be wasted if the HSE were to introduce methods etc. which were contrary to those developed independently.</p> <p>Martin Gibson reported that Gary Burdett had done a lot of work with the Department of the Environment and others on this subject. There has been discussion recently on whether this should be included in the Analysts Guide, particularly regarding what should go in and what the implications would be. HSE are currently waiting for the Policy section to agree as to whether or not it should be included. Martin Gibson believes that something should go into the guide particularly with regard to sampling and licensing issues. If information regarding asbestos in soils is not included in the Guide then this can be raised during the consultation.</p> <p>Gary Burdett has an unpublished paper on asbestos contaminated land including sampling methods and sampling strategies. Currently there is no published guidance.</p>

	<p>The issue of asbestos contaminated land is a difficult area, for example what does contaminated mean, would the presence of a few fibres be sufficient to condemn several tonnes of soil.</p> <p>What is clear is that you have to UKAS accredited to carry out the analysis of samples.</p> <p>There is an absence of information on this subject and it is clear that something needs to be issued as there are varying standards. If the subject of asbestos contaminated land is include in the Analysts Guide it will go in as a section on its own.</p>
5.0	New items for consideration
	There were no new items for consideration.
6.0	Any other business
	<p>Steve Watkins raised the issue of the new Phantom Vision respirator and the fact that Scott Health and Safety, the manufacturer, had stated that as the face piece was made from the same mould as the other Vision models a new face fit was not required. Martin Gibson stated that the ACoP states a new face fit will be required when changing to a new model of RPE and Scott Health and Safety will be advised of this</p> <p>Steve Sadley raised the issue of an e mail that had been circulating which was based on the text of a letter that had been sent by an analytical firm to its licensed contractor clients. The letter stated that an HSE regional office had warned an analytical company that if DCU's were clearance tested with ingrained dirt, cracked seals, flooring worn through and cracked and dirty sinks then a Prohibition Notice would be issued to the company using the DCU and an Improvement notice issued to the analytical company. Martin Gibson agreed to include additional guidance on clearances within DCU's in the revised analysts Guide</p> <p><u>The Unlicensed Contractors' Guide</u></p> <p>The guide is completed an undergoing internal consultation which is due to be completed by the 31st January. Following this the guide will be reviewed in light of internal HSE comments before being put out for general consultation. There is a large section on training which is set out in a modular approach similar to the Licensed Contractors Guide. The amount of training necessary will be dependent upon the number of unlicensed tasks that a company performs. There are 18-20 modules including some practical training modules. There are draft asbestos essential s forms within the guide which will allow companies to produce their own task sheets to give the guide greater scope. In due course these additional task sheets produced by the companies may be added to the asbestos essentials part of the HSe web site. The unlicensed contractors guide should be available for general consultation by the end of March 2011. The consultation document will be available on the HSE website in order to reach as wide a section of industry as possible.</p>

	<p><u>The Analysts Guide</u></p> <p>The Analysts Guide has been given the go ahead for work to continue following the freeze on publications as a result of the Governments policy. It will be published both on the internet and in book form. It is currently running 6 or 7 months behind schedule. The Guide will be available for internal HSE review by the end of March and publication is expected to be the end of the year / early next year.</p> <p>Martin Gibson asked for any syllabi for BOHS training courses to be forwarded to him for inclusion in the Analysts Guide.</p> <p><u>Construction Blitz</u></p> <p>Martin Gibson reported that there was to be a construction blitz starting mid February for a month. 1,000 to 1,500 refurbishment sites are to be visited by the HSE. One of the issues they will be looking at will be asbestos refurbishment surveys. Martin Gibson has developed a checklist which inspectors will use to determine whether the surveys are being done adequately. Prohibition Notices will be issued when they are absent and Improvement Notices will be issued when they are inadequate. All data will be returned to a central location to determine the quality of surveys being used. In particular HSe will be looking at any differences between surveys undertaken by UKAS accredited surveying organisations compared with unaccredited organisations. Analysis of the data will take some time and it is unlikely that a report containing the findings will be issued until the next HSE work year i.e. post April 2012</p>	
7.0	Date of Next Meeting	
	<p>Martin Gibson stated that there was a considerable amount of ongoing items, mainly down to him. Martin Gibson asked if comments relating to the information he was due to send out could be forwarded to him prior to the next meeting.</p> <p>Martin Gibson also asked if Committee members could put a call out to their members re: further issues for ALGTSC to address. Waste in vans and Waste transfer sites were issues that HSE would be dealing with in due course.</p> <p>18th May – to be held at ARCA House, 237 Branston Road, Burton upon Trent, Staffordshire DE14 3BT</p> <p>21st September – to be held at ACAD, Darlington</p> <p>All meetings are scheduled to start at 10:30am</p>	