

<b>Asbestos Liaison Group Technical Sub Committee (ALGTSC)</b>	
<b>Minutes of the meeting of the ALG TSC held on the 30<sup>th</sup> May 2012 Hertel offices Preston Brook</b>	
<p><b>Present:</b>                      Martin Gibson (HSE), Colette Willoughby (BOHS), Steve Sadley (ARCA), Steve Watkins (UKATA), Terry Slater (ACAD)</p> <p><b>Apologies for absence:</b>                      None</p>	
<b>1.0</b>	<p><b>Introductions, apologies and welcome:</b></p> <p>Martin Gibson welcomed all attendees to the meeting and thanked Colette Willoughby for preparing the minutes from the last meeting.</p>
<b>2.0</b>	<p><b>Minutes of ALGTSC meetings (No.6 &amp; 7) and acceptance:</b></p> <p>The minutes of the ALGTSC meeting (No.6) held on the 27th January 2012 to be finalised and circulated by Steve Watkins to allow them to be uploaded onto the ALG Website. The minutes of the ALGTSC meeting (No.7) held on the 8th March 2012 were accepted as complete and would be uploaded to the ALG Website along with those from meeting No.6.</p> <p><b>Action:</b>                      Steve to circulate finalised minutes for meeting No.6.</p>
<b>3.0</b>	<p><b>Matters Arising from the minutes:</b></p> <p><b>Section 3</b> The entry into live enclosures by other trades                      Terry has been working on the Memo and raised the issue of the guidance within L143 which refers to the presence of contamination and the need to use a licensed contractor. It has been agreed that this type of entry relates to exceptional circumstances and that the trades entering the enclosure would work under the licensed contractor. Documentation already exists to cover this which can be included within the memo.</p> <p><b>Action:</b>                      Terry to add in the existing documentation into the memo and then pass onto Steve Sadley for review and any required further input by 15<sup>th</sup> June 2012.</p> <p>Following this the memo is then to be circulated to the rest of the group by 23<sup>rd</sup> June 2012.</p> <p>The group to provide comments to Terry by 16<sup>th</sup> July 2012 with a view to having a finalised memo for meeting No.9.</p> <p><b>Section 3 – Enclosure Ventilation Study</b>                      The study is still on-going. It is anticipated that a paper from this study will be presented at the ventilation conference in Paris (September 2012).</p> <p><b>Action:</b>                      Martin will circulate the report once completed.</p>

	<p><b>Section 3 - Carbon Monoxide in Decontamination Units</b> – see main agenda</p> <p><b>Section 3 – Gas and electrical safety in DCUs</b> – see main agenda</p> <p><b>Section 3 – Gas cylinder storage</b> – see main agenda</p> <p><b>Section 4 – Soffit Guide</b> – see main agenda</p> <p><b>Section 7 – Fit Testing</b>  This issue affects all areas where RPE is worn and not just the asbestos sector. HSE are finalising letters to Portacount via TSI to address the issues. Information will also be included on the HSE Website to alert all users. The fit-2-fit accredited individuals have already been provided with guidance on the issues and will be taking action to address them. Those who are not accredited will be made aware through the TSI letter.</p> <p>No further action for this committee</p> <p><b>Section 8.1 - RPE and the 1 hour rule</b></p> <p>Feedback provided, action dismissed.</p> <p><b>Section 8.2 - Asbestos Paper on Pipework</b> – see main agenda</p>	
<p><b>4.0</b></p>	<p><b>Soffit Guide</b>  A small number of minor points were identified by Colette which will be addressed in the final version of the guide. The photographs being used will all carry a disclaimer as they are intended just as a visual aid to show examples of the different types of enclosure which can be used. The use of a free-standing 3 stage airlock will also be included for situations using partial enclosures. This will provide a defined area for preliminary decontamination. It will not be attached to the enclosure but would be situated at ground level.</p> <p><b>Action:</b></p> <p>Martin to incorporate changes/additions and finalise guide.</p>	
<p><b>5.0</b></p>	<p><b>Gas and Electrical Safety in DCUs.</b>  Further detail is required within the section relating to cleaning including the sequence to undertake the cleaning e.g. clean end through to dirty end along with references to wiping and mopping rather than vacuuming. The type of PPE to be used for these activities also to be included.</p> <p>Information/advice has been received with regards to carbon monoxide monitors in that the damp atmosphere may have an adverse effect on the cheaper models which prevents them from working properly. It may well be that more expensive versions are needed. Further advice is still required regarding electrical testing and earthing.</p>	

	<p><b>Actions:</b></p> <ul style="list-style-type: none"> <li>(1) Steve S to make the changes regarding cleaning &amp; PPE requirements.</li> <li>(2) Martin to circulate the document/memo to the relevant experts within HSE</li> <li>(3) Martin to circulate the document/memo back to the committee by end of June 2012</li> </ul>
<b>6.0</b>	<p><b>CAR 2012 – Non Licensed Work</b></p> <p>Clarification on the requirements to notify non-licensed works were sought from one of the committee members. The definition of maintenance work is included within the CDM Regulations and it is this definition which is being used with regards to the notifiable non-licensed works within CAR 2012. Consideration needs to be given as to the reason for the removal and if it's for maintenance then that is what should be used rather than the criteria for removal. This will ultimately be documented within the revised ACoP.</p> <p>No further action for this committee</p>
<b>7.0</b>	<p><b>Asbestos Paper on Pipes.</b></p> <p>Further clarification was sought on the explanation provided previously which identified this type of work as falling outside of the requirements to use a licensed contractor. Within HSG264 Appendix 2 Paper is indicated within the thermal insulation section of the table, which therefore seemed to indicate that a licensed contractor should be used. Martin advised that asbestos paper would only be classed as insulation where that was its main purpose. When it is found beneath MMMF insulation on pipework then it is most likely to be acting as an anti-condensate layer rather than insulation, it would be the MMMF which is acting as the insulation. Its insulation properties are therefore incidental to its purpose similar to when used underneath vinyl products.</p> <p><b>Action:</b></p> <p>Colette to provide this clarification back to the NORAC group member.</p>
<b>8.0</b>	<p><b>Any Other Business</b></p> <p>No items were raised</p>
<b>9</b>	<p><b>Date of Next Meeting</b></p> <p>To be confirmed.</p> <p>All meetings are scheduled to start at 10:30am</p>