

s22(1)(a)(ii)

PART IX - GENERAL

40. ASBESTOS AND OTHER HAZARDOUS SUBSTANCES

40.1 In this clause 40:

“asbestos” means the fibrous form of mineral silicates belonging to the serpentine and amphibole groups of rock-forming materials, including actinolite, amosite (brown asbestos), crocidolite (blue asbestos), chrysolite (white), tremolite, or any mixture containing one or more of these minerals;

“Commission” means the National Occupational Health and Safety Commission, a body established by the National Occupation Health and Safety Commission Act 1985 (Cth);

“Commission’s guidelines” means the guidelines set out in the document issued by the Commission entitled “Asbestos: Code of Practice and Guidance Notes” dated August 1988 and the document issued by the Commission entitled “Control of Workplace Hazardous Substances” dated June 1991, both published by the Australian Government Publishing Service, Canberra, and shall include any amended or revised version of those documents made from time to time;

“hazardous substance” means a substance, including asbestos, defined, identified or classified as being a hazardous substance by or on the basis of the criteria set out in the hazardous substance guide;

“hazardous substance guide” means the document issued by the Commission entitled “Guidance Note for Determining and Classifying a Hazardous Substance” dated June 1991, published by the Australian Government Publishing Service, Canberra, and shall include any amended or revised version of that document made from time to time;

“health expert” means a qualified person appointed jointly by the parties within fourteen (14) days of the date that asbestos or other hazardous substance is discovered in the premises or the building or, failing such appointment, nominated by the Chief Executive Officer of the Commission (whose nomination shall be final and binding on the parties) at the request of either party;

“qualified person” means a person who is qualified, whether academically or otherwise, to:

- (a) identify asbestos or other hazardous substance;
- (b) evaluate the health and safety risks of asbestos or other hazardous substance; and
- (c) recommend and supervise any action that needs to be taken to control, reduce, minimise or remove the health and safety risks posed by asbestos or other hazardous substance.

40.2 The lessor warrants that there is no asbestos in the premises or the building.

40.3 If asbestos or other hazardous substance is discovered in the building or the premises and, in the opinion of a health expert, the presence of that asbestos or other hazardous substance threatens the health or safety of the lessee, the lessor must promptly and in a proper, workmanlike and safe manner comply with and carry out any recommendations made by the health expert to encase, remove or otherwise deal with the asbestos or other hazardous substance so as to make the premises healthy and safe for the use of and occupation by the lessee.

40.4 Any recommendations made by a health expert under sub-clause 40.3 must be consistent with the Commission’s guidelines.

40.5 If in the opinion of a health expert the premises are substantially unfit for the use of or occupation by the lessee by reason of the presence of asbestos or other hazardous substance in the premises or the building or would become so unfit as a consequence of any work required to be carried out by the lessor in performance of its obligations under sub-clause 40.3, the lessee may vacate the premises until, in the opinion of the health expert, the premises have been made fit for the use of and occupation by the lessee.

40.6 The lessor must pay the reasonable costs incurred by the lessee in exercising its rights under sub-clause 40.5 including, without limitation, the cost of vacating the premises, occupying and fitting out alternate premises and re-occupying the premises.

40.7 Without limiting the meaning or generality of sub-clause 19.1, if in the opinion of a health expert the premises or part thereof become substantially unfit for the use of or occupation by the lessee by reason of the presence of asbestos or other hazardous substance in the premises or the building, the rent and all monies payable by the lessee pursuant to clause 18 (or a proportionate part thereof according to the extent to which the premises or part thereof have become substantially unfit for the use of or occupation by the lessee) shall abate and any remedy for the recovery of such amounts shall be suspended until, in the opinion of the health expert, the premises or such part thereof have been made fit for the use and occupation of the lessee.

40.8 If in the opinion of a health expert the premises become substantially unfit for the use of or occupation by the lessee by reason of the presence of asbestos or other hazardous substance in the premises or the building:

40.8.1 the lessor shall not be entitled to terminate the lease under sub-clause 12.1;

40.8.2 the lessee shall only be entitled to terminate the lease under sub-clause 12.1 if the lessor shall have failed to comply with the recommendations of the health expert in accordance with sub-clause 40.3 within a reasonable time of the lessor being notified of such recommendations.

40.9 Where the lessee is entitled to exercise its right to terminate the lease under paragraph 40.8.2, sub-clause 12.1 shall not operate to prevent the lessee making a claim for compensation and the right to make such claim shall be additional to the lessee's rights under sub-clause 40.6 and its rights in respect of the lessor's breach of sub-clause 40.2.

40.10 In making recommendations under sub-clause 40.3 or rendering an opinion under sub-clause 40.3, 40.7 or 40.8, a health expert:

40.10.1 shall be deemed to be acting as an expert and not as an arbitrator; and

40.10.2 must accept written representations from either party received within fourteen (14) days of his appointment or nomination and must provide the parties with a written statement of reasons for his recommendations or opinion which statement must include the evidence upon which the health expert relied for his recommendations or opinion.


40.11 The parties shall pay in equal shares all costs of a health expert appointed or nominated under this clause 40.

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DEPARTMENT OF FINANCE
AND ADMINISTRATION

6.

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10. ASBESTOS REGISTER

The Property Group has arranged for the preparation of an asbestos register and an asbestos materials management plan.

We attach:

- a copy of the asbestos register; and
- a copy of the asbestos materials management plan.


Clause 22 of the standard Commonwealth Tenant's Lease is inconsistent with the findings of the audit.

To protect your position after the sale of the building, clause 22 of the lease requires amendment.

We believe that the best way of protecting your position and ensuring that the asbestos register and asbestos materials management plan are acknowledged and observed is to add a special condition to schedule 7 of your lease, amending clause 22 of the lease.

The clause which the Property Group wishes to include in the lease is set out in Schedule 7 of the lease.

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ASBESTOS MATERIALS REPORT
CUSTOMS HOUSE
WEIPA

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1	ASBESTOS MATERIALS REGISTER
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1.0 INTRODUCTION

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SIMTARS conducted a survey of the Weipa Customs House. The survey was conducted in September 1993 and an Asbestos Management Plan was issued in November 1998, following a request from ^{s22(1)(a)(ii)} Domestic Property Group - Reference No. DPG96/00258.

The brief required *SIMTARS* to identify the presence of Asbestos within the building and to document the condition of such materials for the purpose of providing an asbestos materials register.

2.0 INSPECTION LIMITATIONS

Inspection is restricted to areas which are accessible:

- a) Without contravention of relevant acts, legislation or Codes of Practice.
- b) Without demolition of finishes or structures.
- c) Excluding plant and equipment that is 'in service' and operational.

No inspection can be regarded as absolute. Future demolition of structures may reveal situations that were not discovered during this inspection.

Limitations apply to the analytical methods used when identifying the presence of asbestos fibre. This is due to the low grade, small length and / or diameter of the fibres present in the sample material. Measurement values nominated in this report are derived from estimates and approximations and as such must not be relied upon to provide accurate quantification on any nominated situation.

The results of the survey inspection provided by *SIMTARS* is for the use of Australian Estate Management and must not be relied upon in any way whatsoever than what is intended.

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ASBESTOS IS DEFINED AS:-

The fibrous form of mineral silicates belonging to the Serpentine and Amphibole groups of rock-forming minerals, including Amosite (brown asbestos), Crocidolite (blue asbestos), Chrysotile (white asbestos), Tremolite, Actinolite, Anthophyllite or any mixture containing one or more of these.

Source: NOHSC, Asbestos Code of Practice and Guidance Notes, August 1998.

The presence of asbestos in a bulk samples is determined by Polarised Light Microscopy (PLM) techniques. The quantity of airborne asbestos is determined by the Membrane Filter Method.

Asbestos fibres identified during analysis may be reported as follows:

- Chrysotile or white asbestos is a member of the Serpentine mineral group.
- Amosite or brown asbestos is a member of the Amphibole mineral group.
- Crocidolite or blue asbestos is a member of the Amphibole mineral group.

DEFINITIONS

Good	The material is in sound condition, and unlikely to present a significant risk if left in situ.
Poor	The material is damaged or deteriorated having the potential to release measurable levels of fibre which may pose a risk if left in situ.

4.0 OBSERVATIONS AND RESULTS

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SIMTARS has made every effort to identify all asbestos material but no warrant, expressed or implied, is made to the completeness of this register.

4.1 Ceilings

- 4.1.1 The ceiling in the lunch room is constructed of fibro which contains chrysotile asbestos.

Priority P4 Sample 3613-93L

- 4.1.2 The ceiling in the main office is constructed of fibro which contains chrysotile asbestos.

Priority P4 Sample 3617-93L

- 4.1.3 The ceiling in the garage section of the building is constructed of fibro which contains chrysotile asbestos.

Priority P4 Sample 3618-93L

It is expected that all ceilings in this building are constructed of fibro which contains chrysotile asbestos.

4.2 Ducting

The air conditioning ductwork is constructed of fibro which contains chrysotile asbestos.

Priority P3 Sample 3614-93L

It is noted that when the metal outlet grills are removed, the section covered by the grill is unpainted and has damaged edges.

4.3 Eaves

The eaves of the building are constructed of fibro which contains chrysotile asbestos.

Priority P4 Sample 3620-93L

4.4 Non-Asbestos Based Materials

Samples were taken of the following materials and found not to contain asbestos.

- | | | |
|-------|--|-----------------|
| (i) | Insulation in air conditioning duct. | Sample 3615-93L |
| (ii) | Fluff found in air conditioning outlet grill. | Sample 3616-93L |
| (iii) | Insulation in air conditioning unit, plant room. | Sample 3619-93L |

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5.0 DISCUSSION AND CONCLUSIONS

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Within the Weipa Customs House, asbestos materials were identified.

In accordance with the Workplace Health and Safety Regulations and Guide to the Control of Asbestos Hazards in Buildings and Structures (NOHSC 3002 (1988)) all identified asbestos in a building or other structure should be labelled so that it is clearly visible to persons using the area, until it is finally removed. This requirement applies equally to asbestos in good condition and to treated asbestos. Labels must identify the material as containing asbestos. The purpose of these cautionary warning signs is to ensure that the asbestos is not worker upon without correct precautions being taken to ensure that, in the event of damage, the occurrence is reported immediately so that corrective action can be taken. An asbestos management programme should be part of an organisation's overall approach to risk management. Where the evaluation process has revealed a likelihood of exposure to asbestos fibres, all practicable steps should be taken to ensure that employees are not unnecessarily exposed to asbestos to an extent likely to cause danger to their health. This hazard management programme should encompass the identity, evaluation and control measures associated with the risk and hazards of asbestos.

Fibre cement sheeting utilised as bulkhead panelling and ceiling linings containing asbestos are a low level hazard unless damaged or deteriorated. It is recommended to appropriately label each asbestos situation and to prevent any action eg. drilling or abrading, which may cause asbestos fibres to become airborne.

In areas of excessive damage, removal or disposal and replacement should be undertaken. In areas of minor damage, fibrous edges should be sealed.

To avoid risk, electrical mounting boards containing asbestos should be left undisturbed. It is recommended to label identified locations and prevent any action which has the potential to release asbestos fibres.

Nothing stated above by way of recommendations, or conclusions, or stability of hazardous materials shall abrogate a person's responsibility to work in accordance with statutory requirements, codes of practice, guidelines or Material Safety Data Sheets, or general sound work practices.

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ASBESTOS MATERIALS REGISTER

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LEGEND

CH = Chrysotile
A = Amosite
C = Crocidolite

Priorities of action are classified as follows:

P1 Prevent access / removal immediately
P2 Restrict access / planned removal
P3 Encapsulate (stabilise material / restrict access)
P4 Leave in situ / monitor condition

ASBESTOS

Priority	Description	Location	Condition	Material	Reference	Page
P4	Fibre cement ceiling	Lunch Room	Good	CH	3613-93L	4
P3	Ducting	Air conditioning duct work	Good	CH	3614-93L	4
P4	Fibre cement ceiling	Main Office	Good	CH	3617-93L	4
P4	Fibre cement ceiling	Garage	Good	CH	3618-93L	4
P4	Fibro eaves	Eaves	Good	CH	3620-93L	4

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Asbestos Materials Management Plan
for
Customs House
Weipa

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1.0 POLICY

The policy for management of asbestos materials, as determined in accordance with the National Occupational Health and Safety Commission's Guide to the Control of Asbestos Hazards in Buildings and Structures, is that all asbestos materials located within buildings and grounds at Customs House, Weipa, under the control of the owner will be controlled under a documented regime which has as its objective the prevention of exposure or the risk of exposure to asbestos materials by any person.

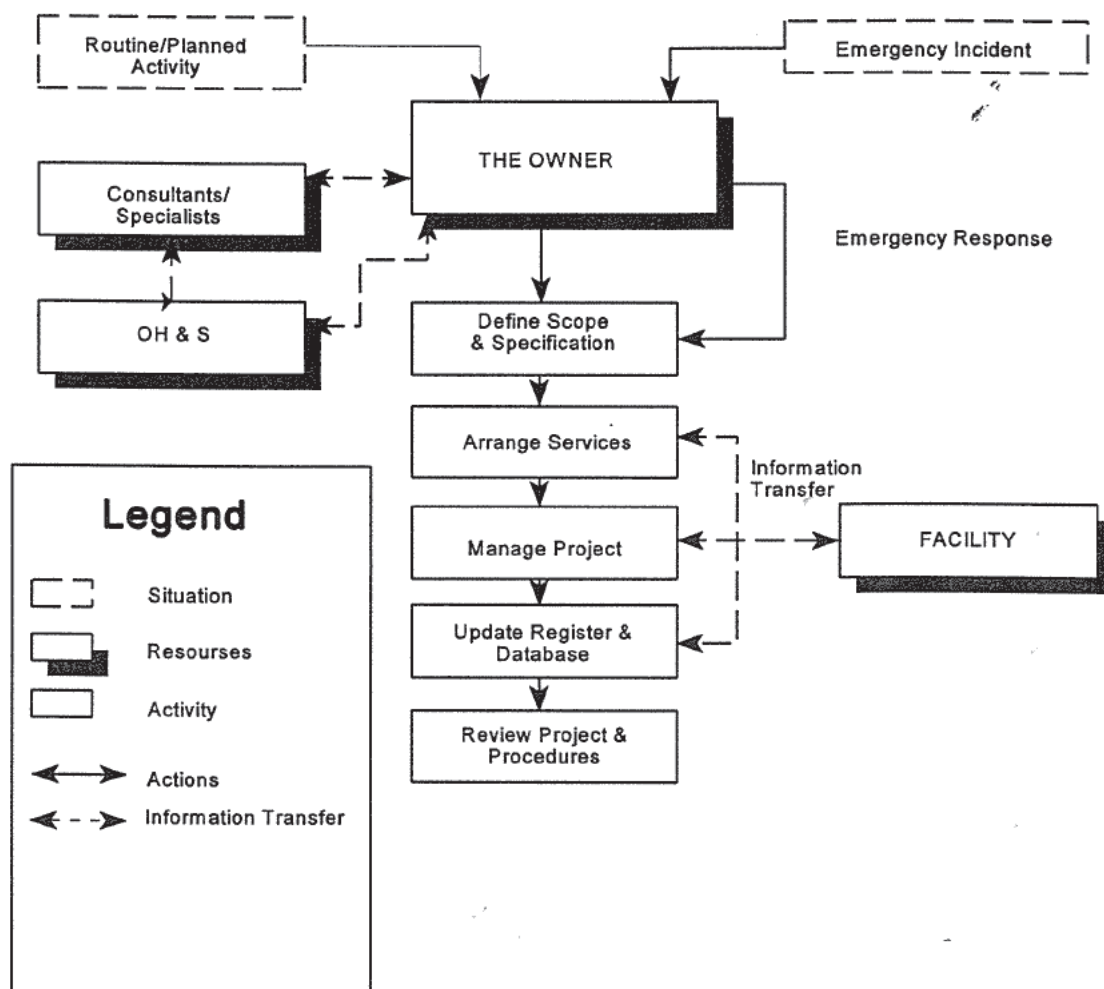
An essential component of this policy is the involvement and accountability of management and staff within the organisation structure. To this end, education, training and consultation, to ensure measurable and successful outcomes for the Asbestos Materials Management Plan, are fundamental priorities of the owner in its pursuit of a safe and healthy environment for its people and the public which enter its premises.

Accordingly, this Management Plan details the processes, work practices and communications to monitor and safely control asbestos materials until these materials are removed in a safe and timely manner.

2. AUTHORITY AND COMMUNICATIONS FLOW CHART

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Communications Flowchart



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The purpose of the Asbestos Materials Management Plan is to impose manageable controls which will remove or minimise risk to all building users, visitors, tenants, staff, maintenance personnel and construction workers being exposed to asbestos materials, where identified in various forms within the buildings under the control of the owner.

This document outlines the procedures and controls to be adopted within buildings where asbestos materials have been identified. These procedures and controls include:

- ▶ Co-ordination and awareness strategies
- ▶ Controlled access of personnel to restricted areas
- ▶ Procedures for working in restricted areas
- ▶ Identification of known area of occurrence
- ▶ Air monitoring

The owner will appoint an officer designated as the "Nominated Officer" who shall be deemed to have authority and responsibility to implement and maintain the Asbestos Materials Management Plan.

Where a building is tenanted, the owner must include in any lease agreement notification that the property is subject to an Asbestos Materials Management Plan and permit the owner reasonable access to the leased premises to meet the operation requirements of the Asbestos Materials Management Plan.

The lease agreement shall also include the requirement that each tenant appoint a "Contact Officer" for the purpose of liaising with the Nominated Officer and providing an immediate response to emergency situations. The owner shall provide to the Contact Officer the necessary information on the operation of the Asbestos Materials Management Plan and detailed instructions and procedures to respond to any emergency situation involving asbestos materials.

It is central to the management plan that all people involved in the management and functioning of each building are adequately informed and trained in the purpose and use of the Asbestos Materials Management Plan.

NOTE: The National Occupational Health and Safety Commission's "Guide to the Control of Asbestos Hazards in Buildings and Structures [NOHSC:3002 (1988)]", stipulates that "an asbestos management program, which identifies, evaluates and controls asbestos hazards, in conformity with this Guide, should be part of an organisation's overall approach to the identification, evaluation and control of all workplace hazards". It also states that although the ultimate goal is for all Australian workplaces to be free of asbestos, immediate removal of asbestos is unnecessary if a suitable management program is adopted.

The existence of a documented plan does not diminish the requirement to remove a particular asbestos situation if removal is the most appropriate management control option.

4.0 REGISTERS OF ASBESTOS MATERIALS

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Customs House, Weipa has been surveyed and an asbestos materials register prepared to document the location and status of identified situations.

This register will be updated on each occasion that a new or different asbestos material is identified and when a previously identified asbestos material is removed or the possibility of exposure is eliminated.

Each register shall be a controlled document for which a listing of issued copies shall be maintained in current form by the Nominated Officer.

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5.0 MANAGEMENT PROCEDURES - (REFER COMMUNICATIONS FLOW CHART)

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Co-ordination

The planning, control and monitoring measures outlined below are to be implemented and maintained by a member or representative of the owner, "the Nominated Officer", who is responsible for regularly reviewing these procedures to ensure that they comply with current codes and best practices.

Awareness

Awareness of the existence of asbestos materials and the management procedures for dealing with these is of critical importance to all building users. The Nominated Officer will ensure that the Asbestos Materials Register for each building is current and available to all occupants.

The Nominated Officer will manage consultation between the building occupants to enable them to be aware of the management procedures. It will be stressed that the procedures have been implemented for personal safety. Each person will be encouraged to assist in ensuring that the procedures are complied with.

Responsibilities

Personnel carrying out work in the building will be responsible for complying with the procedures stated in this document and any other procedures stipulated or specified in contract documents.

For maintenance work, the Nominated Officer will ensure that personnel are advised of their responsibility. For construction work, contract documents will specify that the contractor is to advise his employees and sub-contractors of their responsibility. The transfer of responsibility to personnel will be formalised by the issue of an access permit.

Routine (Planned) Activities

The owner or its nominated representative will be responsible to ensure the owner's objectives are achieved when planning and implementing routine asbestos materials management controls and to review the outcomes of implemented procedures.

Emergency Response

In the event of an asbestos material "spill", such as the collapse of asbestos insulate lagging from air conditioning ducting into an air stream, all personnel will be immediately evacuated and the area will be closed to the extent possible prior to notifying the Nominated Officer. Refer Communication Flow Chart and Appendix 2. Clause 2.2 - for Control Procedures.

Incident Response

An asbestos material "incident" will typically involve the discovery or dislodgement of asbestos materials that do not impose an immediate threat of asbestos fibre being inhaled. Eg. The discovery of asbestos sheeting not previously identified.

Incident response will entail restriction of access and notification to the Nominated Officer. Refer Communication Flow Chart and Appendix 2. Clause 2.2 - for Control Procedures.

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Restricted Areas - Access/Work Permits

To control the potential hazards of asbestos, certain situations are classified as restricted areas. All construction and maintenance work in a restricted area is to be carried out in accordance with Appendices 1, 2, 3 & 4.

For each building, restricted areas will be identified and recorded. The Nominated Officer will be responsible to ensure the completeness and accuracy of the Restricted Area record.

Access to a restricted area will be prohibited unless an Access/Work permit has been issued. The Nominated Officer will be responsible for issuing Access/Work permits to personnel who are required to carry out work within a restricted area.

The Access/Work permit will authorise only the signatories listed on the permit. It will detail the task to be performed and the conditions to be complied with during the access period.

On completion of work, the authorised personnel will relinquish the permit (by signature) and return it to the Nominated Officer who will cancel it.

The Nominated Officer will be responsible for the supervision and enforcement of the permit system.

Instructions and procedures for the issue of Access/Work permits are specified in Appendix 3.

Procedures for Work in a Restricted Area

All access for construction and maintenance work in the restricted area shall be carried out in accordance with Appendices 3 & 4.

General Warning Signs

Warning signs which declare the presence of asbestos materials (eg, asbestos) and define the restricted areas, are to be maintained (via the Nominated Officer) and be made suitably visible to ensure that no person can inadvertently be exposed to a registered asbestos material. Typically these signs will be placed at the entry to an area of restriction, like a plant room that contains asbestos situations within. The signs shall advise of the existence of asbestos within, the existence of the asbestos register and direct personnel to the Nominated Officer for issue of access permits as required.

Situation Specific Labels

Labels or stencilled warning signage cautioning of the presence of asbestos material such as, individual gaskets, are to be applied at appropriate locations, including all nominated points of access to each area of an identified situation.

When the asbestos material has been removed the relevant labels shall be removed and the asbestos materials register shall be amended and re-issued.

6.0 AIR MONITORING - For Asbestos Fibre

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Three levels of air monitoring are to be implemented -

- ▶ Baseline air monitoring
- ▶ Periodic monitoring for verification of acceptable air quality
- ▶ Event monitoring when circumstances dictate. Eg. In the event that access to a restricted area is required

Air monitoring will be implemented, controlled and documented by the Nominated Officer.

7.0 HISTORICAL RECORDS

Where asbestos material situations within restricted areas have been controlled or other appropriate remedial action taken, eg. Sealing or removal of exposed asbestos, the restricted area shall be appropriately redefined or removed from the list of restricted areas.

The Asbestos Materials Register and record of air monitoring results will continue to be maintained by the Nominated Officer who will arrange for these to be updated and issued at least annually.

8.0 EDUCATION AND TRAINING

Education and training about the Asbestos Materials Management Plan, hazards associated with asbestos and relevant procedures will be conducted for all personnel who are required to participate in the Asbestos Materials Management Plan. Refer Appendix 7 for education and training processes.

Education and training will include both initial induction and ongoing reinforcement on a regular basis.

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PROCEDURES FOR WORK WITHIN A RESTRICTED AREA

- 1.1 Work shall not be carried out in any areas of the restricted area unless an Access/Work permit has been issued and building occupants have been advised and are protected. Eg. evacuated from the area.
- 1.2 Work shall be conducted in compliance with the Workplace Health and Safety Regulations, and where relevant, the Worksafe Australia Code of Practice for the Safe Removal of Asbestos [NOHSC 2002 (1988)].
- 1.3 The access permit is to be displayed in a prominent location during the currency of the work.
- 1.4 Work shall be carried out during normal working hours only if effective isolation of the restricted area can be established and maintained for the duration of the works. Work shall be carried out outside normal working hours.
- 1.5 Air monitoring by a NATA accredited laboratory shall be carried out before the area is reoccupied. Details of the extent of monitoring required shall be as advised by the Nominated Officer. Where the measured concentration is greater than 0.01 fibres/mL further cleaning and subsequent air monitoring is required.
- 1.6 While the concentration remains above 0.01 fibres/mL, the area shall not be occupied.
- 1.7 **Specific procedures for work with the potential to disturb asbestos.**
 - 1.7.1 A suitable enclosure of sufficient dimensions to act as an independent air chamber surrounding the entrance to access the area shall be erected. The enclosure should be designed and built to allow for ease of cleaning and storage for possible subsequent reuse.
 - 1.7.2 An approved vacuum cleaner shall be incorporated with the inlet nozzle within the chamber to ensure that within the enclosure there is relative negative pressure.
 - 1.7.3 Allow for the enclosure to contain asbestos disposal bags and at least one 10 litre capacity bucket filled with clean water.
 - 1.7.4 Disposable coveralls including a hood, suitable and approved for asbestos removal shall be worn.
 - 1.7.5 Approved respiratory protection shall be worn at all times within a designated work area.
 - 1.7.6 Personnel shall only exit work areas via the enclosure with masks still in position. The full surface area of coveralls and exposed body parts shall be vacuum cleaned prior to coverall removal within the enclosure.
 - 1.7.7 Coveralls shall be removed (masks remaining fitted) and placed in an asbestos removal bag which shall then be sealed.
 - 1.7.8 All areas of mask (still fitted), together with exposed skin surfaces of face, hands and hair shall be washed prior to exit from the enclosure.
 - 1.7.9 Following exit from the enclosure, the mask shall be removed and placed in a sealed container for cleaning and storage.
 - 1.7.10 Prior to dismantling of the enclosure, asbestos bags containing overalls, shall be removed and disposed of as asbestos. A water bucket shall be emptied to the sewer and the bucket washed.

- 1.7.11 The interior lining surface of the enclosure shall be cleaned with wet rags and should be disposed of as asbestos waste.

1.8 Specific procedures for minor work during which entry activity would not disturb asbestos.

- 1.8.1 An approved vacuum cleaner shall be placed within the area for the purpose of vacuuming personnel down before leaving the areas.
- 1.8.2 Disposable coveralls including a hood, suitable and approved for asbestos removal shall be worn.
- 1.8.3 Approved Class P2 respirator shall be worn at all times.
- 1.8.4 There shall be no direct contact with any identified asbestos.
- 1.8.5 Before leaving the work area, with masks still in position, the full surface area of coveralls and exposed body parts shall be vacuum cleaned.
- 1.8.6 Coveralls shall be removed (masks remaining fitted) and placed in an asbestos removal bag which shall then be sealed.
- 1.8.7 Following exit from the enclosure the mask shall be removed and placed in a sealed container for cleaning and storage.

1.9 Specific Procedures for inspection only

- 1.9.1 An approved class P2 respirator shall be worn at all times.
- 1.9.2 There shall be no direct contact to any identified asbestos.
- 1.9.3 Following exit from the inspection area masks should be removed and replaced in a sealed container. In the event the mask is not dedicated to a specific individual, the mask shall be cleaned and sanitised before reuse.

- 1.10 For access situations described under clauses 1.8, air monitoring by a NATA accredited laboratory shall be carried out about the adjoining occupied areas during work activities until clearance for reoccupied is issued. Details of the extent of monitoring required shall be as advised by the Nominated Officer.

APPENDIX II

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CONTROL PROCEDURES

- 2.1 **Emergency Situations -** Situations where life or property is considered to be at immediate risk. Eg., asbestos fibre spill, fire alarm in work area, machinery alarm in work area.

- 2.1.1 Evacuate all personnel
- 2.1.2 Seal off or otherwise isolate the area
- 2.1.3 Advise the Nominated Officer
- 2.1.4 Determine "clean up" or other remedial action
- 2.1.5 Institute access restriction and permit procedure
- 2.1.6 Conduct remedial action
- 2.1.7 Conduct clearance air monitoring
- 2.1.8 Clear permits for re-occupancy
- 2.1.9 Document the situation and revise - if necessary - the Asbestos Materials Register

- 2.2 **Incident Situations -** Situations not previously identified where there is potential for exposure to asbestos. Eg. Asbestos fibre insulation located in a previously closed space.

- 2.2.1 Consult the asbestos register
- 2.2.2 Advise the Nominated Officer
- 2.2.3 Have material sampled and analysed
- 2.2.4 Isolate the area and impose access restrictions
- 2.2.5 Determine "clean up" or other remedial action
- 2.2.6 Institute access restriction and permit procedure
- 2.2.7 Conduct remedial action
- 2.2.8 Conduct clearance air monitoring
- 2.2.9 Clear permits for re-occupancy
- 2.2.10 Document the situation and revise - if necessary - the Asbestos Materials Register

- 2.3 **Planned (routine)**

- 2.3.1 **Material is accessible, stable and unlikely to become airborne**

- 2.3.1.1 Advise adjacent staff - restrict access in accordance with the Asbestos Materials Management Plan.
- 2.3.1.2 Sample for positive identification - if not previously registered. If asbestos identified, maintain access restrictions in accordance with the Asbestos Materials Management Plan.
- 2.3.1.3 Implement preferred control action enclosure, sealing, removal or leave as is.
- 2.3.1.4 Where not removed, install warning labels in accordance with the Asbestos Materials Management Plan.
- 2.3.1.5 Update asbestos register as determined by implement control option.

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2.3.2 Material is unstable and likely to become airborne

- 2.3.2.1 Advise adjacent staff - restrict access in accordance with the Asbestos Materials Management Plan.
- 2.3.2.2 Sample for positive identifications - if not previously registered.
- 2.3.2.3 If asbestos identified, maintain access restrictions in accordance with Asbestos Materials Management Plan.
- 2.3.2.4 Implement air monitoring - If results less than 0.01 f/mL maintain access restrictions.
- 2.3.2.5 If results greater than 0.01 f/mL determine what action is required.
- 2.3.2.6 If area remains occupied maintain air monitoring on a daily basis.
- 2.3.2.7 If any result reaches or exceeds 0.05 f/ml evacuate area.
- 2.3.2.8 Arrange for removal of asbestos in accordance with Worksafe Australia Codes of Practice and documented procedures.
- 2.3.2.9 Conduct clearance monitoring to ensure results less than 0.01 f/mL.
- 2.3.2.10 Revise register as appropriate.

APPENDIX III

INSTRUCTIONS FOR ISSUING ACCESS/WORK PERMITS

- 3.1 Permits will be issued only by the Nominated Officer.
- 3.2 All maintenance and construction personnel are to report to the Nominated Officer on entering the building. The Nominated Officer will issue the permit if access to the restricted area is necessary.
- 3.3 Before being issued with an Access/Work permit, each worker will be required to read and understand the Asbestos Materials Management Plan. Workers must be aware of the relevant statutory authority requirements under the Workplace Health and Safety Act, which governs all relevant Regulations and Codes of Practice.
- 3.4 Workers engaged in the removal of asbestos other than asbestos mounting boards, asbestos cement products and vinyl products will not be issued with an access permit unless they are members of a company or firm which holds a current asbestos removal licence as required under prevailing regulations.
- 3.5 The Access Permit formally transfers the responsibility for compliance with this Management Plan and the Workplace Health and Safety Regulations, to the signatories.
- 3.6 When a project involves a team of more than one worker, the leader of the team will be issued with the Access/Work Permit. This person will be responsible to ensure that team members are individually aware of their responsibilities as stated above. The leader will also be responsible to ensure that each worker's signature appears on the appropriate section of the permit.
- 3.7 The issued permit must be displayed in a prominent position at the entrance to the work area.
- 3.8 When work is completed, or at expiry of the permit (whichever occurs first), the permit shall be signed and returned to the Nominated Officer who will cancel it after ensuring that a safe situation exists.
- 3.9 The Nominated Officer shall be advised immediately of any incidents when non compliance with the Asbestos Materials Management Plan may have or has occurred.
- 3.10 The Nominated Officer will maintain a register of all access permits which have been issued and cancelled.
- 3.11 It will be a condition of engagement of workers who are to work in a building that an access permit be issued and cancelled as required.

APPENDIX IV

ACCESS / WORK PERMIT

Access to the restricted area is prohibited unless this permit has been issued to the personnel involved. This permit is issued to the signatories shown below and must be displayed in a prominent location at the work area entrance. The signatories must sign for both issue and relinquishment on the permit. This permit is to be returned to the Nominated Officer on completion of work.

ACCESS / WORK PERMIT

This permit allows access to the following area:.....

Reason for access:.....
SAMPLE PERMIT ONLY.....

Special conditions which must be observed:

ISSUE I am aware of the requirements of the Workplace Health and Safety Regulations, and of the work procedures specified in the ASBESTOS MATERIALS MANAGEMENT PLAN. I have also made personnel listed below aware of these requirements: 1..... Recipient in Charge Date..... 2..... 3..... 4..... 5..... 6..... 7..... 8.....	RELINQUISHMENT I relinquish this Access Permit and will not access the area unless a further permit is issued. All Occupational Safety & Health Regulations and the ASBESTOS MATERIALS MANAGEMENT PLAN work procedures have been adhered to. 1..... Recipient in Charge Date..... 2..... 3..... 4..... 5..... 6..... 7..... 8.....
Issued by: Date	Cancelled by:
Project Officer Signature Date	Project Officer Signature Date
Consultation has taken place in the workplace to ensure the immediate work area is vacated whilst work in the restricted zone is undertaken Nominated Officer Signature Date	Completion of work is acknowledged. The workplace is cleared and the permit released. Nominated Officer Signature Date

THIS PERMIT IS NOT VALID UNLESS SIGNED BY ALL PARTIES

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APPENDIX V

WARNING SIGNS AND LABELS

In accordance with the Asbestos Management Plan, warning signs and labels are to be strategically located within the building.

The signs are to be installed to advise occupants, visitors, construction and maintenance personnel that an asbestos material has been identified.

Two types of signs represent the minimum requirement. Additional signs may be designed and installed as required and authorised by the Nominated Officer.

GENERAL WARNING / CAUTION SIGNS

Purpose

To advise all people in the building that an asbestos material has been identified and that an Asbestos Materials Management Plan exists.

To instruct all construction and maintenance workers to report to the Nominated Officer before commencing maintenance, repairs or alteration work.

Location

As directed by the Nominated Officer.

Fixing

Metal placard fixed with screws, construction adhesives or double sided adhesive tape as required for the backing metal to be bonded to.

Notice Content

In accordance with prevailing Codes and Regulations and as directed by the Nominated Officer.

SITUATION SPECIFIC WARNING / CAUTION LABEL

Purpose

To warn people in a specific area that an asbestos material is or may be present in the immediate vicinity.

Location

At a visible location adjacent to each (asbestos) situation and access point. Eg. In selected locations on asbestos cement eaves linings.

Fixing

Self-adhesive labels or indelible ink stencil.

Label Content

In accordance with prevailing Codes and Regulations and as directed by the Nominated Officer.

APPENDIX VI

CONTROL PRIORITIES

In the process of implementing *asbestos materials management*, it is fundamental that any identified asbestos situation have control priorities determined to prevent personnel from being placed at risk. These controls include, but are not necessarily limited to:-

PRIORITY ONE (P1)

Priority one situations represent "Must Do" activities which require urgent implementation to prevent inadvertent access and to limit the disturbance and migration of loose asbestos fibres.

- Eg.
- Removal of asbestos debris, limpet insulation or air-conditioning internal insulation.
 - Prevent unauthorised access to friable asbestos cement roof tops.

PRIORITY TWO (P2)

Priority two activity represents the ultimate removal of each hazardous material situation. Eg asbestos or PCB.

- Eg
- Remove asbestos gaskets, fuse packings and contaminated dust.

PRIORITY THREE (P3)

Priority three is allocated to hazardous situations requiring limited restrictions on access.

- Eg
- Encapsulating an asbestos cement roof which will not be removed.
 - Insulated mounting boards or encapsulation or enclosure to prevent inadvertent access.

PRIORITY FOUR (P4)

Is allocated to hazardous situations that do not require occupation access restrictions and for which there is no immediate reason to isolate or remove.

- Eg
- Vinyl floor tiles
 - Painted or pre finished walls and ceilings
 - Electrical insulating boards

APPENDIX VII

4

EDUCATION AND TRAINING

7.1 EDUCATION

Induction about asbestos hazards and risks will be conducted for all the owner's personnel who are required to participate in the Asbestos Materials Management Plan. The education program will include, where relevant:

- 7.1.1 The Workplace Health and Safety Act.
- 7.1.2 The Workplace Health and Safety Regulations
- 7.1.3 The Worksafe Code of Practice for the Safe Handling of Asbestos
- 7.1.4 Use of the Asbestos Management Plan
- 7.1.5 Understanding and use of the Asbestos Register
- 7.1.6 Emergency procedures in the event of an asbestos spill
- 7.1.7 The Authority Flow Chart
- 7.1.8 The Access / Work Permit control system

7.2 TRAINING

All personnel who are personally involved in accessing or working in restricted areas or supervising asbestos removal contractors, will include education in:

- 7.2.1 The use and maintenance of respiratory equipment
- 7.2.2 Protective clothing requirements
- 7.2.3 Decontamination procedures
- 7.2.4 Emergency evacuation procedures
- 7.2.5 Waste disposal requirements
- 7.2.6 Prevailing asbestos regulations

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RECORDS AND DATA PROCESSING

8.1 RECORDS

- 8.1.1 The Asbestos Materials Register is maintained by the Nominated Officer to be accurate and current. The registers are reviewed for each building at least annually.
- 8.1.2 A current copy of the relevant register is to be suitably located for ready reference.
- 8.1.3 Air monitoring records shall be maintained by the Nominated Officer to be accurate and current. The records include:
 - 8.1.3.1 NATA endorsed certificates for all samples
 - 8.1.3.2 Location and description of each premises monitored
 - 8.1.3.3 Reasons for the monitoring. Eg. Routine or incident or clearance
- 8.1.4 Records of all materials analysed for identification are maintained by the Nominated Officer to be accurate and current.

8.2 DATA PROCESSING

- 8.2.1 The Asbestos Materials Register, air monitoring records, identification analyses records and records of asbestos control and removal are stored and processed by the Nominated Officer.

APPENDIX IX**GLOSSARY OF KEY TERMINOLOGY**

RESTRICTED AREA	<p>A location requiring an access/work permit because unprotected activity to undertake the intended purpose, may expose a person to hazardous respirable (airborne) asbestos fibre Eg.</p> <p>Drilling a switch board containing asbestos</p> <p>Entry to a ceiling space containing asbestos</p> <p>Removing an in line gasket</p> <p>A friable asbestos cement roof</p> <p>An asbestos insulated beam</p> <p>A cupboard containing asbestos pipe lagging</p>
ACCESS/WORK PERMIT	<p>An authorised document - Refer Appendix 4 - which allows access to a Restricted Area for a defined duration and purpose.</p>
FRIABLE ASBESTOS	<p>Asbestos which is easily crumbled or reduced to powder.</p>
RESPIRABLE FIBRE	<p>Fibre which is small enough to lodge in the lungs</p>
HAZARD	<p>A situation where a person may come to harm</p>
RISK	<p>The probability that harm will occur</p>

APPENDIX X

AIR MONITORING PROCEDURES

11.1 Baseline Data

11.1.1 Prior to the start of any asbestos control or removal procedure, the effected area shall be subject to air monitoring to establish the back ground airborne respirable fibre concentration.

11.1.2 The resulting data shall be recorded for future reference.

11.2 Emergency and Incident Monitoring

11.2.1 In the event of an emergency or incident the Nominated Officer shall arrange for asbestos air monitoring and ensure that no occupation of the area occurs until the airborne respirable fibre concentration is below the control standard of 0.01 f/ml.

11.3 Routine and Periodic (Planned) Monitoring

11.3.1 In the circumstances where an existing asbestos situation is considered to be a hazard, (eg. Limpet asbestos insulation remaining in a ceiling space), the Nominated Officer shall arrange for routine air monitoring to be conducted periodically to ensure that occupation of the area is not occurring with airborne respirable fibre concentrations being outside the exposure standards as determined by Worksafe Australia or any limit set by the owner that is lower than this standard.

s22(1)(a)(ii)

From: s22(1)(a)(ii)
Sent: Tuesday, 5 January 1999 17:05
To: s22(1)(a)(ii)
Cc:
Subject: RE: WEIPA - ASBESTOS

s22(1)(a)(ii)

In reference to your fax of 18 December 1998 regarding DPOG's draft asbestos management plan and their consultant's (SIMTARS) September 1993 Asbestos Register/Report, I would make the following comments for you to follow up with DPOG:

- (a) In December 1998, following a considerable amount of time, effort and cost, an Asbestos Materials Management Plan for Broome WA was developed and agreed to by DPOG & Customs, a Plan which we understood would be adopted across all of DPOG/Customs tenancies. From s22(1)(a)(ii) (DPOG) letter it would appear that he may not be aware of the already agreed Plan. Rather than 'reinvent the wheel' it is suggested that s22(1)(a)(ii) s22(1)(a)(ii) talks to s22(1)(a)(ii) (DPOG) our contact in respect of Broome. As DPOG have already accepted the Broome Plan we would not anticipate any difficulty in DPOG agreeing to the Broome Plan being used at Weipa.
- (b) Clause 4.2 of the September 1993 Asbestos Register/Report advises that the building's air-conditioning ductwork is constructed of fibro containing chrysotile asbestos which has a Material Condition Category classification of 4. In clause 3.1, Category 4 requires that the material should be encapsulated by spraying or brushing on a suitable sealant/paint (example, unpainted asbestos cement sheeting). From DPOG's letter of 16/12/98 there is no indication that the ductwork is sealed or whether it has since been sealed. It would appear given the Register/Report's findings in respect of the removal of ductwork's metal grills that the ductwork is sealed, but recognising the ductwork's construction this needs to be clarified. Also we need to establish what steps DPOG have taken to monitor the situation since 1993. In five years the ductwork may have deteriorated.
- (c) Clause 4.1 of the September 1993 Asbestos Register/Report advises that when the air-conditioning ductwork's metal grills are removed, the section covered by the grill is unpainted and has damaged edges. From DPOG's letter of 16/12/98 there is no indication when the damaged edges were sealed or what steps DPOG have been taken to monitor the situation since 1993.
- (d) From DPOG's letter of 16/12/98 it would appear that the September 1993 Asbestos Register/Report was the last formal inspection undertaken at Weipa. Given the 1993 Register/Report's findings has DPOG undertaken any follow up inspections/reports? If not is an inspection proposed before the property is sold this financial year?

Although the Broome Plan has been agreed I do not have at this stage a complete document that I can forward you. In the course of developing the Plan there was a number of amendments/changes made that needs to be incorporated in the document. When the final document is available I will forward you a copy. In the meantime s22(1)(a)(ii) s22(1)(a)(ii) should be able to obtain that agreed from s22(1)(a)(ii).

If in your opinion we have overlooked anything that needs addressing please give me a call before responding to DPOG's letter.

Regards
 s22(1)(a)(ii)

s22(1)(a)(ii)

85

From: s22(1)(a)(ii)
Sent: Wednesday, 6 October 1999 11:48
To: s22(1)(a)(ii)
Cc:
Subject: Customs House, Weipa
Importance: High

s22(1)
(a)(ii)

We seek your urgent assistance in finalising the Customs House lease at Weipa. This matter has long been outstanding and we get nothing but the royal run around from DoFA, DPG, P&O and now the Cth Property Group.

The only thing that we believe remains outstanding is the provision of an Asbestos management report for the premises. We have been in contact with DoFA s22(1)(a)(ii) who informed that the matter is agreed (subject to ACS approval of the asbestos management plan) and had referred the matter to s22(1)(a)(ii). He then advised that s22(1)(a)(ii) (P&O) would handle the matter. s22(1) was contacted and he advised that the matter would be resolved shortly. s22(1) now informs that he no longer looks after the matter (and even had the audacity to say he never had, although we had previously discussed it with him). s22(1) referred me to a s22(1)(a)(ii) at C'th Property Group who is now handling the matter. We have left a message for him.

s22(1)(a) contact numbers are s22(1)(a)(ii)

Would you please utilise any contacts/persuasions that you have to try and resolve before the building gets sold from under ACS. It is a joint facility with AQIS and is under a standard Cth Tenant Lease for Queensland.

Your assistance is appreciated.

Yours faithfully
Jones Lang LaSalle

s22(1)(a)(ii)

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Freedom of Information Act 1982



AUSTRALIAN CUSTOMS SERVICE

Reply to the Chief Executive Officer

Quote: C98/05241

Customs House
5 Constitution Avenue
Canberra ACT 2601

11 October 1999

s22(1)(a)(ii)

Property Group
Department of Finance and Administration
111 Alinga Street
CANBERRA ACT 2601

Dear s22(1)(a)(ii)

COMMONWEALTH TENANT LEASE - WEIPA CUSTOMS HOUSE, QUEENSLAND

I refer to s22(1)(a)(ii) letter of 7 October 1999 and, in particular, SIMTARS Asbestos Materials Report of September 1993.

In SIMTARS Report fibro containing chrysotile asbestos was identified in the ceiling of the lunchroom, main office and garage section and eaves of the building. Of the areas tested the report concluded that it is expected that all ceilings in this building are constructed of fibro which contains chrysotile asbestos. At the time the Report classified the ceiling and eaves as priority P4 ie to be left in situ, labelled and monitor.

In addition to the ceiling and eaves, the air-conditioning ductwork was also identified as being constructed of fibro containing chrysotile asbestos. The Report noted that when the metal outlet grills are removed, the section covered by the grill is unpainted and has damaged edges. At the time the Report classified this situation as priority P3 ie to be encapsulated (stabilise material/restrict access), left in situ, labelled and monitored.

The Report in summing up recommended that in accordance with the Workplace Health and Safety Regulations and Guide to the Control of Asbestos Hazards in Buildings and Structures (NOHSC 3002 (1988)), all identified asbestos in a building or other structure should be labelled so that it is clearly visible to persons using the area, until it is finally removed. This requirement applies equally to asbestos in good condition and to treated asbestos. Labels must identify the material as containing asbestos. The purpose of these

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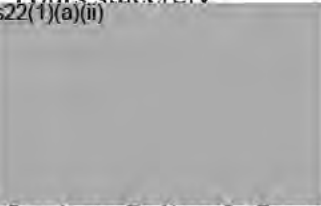
2.

cautionary warning signs is to ensure that the asbestos is not worked upon without correct precautions being taken to ensure that, in the event of damage, the occurrence is reported immediately so that corrective action can be taken.

Fibre cement sheeting utilised as bulkhead panelling and ceiling linings containing asbestos are a low hazard unless damage or deteriorated. It is recommended to appropriately label each asbestos situation and to prevent any action eg drilling or abrading, which may cause asbestos fibres to become airborne. In areas of excessive damage, removal or disposal and replacement should be undertaken. In areas of minor damage, fibrous edges should be sealed.

As a matter of urgency would you please provide details of your rectification work (ie labelling and encapsulating) and your monitoring program since 1993.

Yours sincerely
s22(1)(a)(ii)



Property Policy & Operations

Released by DIBP under the
Freedom of Information Act 1982



AUSTRALIAN CUSTOMS SERVICE

Facsimile Cover Sheet

This facsimile message is intended for the individual or entity named and may contain information that is confidential. If you are not the intended recipient of this message you are notified that any use or dissemination of this communication is strictly forbidden. If you have received this message in error, please notify the sender immediately by telephone and arrangements will be made to recover it at no expense to you

To:	s22(1)(a)(ii)
Company:	MANAGER BUDGETS ACS QLD
Phone:	s22(1)(a)(ii)
Fax:	

From:	s22(1)(a)(ii)
Company:	Australian Customs Service
Phone:	s22(1)(a)(ii)
Fax:	
Date:	11/10/99

Pages including this cover page: 10

s22(1)(a)
(ii)

WEIPA CUSTOMS HOUSE

As you may not be aware, we have for some considerable time, two and a half years to be exact, being pursuing a Commonwealth Tenant Lease (CTL) for Weipa Customs House.

For some unexplainable reason, only known to DoFA, Weipa Customs House was not included in the CTL process back in 1997. After repeated requests we received last Thursday a CTL for Customs signature.

In earlier discussions with DoFA it was agreed that Weipa's CTL, with the exception of area (m2) and rental, would be the same terms and conditions as agreed for our other Commonwealth occupied tenancies (eg TI, Mackay, Townsville, etc). Contrary to DoFA's word they have made a number of changes to the lease, which I will need to take up with them.

Annexed to the lease was a copy of the Asbestos Report that was undertaken on DoFA's behalf by SIMTARS back in 1993, copy attached. Given the lateness of the Report, which I am lead to believe was never received by Customs prior to last Thursday, I have written to DoFA seeking clarification on the steps/action they have taken to address the Report's 1993 recommendations, copy attached.

It is requested please that you forward our Weipa office a copy of the Report as soon as possible.

On receipt of DoFA's response I will immediately forward you a copy.

s22(1)(a)(ii)

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Freedom of Information Act 1982

From: s22(1)(a)(ii)
 Sent: Tuesday, 12 October 1999 11:40
 To: s22(1)(a)(ii)
 Cc:
 Subject: RE: Weipa Asbestos Management

Thanks s22(1)(a)(ii)

I will advise my Brisbane office that P&O will be coordinating with SIMTARS the implementation of the Reports recommendations and also a site visit for training, etc.

From your response I have assumed that DoFA did not act on SIMTARS recommendations back in 1993 when asbestos was first identified nor when SIMTARS prepared the Asbestos Management Plan on DoFA's behalf in January this year. If this is the case it is requested that SIMTARS revisit Weipa to reassess the situation and to establish whether there has been any deterioration of the asbestos, particularly as it appears that no monitoring/inspections has occurred since the Report was prepared, some 6 years ago.

If SIMTARS 1993 recommendations were not implemented at the time, which appears to be the case, we are concerned that our staff and visitors may have been unnecessarily exposed to asbestos for some considerable time. Although it is acknowledged that SIMTARS in 1993 categorised the ceilings & eaves as P4 ie leave in situ, label & monitor and the air-conditioning ductwork as P3 ie encapsulate, it is requested please that the reason/s for DoFA's decision not to implement the Report's recommendations at the time be provided.

Given the serious implications of asbestos, would you please give this matter your urgent attention.

Regards
 s22(1)(a)(ii)

-----Original Message-----

From: s22(1)(a)(ii)
 Sent: Monday, 11 October 1999 14:54
 To: s22(1)(a)(ii)
 Subject:

Hi s22(1)(a)(ii)

I have passed on instructions (below) to s22(1)(a)(ii) of P&O Services to co-ordinate with Simtars the implementation of those recommendations in their report including labelling of the specified areas and also a site visit for training etc.

I will keep you updated as to the progress of these works.

Kind Regards

s22(1)(a)(ii)

Divestment Unit

> -----Original Message-----

> From: s22(1)(a)(ii)
 > Sent: Friday, 8 October 1999 16:04
 > To: s22(1)(a)(ii)
 > Subject: Weipa Asbestos Management

> Hi s22(1)(a)(ii)

> Could you please arrange for Simtars to site visit and provide training etc along similar lines as we have done at Mackay Customs as per your letter dated 14/9/99.

> Regards

> s22(1)(a)(ii)

> Divestment Unit

s22(1)(a)(ii)

s22(1)(a)(ii)

forward to

Mark hand

asbestos warning

Report for P&O
 for Tuesday

OAS Plant - fuel

s22(1)(a)(ii)

Teena lead

- C&I Info Session

- Info on P&O & TI

- Basement lockers

- money to have and

circulated

- respond to s22(1)(a)(ii) re

s22(1)(a)(ii)

s22(1)(a)(ii)

From:
Sent:
To:
Cc:
Subject:

s22(1)(a)(ii)

Wednesday, 13 October 1999 18:01

s22(1)(a)(ii)

FW: Weipa Asbestos Management

can we discuss

s22(1)(a)(ii)

s22(1)(a)(ii)

Please see message below. s22(1)(a)(ii) has faxed me the report which I will forward to you tomorrow. I think we are all waiting with interest to see what DoFA say in response.

I will be contacting s22(1)(a)(ii) regularly to make sure we get a quick response.

s22(1)(a)(ii)

-----Original Message-----

From: s22(1)(a)(ii)
Sent: Tuesday, 12 October 1999 11:40
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Cc:
Subject: RE: Weipa Asbestos Management

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If SIMTARS 1993 recommendations were not implemented at the time, which appears to be the case, we are concerned that our staff and visitors may have been unnecessarily exposed to asbestos for some considerable time. Although it is acknowledged that SIMTARS in 1993 categorised the ceilings & eaves as P4 ie leave in situ, label & monitor and the air-conditioning ductwork as P3 ie encapsulate, it is requested please that the reason/s for DoFA's decision not to implement the Report's recommendations at the time be provided.

Given the serious implications of asbestos, would you please give this matter your urgent attention.

Regards

s22(1)(a)(ii)

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I will keep you updated as to the progress of these works.

Kind Regards

s22(1)(a)(ii)

Divestment Unit

> -----Original Message-----

> From: s22(1)(a)(ii)
> Sent: Friday, 8 October 1999 16:04
> To: s22(1)(a)(ii)
> Subject: Weipa Asbestos Management
>
> Hi s22(1)(a)(ii)
>

- > Could you please arrange for Simtars to to site visit and provide
- > training etc along similar lines as we have done at Mackay Customs House
- > per your letter dated 14/9/99.
- >
- > Regards
- >
- >
- > s22(1)(a)(ii)
- > Divestment Unit

s22(1)(a)(ii)

From: s22(1)(a)(ii)
Sent: Wednesday, 13 October 1999 20:12
To: s22(1)(a)(ii)
Subject: RE: Weipa Asbestos Management

s22(1)(a)(ii)

Can we discuss at some stage please. I am interested in the scope of this.

Thanks

s22(1)(a)(ii)

-----Original Message-----

From: s22(1)(a)(ii)
Sent: Wednesday, October 13, 1999 6:01 PM
To: s22(1)(a)(ii)
Cc: s22(1)(a)(ii)
Subject: FW: Weipa Asbestos Management

s22(1)(a)(ii)

Please see message below. s22(1)(a)(ii) has faxed me the report which I will forward to you tomorrow. I think we are all waiting with interest to see what DoFA say in response.

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s22(1)(a)(ii)

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s22(1)(a)(ii)

Divestment Unit

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> Subject: Weipa Asbestos Management

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> as per your letter dated 14/9/99.

>

> Regards

>

>

> s22(1)(a)(ii)

> Divestment Unit

s22(1)(a)(ii)

From: s22(1)(a)(ii)
Sent: Wednesday, 20 October 1999 13:35
To: s22(1)(a)(ii)
Subject: FW: Weipa Asbestos Management

s22(1)(a)(ii)

It would seem that things are progressing very slowly.

s22(1)(a)(ii)

-----Original Message-----

From: s22(1)(a)(ii)
Sent: Wednesday, 20 October 1999 13:08
To: s22(1)(a)(ii)
Subject: FW: Weipa Asbestos Management

s22(1)(a)
/m

As mentioned. I ment to copy you in.

s22(1)(a)(ii)

-----Original Message-----

From: s22(1)(a)(ii)
Sent: Tuesday, 19 October 1999 17:22
To: s22(1)(a)(ii)
Cc:
Subject: RE: Weipa Asbestos Management

s22(1)(a)(ii)

In the lease documentation reference is made to "SIMTARS conducting a survey of the Weipa Customs House" and that "the survey was conducted in September 1993 and an Asbestos Management Plan (dated 5 January 1999) was issued in November 1998, following a request from s22(1)(a)(ii) Domestic Property Group - Reference No.DPG96/00258". At the meeting with s22(1)(a)(ii) this morning, s22(1)(a) indicated that he was of the understanding that SIMTARS may have undertaken a site inspection as part of the Asbestos Management Plan late last year.

If s22(1)(a) is correct about SIMTARS site inspection late last year would you please provide details. However, as mentioned/alluded to in my e-mail of 12 October 1999, if SIMTARS has not revisited Weipa to reassess the situation and to establish whether there has been any deterioration of the asbestos over the past 6 years, it is requested please that this be undertaken immediately in conjunction with SIMTARS site visit to provide training and undertake the 1993 report's recommendations.

Your urgent response would be appreciated.

Regards

s22(1)(a)(ii)

-----Original Message-----

From: s22(1)(a)(ii)
Sent: Tuesday, 19 October 1999 15:16
To: s22(1)(a)(ii)
Cc:
Subject: RE: Weipa Asbestos Management

s22(1)(a)
/m

I have checked the Weipa Customs House files in my area (which are limited in date coverage). There is no information in relation to actions on the asbestos survey. I understand from s22(1)(a) today there may be some confusion over the report provided to you. If required I will arrange for the Records Management Unit to retrieve any files relevant to this property.

Regards

s22(1)(a)(ii)

-----Original Message-----

From: s22(1)(a)(ii)
Sent: Wednesday, 13 October 1999 13:39
To: s22(1)(a)(ii)

Cc: s22(1)(a)(ii)
Subject: RE: Weipa Asbestos Management

Thanks s22(1)(a)(ii)

> -----Original Message-----

> From: s22(1)(a)(ii)
> Sent: Tuesday, 12 October 1999 16:47
> To: s22(1)(a)(ii)
> Subject: RE: Weipa Asbestos Management

> Hi s22(1)(a)(ii)

> I have forwarded this query to s22(1)(a)(ii) of Asset Management.

> Regards

> s22(1)(a)(ii)

> -----Original Message-----

> From: s22(1)(a)(ii)
> Sent: Tuesday, 12 October 1999 11:40
> To: s22(1)(a)(ii)
> Cc:
> Subject: RE: Weipa Asbestos Management

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> I will advise my Brisbane office that P&O will be coordinating with
> SIMTARS the implementation of the Reports recommendations and also a site visit
> for training, etc.

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> recommendations back in 1993 when asbestos was first identified nor when
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> this year. If this is the case it is requested that SIMTARS revisit Weipa
> to reassess the situation and to establish whether there has been any
> deterioration of the asbestos, particularly as it appears that no
> monitoring/inspections has occurred since the Report was prepared, some 6
> years ago.

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> have been unnecessarily exposed to asbestos for some considerable time.
> Although it is acknowledged that SIMTARS in 1993 categorised the ceilings & eaves
> as P4 ie leave in situ, label & monitor and the air-conditioning duckwork as
> P3 ie encapsulate, it is requested please that the reason/s for DoFA's
> decision not to implement the Report's recommendations at the time be provided.

> Given the serious implications of asbestos, would you please give this
> matter your urgent attention.

> Regards

> s22(1)(a)(ii)

> > -----Original Message-----

> > From: s22(1)(a)(ii)
> > Sent: Monday, 11 October 1999 14:54
> > To: s22(1)(a)(ii)
> > Subject: FW: Weipa Asbestos Management

> > Hi s22(1)(a)(ii)

> > I have passed on instructions (below) to s22(1)(a)(ii) of P&O
> > Services to co-ordinate with Simtars the implementation of those recommendations in
> > their report including labelling of the specified areas and also a site
> > visit for training etc.

> > I will keep you updated as to the progress of these works.

> > Kind Regards

> > s22(1)(a)(ii)

> > Divestment Unit

>>
>>> -----Original Message-----
>>> From: s22(1)(a)(ii)
>>> Sent: Friday, 8 October 1999 16:04
>>> To: s22(1)(a)(ii)
>>> Subject: Weipa Asbestos Management
>>>
>>> Hi s22(1)(a)(ii)
>>>
>>> Could you please arrange for Simtars to to site visit and provide
>>> training etc along similar lines as we have done at Mackay Customs
> House
>>> as per your letter dated 14/9/99.
>>>
>>> Regards
>>>
>>>
>>> s22(1)(a)(ii)
>>> Divestment Unit

s22(1)(a)(ii)

From: s22(1)(a)(ii)
Sent: Wednesday, 20 October 1999 15:04
To: s22(1)(a)(ii)
Subject: FW: Weipa Asbestos Management

s22(1)(a)(ii)

Please see s22(1)(a) note below. s22(1)(a)(ii) is DM Weipa.

s22(1)(a)(ii)

-----Original Message-----

From: s22(1)(a)(ii)
Sent: Wednesday, 20 October 1999 15:01
To: s22(1)(a)(ii)
Subject: RE: Weipa Asbestos Management

s22(1)(a)(ii)

Just in case someone somewhere does decide to surprise us and move fast - Next week I am in Brisbane for the RQ mangers conference. So, if you hear anyone start talking about a "site visit", I wont be back here until after Thursday 28 October. I have had people in and out of the place in the last week doing what they termed "rental surveys" on behalf of DOFA. Nobody from DOFA gave me any prior warning, so if they run true to form they may just waste a trip up here.

Cheers

-----Original Message-----

From: s22(1)(a)(ii)
Sent: Wednesday, October 20, 1999 1:35 PM
To: s22(1)(a)(ii)
Subject: FW: Weipa Asbestos Management

s22(1)(a)(ii)

It would seem that things are progressing very slowly.

s22(1)(a)(ii)

-----Original Message-----

From: s22(1)(a)(ii)
Sent: Wednesday, 20 October 1999 13:08
To: s22(1)(a)(ii)
Subject: FW: Weipa Asbestos Management

s22(1)(a)(ii)

As mentioned. I ment to copy you in.

s22(1)(a)(ii)

-----Original Message-----

From: s22(1)(a)(ii)
Sent: Tuesday, 19 October 1999 17:22
To: s22(1)(a)(ii)
Cc:
Subject: RE: Weipa Asbestos Management

s22(1)(a)(ii)

In the lease documentation reference is made to "SIMTARS conducting a survey of the Weipa Customs House" and that "the survey was conducted in September 1993 and an Asbestos Management Plan (dated 5 January 1999) was issued in November 1998, following a request from s22(1)(a)(ii) Domestic Property Group - Reference No.DPG96/00258". At the meeting with s22(1)(a)(ii) this morning, s22(1)(a) indicated that he was of the understanding that SIMTARS may have undertaken a site inspection as part of the Asbestos Management Plan late last year.

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s22(1)(a)(ii)

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Sent: Tuesday, 19 October 1999 15:16
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s22(1)(a)(ii)

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> Sent: Tuesday, 12 October 1999 11:40
> To: s22(1)(a)(ii)
> Cc:
> Subject: RE: Weipa Asbestos Management

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> I will advise my Brisbane office that P&O will be coordinating with
> SIMTARS the implementation of the Reports recommendations and also a site visit
> for training, etc.

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> > /iii

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> > their report including labelling of the specified areas and also a site

> > visit for training etc.

> > I will keep you updated as to the progress of these works.

> > Kind Regards

> > s22(1)(a)(ii)

> > Divestment Unit

> > > -----Original Message-----

> > > From: s22(1)(a)(ii)

> > > Sent: Friday, 8 October 1999 16:04

> > > To: s22(1)(a)(ii)

> > > Subject: Weipa Asbestos Management

> > > Hi s22(1)(a)(ii)

> > > /iii

> > > Could you please arrange for Simtars to to site visit and provide

> > > training etc along similar lines as we have done at Mackay Customs

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> > > as per your letter dated 14/9/99.

> > > Regards

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> > > s22(1)(a)(ii)

> > > Divestment Unit

s22(1)(a)(ii)

From: s22(1)(a)(ii)
Sent: Friday, 22 October 1999 13:57
To: s22(1)(a)(ii)
Cc:
Subject: FW: Weipa Asbestos Management
Importance: High

s22(1)(a)(ii)

We are becoming extremely concerned that there has been no response to our e-mail regarding the asbestos at Weipa Customs House. If SIMTARS 1993 asbestos report recommendations have not been undertaken, which appears to be the case, and if there has been no other inspections carried out over the past 6 years, it is requested please that you instigate immediately a site inspection and undertake what ever is required to make the premises safe in accordance with the Workplace Health and Safety Regulations and Guide to the Control of Asbestos Hazards in Buildings and Structures 9NOHSC 3002 (1988)).

I apologise if I appear frustrated but DoFA's apparent inaction in addressing this serious situation continues to put at risk the welfare of our staff. Your immediate response detailing your timetable and program of work is requested please.

s22(1)(a)(ii)

Property Policy & Operations

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From: s22(1)(a)(ii)
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To: s22(1)(a)(ii)
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 > > > s22(1)(a)(ii)
 > > > Divestment Unit

s22(1)(a)(ii)

From: s22(1)(a)(ii)
Sent: Monday, 25 October 1999 12:28
To: s22(1)(a)(ii)
Subject: FW: Weipa Asbestos Management

s22(1)(a)(ii)

Does Comcare need to be brought in at this stage?

s22(1)(a)(ii)

-----Original Message-----
From: s22(1)(a)(ii)
Sent: Monday, 25 October 1999 9:51
To: s22(1)(a)(ii)
Subject: RE: Weipa Asbestos Management

s22(1)(a)(ii)

Comcare can be brought into this if they want to ignore us.

-----Original Message-----
From: s22(1)(a)(ii)
Sent: Friday, 22 October 1999 14:01
To: s22(1)(a)(ii)
Cc: s22(1)(a)(ii)
Subject: FW: Weipa Asbestos Management
Importance: High

s22(1)(a)(ii)

More in the saga.

s22(1)(a)(ii)

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From: s22(1)(a)(ii)
Sent: Friday, 22 October 1999 13:57
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Cc: s22(1)(a)(ii)
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s22(1)(a)(ii)

Property Policy & Operations

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116

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>>> s22(1)(a)(ii)
 >>> Divestment Unit

s22(1)(a)(ii)

From: s22(1)(a)(ii)
Sent: Friday, 29 October 1999 9:15
To: s22(1)(a)(ii)
Cc:
Subject: RE: Weipa Lease
Importance: High

s22(1)(a)(ii)

I am aiming to respond to your draft Weipa lease next week.

Of a more pressing nature, you indicated last Friday in response to my letter of 11 October 1999 and numerous e-mails since that you were expecting a response from your agent P&O on the current status of the asbestos identified in SIMTARS report of 1993.

Although you indicated that you were of the understanding that SIMTARS 1993 recommendations had been carried out and that SIMTARS has since undertaken an asbestos audit inspection of the property as part of developing the Asbestos Management Plan earlier this year, we are still anxiously waiting for confirmation that this has actually happened.

As mentioned earlier if SIMTARS 1993 asbestos report recommendations have not been undertaken and if there has been no other inspection or audit report carried out since, which appears to be the case given the information we have received to date, it is requested please that you instigate immediately an asbestos audit inspection and undertake what ever is required to make the premises safe in accordance with the Workplace Health and Safety Regulations and Guide to the Control of Asbestos Hazards in Buildings and Structures 9NOHSC 3002 (1988)).

Your immediate response is requested please.

s22(1)(a)(ii)

Property Policy & Operations

-----Original Message-----

From: s22(1)(a)(ii)
Sent: Thursday, 28 October 1999 19:29
To: s22(1)(a)(ii)
Subject: Weipa Lease

Hi s22(1)(a)(ii)

Just a friendly reminder about the return of the leasing documentation for Weipa. Could advise of ACS's position?

Regards

s22(1)(a)(ii)

Divestment Unit

s22(1)(a)(ii)

-----Original Message-----

From: s22(1)(a)(ii)
Sent: Friday, 22 October 1999 15:19
To: s22(1)(a)(ii)
Cc:
Subject: FW: Weipa Asbestos Management

s22(1)(a)(ii)

As I said at our last meeting I would check with s22(1)(a)(ii) who instructed SIMTARS, to investigate if SIMTARS did conduct a site visit for the Asbestos Management Plan and I would respond accordingly. At this stage I have not received a response from P&O, the instructing party.

When I receive a response I will advise accordingly.

Kind Regards

s22(1)(a)(ii)

Divestment Unit

-----Original Message-----

124
From: s22(1)(a)(ii)
Sent: Tuesday, 19 October 1999 17:26
To: s22(1)(a)(ii)
Subject: FW: Weipa Asbestos Management

s22(1)(a)(ii)

Can you advise if SIMTARS visited the site to conduct the Asbestos mgt Plan for Weipa?

s22(1)(a)(ii)

-----Original Message-----

From: s22(1)(a)(ii)
Sent: Friday, 22 October 1999 13:57
To: s22(1)(a)(ii)
Cc:
Subject: FW: Weipa Asbestos Management
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s22(1)(a)(ii)

Property Policy & Operations

-----Original Message-----

From: s22(1)(a)(ii)
Sent: Tuesday, 19 October 1999 17:22
To: s22(1)(a)(ii)
Cc:
Subject: RE: Weipa Asbestos Management

s22(1)(a)(ii)

In the lease documentation reference is made to "SIMTARS conducting a survey of the Weipa Customs House" and that "the survey was conducted in September 1993 and an Asbestos Management Plan (dated 5 January 1999) was issued in November 1998, following a request from s22(1)(a)(ii) Domestic Property Group - Reference No.DPG96/00258". At the meeting with s22(1)(a)(ii) this morning, s22(1)(a) indicated that he was of the understanding that SIMTARS may have undertaken a site inspection as part of the Asbestos Management Plan late last year.

If s22(1)(a) is correct about SIMTARS site inspection late last year would you please provide details. However, as mentioned/alluded to in my e-mail of 12 October 1999, if SIMTARS has not revisited Weipa to reassess the situation and to establish whether there has been any deterioration of the asbestos over the past 6 years, it is requested please that this be undertaken immediately in conjunction with SIMTARS site visit to provide training and undertake the 1999 report's recommendations.

Your urgent response would be appreciated.

Regards

s22(1)(a)(ii)

-----Original Message-----

From: s22(1)(a)(ii)
Sent: Tuesday, 19 October 1999 15:16
To: s22(1)(a)(ii)
Cc:
Subject: RE: Weipa Asbestos Management

s22(1)(a)

I have checked the Weipa Customs House files in my area (which are limited in date coverage). There is no information in relation to actions on the asbestos survey. I understand from s22(1)(a) today there may be some confusion over the report provided to you. If required I will arrange for the Records Management Unit to retrieve any files relevant to this property.

Regards

s22(1)(a)(ii)

-----Original Message-----

From: s22(1)(a)(ii)
Sent: Wednesday, 13 October 1999 13:39
To: s22(1)(a)(ii)
Cc:
Subject: RE: Weipa Asbestos Management

Thanks s22(1)(a)(ii)

> -----Original Message-----

> From: s22(1)(a)(ii)
> Sent: Tuesday, 12 October 1999 16:47
> To: s22(1)(a)(ii)
> Subject: RE: Weipa Asbestos Management

> Hi s22(1)(a)(ii)

> I have forwarded this query to s22(1)(a)(ii) of Asset Management.

> Regards

> s22(1)(a)(ii)

> -----Original Message-----

> From: s22(1)(a)(ii)
> Sent: Tuesday, 12 October 1999 11:40
> To: s22(1)(a)(ii)
> Cc:
> Subject: RE: Weipa Asbestos Management

> Thanks s22(1)(a)(ii)

> I will advise my Brisbane office that P&O will be coordinating with
> SIMTARS the implementation of the Reports recommendations and also a site visit
> for training, etc.

> From your response I have assumed that DoFA did not act on SIMTARS
> recommendations back in 1993 when asbestos was first identified nor when
> SIMTARS prepared the Asbestos Management Plan on DoFA's behalf in January
> this year. If this is the case it is requested that SIMTARS revisit Weipa
> to reassess the situation and to establish whether there has been any
> deterioration of the asbestos, particularly as it appears that no
> monitoring/inspections has occurred since the Report was prepared, some 6
> years ago.

> If SIMTARS 1993 recommendations were not implemented at the time, which
> appears to be the case, we are concern that our staff and visitors may
> have been unnecessarily exposed to asbestos for some considerable time.
> Although it is acknowledged that SIMTARS in 1993 categorised the ceilings & eaves
> as P4 ie leave in situ, label & monitor and the air-conditioning ductwork as
> P3 ie encapsulate, it is requested please that the reason/s for DoFA's
> decision not to implement the Report's recommendations at the time be provided.

> Given the serious implications of asbestos, would you please give this
> matter your urgent attention.

> Regards

> s22(1)(a)(ii)

> -----Original Message-----

> From: s22(1)(a)(ii)
> Sent: Monday, 11 October 1999 14:54
> To: s22(1)(a)(ii)
> Subject: FW: Weipa Asbestos Management

> Hi s22(1)(a)(ii)

> I have passed on instructions (below) to s22(1)(a)(ii) of P&O
> Services to co-ordinate with Simtars the implementation of those recommendations in

> > their report including labelling of the specified areas and also a site
> > visit for training etc.

○ I will keep you updated as to the progress of these works.

> >

> > Kind Regards

> >

> > s22(1)(a)(ii)

> > Divestment Unit

> >

> > > -----Original Message-----

> > > From: s22(1)(a)(ii)

> > > Sent: Friday, 8 October 1999 16:04

> > > To: s22(1)(a)(ii)

> > > Subject: Weipa Asbestos Management

> > >

> > > Hi s22(1)(a)(ii)

> > >

> > > Could you please arrange for Simtars to to site visit and provide

> > > training etc along similar lines as we have done at Mackay Customs

> > > House as per your letter dated 14/9/99.

> > >

> > > Regards

> > >

> > >

> > > s22(1)(a)(ii)

> > > Divestment Unit

s22(1)(a)(ii)

From: s22(1)(a)(ii)
Sent: Friday, 29 October 1999 13:25
To: s22(1)(a)(ii)
Cc:
Subject: FW: Weipa Lease

s22(1)(a)(ii)

For info

s22(1)(a)(ii)

-----Original Message-----

From: s22(1)(a)(ii)
Sent: Friday, 29 October 1999 10:02
To: s22(1)(a)(ii)
Cc:
Subject: RE: Weipa Lease

Thanks s22(1)(a)(ii)

-----Original Message-----

From: s22(1)(a)(ii)
Sent: Friday, 29 October 1999 9:33
To: s22(1)(a)(ii)
Cc:
Subject: RE: Weipa Lease

s22(1)(a)(ii)

SIMTARS have provided a quotation to carry out the inspection for both an update of the 1993 Asbestos Report and to provide on-site training in the one trip. On the advice of s22(1)(a)(ii) of P&O the Asbestos Mgt Plan was carried out on the back of the 1993 Report. I will advise when SIMTARS will be making the site visit so you can inform your people.

Regards

s22(1)(a)(ii)

Divestment Unit

-----Original Message-----

From: s22(1)(a)(ii)
Sent: Friday, 29 October 1999 9:15
To: s22(1)(a)(ii)
Cc:

Subject: RE: Weipa Lease
Importance: High

s22(1)(a)(ii)

I am aiming to respond to your draft Weipa lease next week.

Of a more pressing nature, you indicated last Friday in response to my letter of 11 October 1999 and numerous e-mails since that you were expecting a response from your agent P&O on the current status of the asbestos identified in SIMTARS report of 1993.

Although you indicated that you were of the understanding that SIMTARS 1993 recommendations had been carried out and that SIMTARS has since undertaken an asbestos audit inspection of the property as part of developing the Asbestos Management Plan earlier this year, we are still anxiously waiting for confirmation that this has actually happened.

As mentioned earlier if SIMTARS 1993 asbestos report recommendations have not been undertaken and if there has been no other inspection or audit report carried out since, which appears to be the case given the information we have received to date, it is requested please that you instigate immediately an asbestos audit inspection and undertake what ever is required

to make the premises safe in accordance with the Workplace Health and Safety Regulations and Guide to the Control of Asbestos Hazards in Buildings and Structures 9NOHSC 3002 (1988)).

Your immediate response is requested please.

s22(1)(a)(ii)

Property Policy & Operations

> -----Original Message-----

> From: s22(1)(a)(ii)

> Sent: Thursday 28 October 1999 19:29

> To: s22(1)(a)(ii)

> Subject: Weipa Lease

>

> Hi s22(1)(a)(ii)

>

> Just a friendly reminder about the return of the leasing documentation for Weipa. Could advise of ACS's position?

>

> Regards

>

> s22(1)(a)(ii)

> Divestment Unit

s22(1)(a)(ii)

-----Original Message-----

From: s22(1)(a)(ii)

Sent: Friday, 22 October 1999 15:19

To: s22(1)(a)(ii)

Cc:

Subject:FW: Weipa Asbestos Management

s22(1)(a)(ii)

As I said at our last meeting I would check with s22(1)(a)(ii) who instructed SIMTARS, to investigate if SIMTARS did conduct a site visit for the Asbestos Management Plan and I would respond accordingly. At this stage I have not received a response from P&O, the instructing party.

When I receive a response I will advise accordingly.

Kind Regards

s22(1)(a)(ii)

Divestment Unit

-----Original Message-----

From: s22(1)(a)(ii)

Sent: Tuesday, 19 October 1999 17:26

To: s22(1)(a)(ii)

Subject: FW: Weipa Asbestos Management

s22(1)(a)(ii)

Can you advise if SIMTARS visited the site to conduct the Asbestos mgt Plan for Weipa?

s22(1)(a)(ii)

-----Original Message-----

From: s22(1)(a)(ii)

Sent: Friday, 22 October 1999 13:57

To: s22(1)(a)(ii)

Cc:

Subject:FW: Weipa Asbestos Management

Importance: High

s22(1)(a)(ii)

We are becoming extremely concerned that there has been no response to our e-mail regarding the asbestos at Weipa Customs House. If SIMTARS 1993 asbestos report recommendations have not been undertaken, which appears to

be the case, and if there has been no other inspections carried out over the past 6 years, it is requested please that you instigate immediately a site inspection and undertake what ever is required to make the premises safe in accordance with the Workplace Health and Safety Regulations and Guide to the Control of Asbestos Hazards in Buildings and Structures 9NOHSC 3002 (1988)).

I apologise if I appear frustrated but DoFA's apparent inaction in addressing this serious situation continues to put at risk the welfare of our staff. Your immediate response detailing your timetable and program of work is requested please.

s22(1)(a)(ii)

Property Policy & Operations

-----Original Message-----

From: s22(1)(a)(ii)
Sent: Tuesday, 19 October 1999 17:22
To: s22(1)(a)(ii)
Cc: s22(1)(a)(ii)
Subject: RE: Weipa Asbestos Management

s22(1)(a)(ii)

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If s22(1)(a) is correct about SIMTARS site inspection late last year would you please provide details. However, as mentioned/alluded to in my e-mail of 12 October 1999, if SIMTARS has not revisited Weipa to reassess the situation and to establish whether there has been any deterioration of the asbestos over the past 6 years, it is requested please that this be undertaken immediately in conjunction with SIMTARS site visit to provide training and undertake the 1993 report's recommendations.

Your urgent response would be appreciated.

Regards

s22(1)(a)(ii)

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From: s22(1)(a)(ii)
Sent: Tuesday, 19 October 1999 15:16
To: s22(1)(a)(ii)
Cc: s22(1)(a)(ii)
Subject: RE: Weipa Asbestos Management

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Regards

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[mailto:s22(1)(a)(ii)]
Sent: Wednesday, 13 October 1999 13:39
To: s22(1)(a)(ii)
Cc: s22(1)(a)(ii)

Subject: RE: Weipa Asbestos Management

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[mailto:s22(1)(a)(ii)]

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> To: s22(1)(a)(ii)

> Cc:

> Subject: RE: Weipa Asbestos Management

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> for training, etc.

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revisit Weipa

> to reassess the situation and to establish whether there has been

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> deterioration of the asbestos, particularly as it appears that no

> monitoring/inspections has occurred since the Report was prepared,

some 6

> years ago.

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duckwork as

> P3 ie encapsulate, it is requested please that the reason/s for

DoFA's

> decision not to implement the Report's recommendations at the time

be provided.

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this

> matter your urgent attention.

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> Regards

> s22(1)(a)(ii)

>

> -----Original Message-----

> From: s22(1)(a)(ii)

> Sent: Monday, 11 October 1999 14:54

> To: s22(1)(a)(ii)

> > Subject: FW: Weipa Asbestos Management
 > >
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 > > Services to co-ordinate with Simtars the implementation of those
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 > > their report including labelling of the specified areas and also
 a site
 > > visit for training etc.
 > >
 > > I will keep you updated as to the progress of these works.
 > >
 > > Kind Regards
 > >
 > > s22(1)(a)(ii)
 > > Divestment Unit
 > >
 > > -----Original Message-----
 > > From: s22(1)(a)(ii)
 > > Sent: Friday, 8 October 1999 16:04
 > > To: s22(1)(a)(ii)
 > > Subject: Weipa Asbestos Management
 > >
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 > >
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 provide
 > > > training etc along similar lines as we have done at Mackay
 Customs
 > > > House as per your letter dated 14/9/99.
 > > >
 > > > Regards
 > > >
 > > >
 > > > s22(1)(a)(ii)
 > > > Divestment Unit

Transmission Report

Date/Time 2-11-99:12:51
G3 Local Terminal ID 61 7 38353023
G4 Local Terminal ID
Local Name
Company Logo Accounting Ops Brisbane

This document was confirmed.

Document Size A4S

Finance & Gen Services Bne Phone 07 3635 3001 Fax 07 3635 3023

Australian Customs
Service

Fax

To: s22(1)(a)(ii) From: s22(1)(a)(ii)
Fax: Pages: 8
Phone: Date: 2 November 1999
Ret: MOU with AQIS CC:

☐ Urgent ☐ For Review ☐ Please Comment ☐ Please Reply ☐ Please Recycle

• Comments:

s22(1)(a)

DOFA's legal adviser has prepared the attached MOU for the sublease arrangement at Weipa between AQIS and Customs.

Would you mind having a look at the document and providing advice as to whether you think it covers all aspects of what we would need in an MOU. If there are any amendments that you think would be appropriate would you let me know please.

Thanks.

s22(1)(a)(ii)

Total Pages Scanned : 8

Total Pages Confirmed : 8

No	Doc.	Remote Station	Start Time	Durat.	Pages	Mode	Contents	Result
1	0047	0-02-62487501	2-11:12:45	8' 04"	8 / 8	EC		CP

Note :

EC: Error Correct
CP: Completed
RA: Receive Again
RS: Relay Send
RQ: Relay Request

RE: Resend
PG: Polling a Remote
RB: Remote was Busy
RV: Remote Service

BC: Broadcast
MB: Send to Mailbox
RI: Relay Initiate
SA: Send Again

CR: Check Remote
MP: Multi Polling
RM: Receive to Memory
TM: Terminated

136

s22(1)(a)(ii)

From: s22(1)(a)(ii)
Sent: Wednesday, 17 November 1999 13:28
To: s22(1)(a)(ii)
Cc:
Subject: Townsville et al

s22(1)(a)(ii)

s22(1)(a)(ii)

Weipa s22(1)(a)(ii) are to be auctioned before Christmas but the asbestos issue hasn't been resolved in either building. s22(1)(a)(ii)

s22(1)(a)(ii)

facsimile

To:

s22(1)(a)(ii)

Company: **P&O Facilities Management**

Fax no: **07 - 3251 1477**

From: s22(1)(a)(ii)

Our ref: **50/002/0008/23/48**

Date: **18 November 1999**

Pages: **Four (4) (Including this one)**

Subject: **Welpa Customs House**



SIMTARS is a business unit of the
Department of Mines and Energy

IMPORTANT NOTICE: CONFIDENTIALITY AND LEGAL PRIVILEGE

This facsimile is intended only for the addressee and may contain legally privileged and confidential information. If you are not the addressee, you are notified that any transmission, distribution, or photocopying of this facsimile is strictly prohibited. The legal privilege and confidentiality attached to this facsimile is not waived, lost or destroyed by reason of a mistaken delivery to you. If you have received this facsimile in error please immediately notify me by telephone and return the original facsimile to me at my address. Your cost of complying with this request will be met by this department.

THANK YOU.

Dear s22(1)(a)(ii)

As discussed on the telephone, here is a preliminary report on asbestos materials at Welpa Customs House as requested by s22(1)(a)(ii)

His fax to me is included. Please note the comment on 'urgency'.

Yours sincerely
s22(1)(a)(ii)

Special Projects Officer
Occupational Hygiene, Environment and Chemistry Centre

HEAD OFFICE - 2 Smith Street Redbank Qld 4301 POSTAL - PO Box 467 Goodna Qld 4300

Telephone: s22(1)(a)(ii) Mobile: s22(1)(a)(ii) Facsimile: **(07) 3810 6388**

Email: s22(1)(a)(ii)@dme.qld.gov.au





Occupational Hygiene, Environment and Chemistry Centre



2 Smith Street, REDBANK, QLD 4301, Australia
Postal Address: PO Box 467, GOODNA, QLD, 4300 Australia

Phone (07) 3810 6333
Fax (07) 3810 6363
International Fax (617) 3810 6363

Laboratory Test Report

REPORT NO: OH82348P1

ISSUE DATE: 18 November 1999

SIMTARS FILE REF: 50/002/0009/28/49

CLIENT/CUSTOMER NAME: P&O Facilities Management

APPLICANT/CUSTOMER REFERENCE: Weipa Customs House

JOB DESCRIPTION: Building Inspection re: Asbestos Materials

DATE RECEIVED/SURVEY DATE: 10 and 11 November 1999

SAMPLE/S COLLECTED BY: SIMTARS s22(1)(a)(ii)

Preliminary Results
For information only. final results to follow
in official report

CHECKED BY

s22(1)(a)(ii)

APPROVED SIGNATORY

s22(1)(a)(ii)

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Occupational Hygiene, Environment and Chemistry Centre



REPORT NO: OH92348P1

1. BACKGROUND

At the request of s22(1)(a)(ii) of P&O Facilities Management, SIMTARS conducted an inspection of the Customs House at Waiapa. SIMTARS had completed an asbestos audit of the building in 1993. The results of that audit are included in the Asbestos Materials Management Plan for Customs House, Waiapa (SIMTARS reference: OH92218F1).

The purpose of this inspection was to ascertain if there were any significant changes in the status of asbestos materials and to make any recommendations on the asbestos materials present.

The inspection was conducted by s22(1)(a)(ii) of the Occupational Hygiene, Environment and Chemistry Centre and was done in conjunction with training on the use of the Asbestos Management Plan for the site. The work was carried out on the 10 and 11 November 1999.

2. FINDINGS

- (a) No significant changes had occurred to the building in relation to asbestos materials.
- (b) The ceilings of the building are made from fibre which contains Chrysotile Asbestos. The material is painted and in good condition.
- (c) The eaves of the building are made from fibre which contains Chrysotile Asbestos. The material is painted and in good condition.
- (d) The air-conditioning ductwork in the main office area is made from fibre which contains Chrysotile Asbestos. The material is painted and in good condition. However, it was noted that when either of the two metal grills were removed the section of fibre which is covered by the flange of the grill was unpainted and had broken edges.

3. RECOMMENDATIONS

It is recommended that the sections of the ductwork which are unpainted be painted. This would effectively seal the edges and therefore reduce the risk of fibres from the material becoming airborne.

Although the material in its present form would be described as only a low risk situation, it could be further reduced at low cost.

s22(1)(a)(ii)

From: s22(1)(a)(ii)
Sent: Monday, 6 December 1999 17:00
To: s22(1)(a)(ii)
Cc:
Subject: FW: Asbestos Works

s22(1)(a)(ii)

When s22(1)(a)(ii) was here a few weeks ago he noted that a recommendation he made after he inspected the place in 1993 had not been carried out. That recommendation was that any "bare" plasterboard sheets containing asbestos be sealed by painting. There are two sheets behind two airconditioning duct vents in the main office area. He was quite relaxed about the whole thing and when I told him that one maintenance item listed for the premises is an internal paint job, he thought that whenever the painting was carried out the bare boards could be given the once over with a brush.

I think it is taking things to a bit of an extreme to get someone in specially to give two plaster boards a coat of paint. What concerns me more is the total lack of any maintenance work being done on this building. I did get a request from s22(1)(a)(ii) a few weeks ago about things listed for maintenance asking me to prioritise them according to OH&S imperitives. The internal painting has been listed as a maintenance item for some time but I must admit its priority could not be deemed high from an OH&S aspect. The place just keeps deteriorating into a dingy place in which to work.

If the internal painting is not going to proceed within a reasonable time span and the requirement to attend to Simtars recommendation before 24 December still remains, could you please contact Jones Lang LaSalle and ask them to make the necessary arrangements.

s22(1)(a)(ii)

District Manager
Weipa.

-----Original Message-----

From: s22(1)(a)(ii)
Sent: Friday, December 03, 1999 11:02 AM
To: s22(1)(a)(ii)
Subject: Asbestos Works

s22(1)(a)(ii)

I have recently had discussions with s22(1)(a)(ii) of Simtars regarding the recommendations for the treatment of Asbestos at Weipa Customs House. s22(1)(a)(ii) has advised that the only works that need to be carried out to manage the asbestos correctly are nominal.

He has advised that the works could be completed by someone on-site and provided your name. s22(1)(a)(ii) s22(1)(a)(ii) of the Canberra office of your dept has requested that the works be completed by 24th December 1999. This is also a condition which has been incorporated in the lease. s22(1)(a)(ii) advised that you are aware of the minor painting that needs to take place over the a/c ducting. If you have any queries s22(1)(a)(ii) can be contacted on s22(1)(a)(ii) or myself on s22(1)(a)(ii). Any time or money spent to get the work completed can be invoiced to my attention at the Dept of Finance and Administration in Canberra.

Regards

s22(1)(a)(ii)

Divestment Unit

Released by DIBP under the
Freedom of Information Act 1982

s22(1)(a)(ii)

From: s22(1)(a)(ii)
Sent: Tuesday, 7 December 1999 11:25
To: s22(1)(a)(ii)
Cc:
Subject: RE: Asbestos Works

s22(1)(a)(ii)

s22(1)(a)(ii) just phoned me checking if I got his E-Mail. He informs me that it is a requirement under the lease that the building be painted before February 2001. From my discussions with s22(1)(a)(ii) when he was here, I consider the need to paint the exposed boards is purely a precautionary measure with a very low priority. I suggest that the exposed boards be attended to at the same time as the major paint job is done.

-----Original Message-----

From: s22(1)(a)(ii)
Sent: Monday, December 06, 1999 5:00 PM
To: s22(1)(a)(ii)
Cc:
Subject: FW: Asbestos Works

s22(1)(a)(ii)

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District Manager
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s22(1)(a)(ii)

Divestment Unit

142

Released by DIBP under the
Freedom of Information Act 1982

19. JUL. 2000 14:50

SIMTARS OHECC

NO. 3250 P. 1

86

facsimile**To:**

s22(1)(a)(ii)

Company: Australian Property Group**Fax no:** 02 - 6215 2403**From:**

s22(1)(a)(ii)

Our ref:

50/002/0009/23/48

Date:

19 July 2000

Pages:

Five (5) (Including this one)

Subject: Customs House - WEIPASIMTARS is a business unit of the
Department of Mines and Energy**IMPORTANT NOTICE: CONFIDENTIALITY AND LEGAL PRIVILEGE**

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THANK YOU.

Dear s22(1)(a)(ii)

Please find attached SIMTARS statement of involvement with the asbestos management at the Weipa Customs House, the Asbestos Register section of the Asbestos Management Plan and SIMTARS Report No. OH92348P2 on the building inspection conducted on 10 and 11 November 1999.

If you have any queries regarding this information please contact myself by phone, fax or e-mail.

Yours sincerely

s22(1)(a)(ii)

Special Projects Officer**Occupational Hygiene, Environment and Chemistry Centre**

s22(1)(a)(ii)

Manager**Occupational Hygiene, Environment and Chemistry Centre****HEAD OFFICE - 2 Smith Street Redbank Qld 4301****POSTAL - PO Box 467 Goodna Qld 4300**

Telephone: (07) 3810 6340 Mobile: s22(1)(a)(ii)

Facsimile: (07) 3810 6388

Email: s22(1)(a)(ii)@dme.qld.gov.au

73

QUEENSLAND
GOVERNMENTReleased by DIBP under the
Freedom of Information Act 1982



Occupational Hygiene, Environment and Chemistry Centre



1. In 1993, SIMTARS, acting for Australian Estate Management(North), conducted an asbestos audit on the Customs House in Weipa. An asbestos register for the site was produced. This register contained details on the location of asbestos materials, their condition and recommendations on the management of those materials.
2. In January 1999, SIMTARS, at the request of P&O Facilities Management, wrote an Asbestos Management Plan (SIMTARS No. OH92218F1) for the site. This plan was written in a format which was given to SIMTARS by P & O Facilities Management. The register from that plan is attached.
3. In November 1999, SIMTARS, again for P&O Facilities Management, inspected the building and presented a short training program in the use of the Asbestos Management Plan, to the staff in the building.
4. The recommendations made in relation to painting two sections of the air-conditioning ductwork, had not been carried out as at November 1999.
5. Signage, as recommended in the plan, was attached at various points of the fibro sheeting.
6. At this point SIMTARS has no further involvement in the project.



Occupational Hygiene, Environment and Chemistry Centre



ASBESTOS MATERIALS REGISTER

LEGEND

CH = Chrysotile Asbestos
A = Amosite Asbestos
C = Crocidolite Asbestos

Priorities of action are classified as follows:

P1 Prevent access / removal immediately
P2 Restrict access / planned removal
P3 Encapsulate (stabilise material / restrict access)
P4 Leave in situ / monitor condition

ASBESTOS

Priority	Description	Location	Condition	Material	Reference	Page
P4	Fibre cement ceiling	Lunch Room	Good	CH	3613-93L	4
P3	Ducting	Air conditioning duct work	Good	CH	3614-93L	4
P4	Fibre cement ceiling	Main Office	Good	CH	3617-93L	4
P4	Fibre cement ceiling	Garage	Good	CH	3618-93L	4
P4	Fibro eaves	Eaves	Good	CH	3620-93L	4



Occupational Hygiene, Environment and Chemistry Centre



2 Smith Street, REDBANK, QLD 4301, Australia
Postal Address: PO Box 467, GOODNA, QLD, 4300 Australia

Phone (07) 3810 6333
Fax (07) 3810 6363
International Fax (617) 3810 6363

Laboratory Test Report

REPORT NO: OH92348P2

ISSUE DATE: 19 November 1999

SIMTARS FILE REF: 50/002/0009/23/48

CLIENT/CUSTOMER NAME: P&O Facilities Management

APPLICANT/CUSTOMER REFERENCE: Weipa Customs House

JOB DESCRIPTION: Building Inspection re: Asbestos Materials

DATE RECEIVED/SURVEY DATE: 10 and 11 November 1999

SAMPLE/S COLLECTED BY: SIMTARS. s22(1)(a)(ii)

CHECKED BY:

s22(1)(a)(ii)

APPROVED SIGNATORY:

s22(1)(a)(ii)

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Occupational Hygiene, Environment and Chemistry Centre



REPORT NO: OH92348P1

1. BACKGROUND

At the request of s22(1)(a)(ii) of P&O Facilities Management, SIMTARS conducted an inspection of the Customs House at Weipa. SIMTARS had completed an asbestos audit of the building in 1993. The results of that audit are included in the Asbestos Materials Management Plan for Customs House, Weipa (SIMTARS reference: OH92218F1).

The purpose of this inspection was to ascertain if there were any significant changes in the status of asbestos materials and to make any recommendations on the asbestos materials present.

The inspection was conducted by s22(1)(a)(ii) of the Occupational Hygiene, Environment and Chemistry Centre and was done in conjunction with training on the use of the Asbestos Management Plan for the site. The work was carried out on the 10 and 11 November 1999.

2. FINDINGS

- (a) No significant changes had occurred to the building in relation to asbestos materials
- (b) The ceilings of the building are made from fibro which contains Chrysotile Asbestos. The material is painted and in good condition.
- (c) The eaves of the building are made from fibro which contains Chrysotile Asbestos. The material is painted and in good condition.
- (d) The air-conditioning ductwork in the main office area is made from fibro which contains Chrysotile Asbestos. The material is painted and in good condition. However, it was noted that when either of the two metal grills were removed the section of fibro which is covered by the flange of the grill was unpainted and had broken edges.

3. RECOMMENDATIONS

It is recommended that the sections of the ductwork which are unpainted be painted. This would effectively seal the edges and therefore reduce the risk of fibres from the material becoming airborne.

Although the material in its present form would be described as only a low risk situation, it could be further reduced at low cost.

**FACSIMILE MESSAGE**

DEPARTMENT OF
FINANCE AND
ADMINISTRATION

To:

s22(1)(a)(ii)

Date:**20 July, 2000****Customs****Facsimile No:****07 3835 3023****No. of Pages:****8***(incl. this page)***From:**

s22(1)(a)(ii)

Property Group**Facsimile No:****02 6215 2403****Telephone:**

s22(1)(a)(ii)

e-mail:**@dofa.gov.au****CUSTOMS HOUSE - WEIPA**

s22(1)(a)(ii)

I refer to your recent conversation with s22(1)(a)(ii) from this office regarding documentation covering the completion of works recommended in the asbestos report done by SIMTARS.

Please find relevant documents enclosed.

If you require any further information please call me.

s22(1)(a)(ii)

Domestic Office Estate

IMPORTANT: This transmission is intended for the use of the addressee and may contain information that is either confidential, commercially valuable or subject to legal or Parliamentary privilege. If you are not the intended recipient, you are notified that any use or dissemination of this communication is strictly prohibited. If you have received this transmission in error, please notify this Office immediately by telephone so that we can arrange for the return of the documents to us at no cost to you.

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Freedom of Information Act 1982

19. JUL. 2000 14:50

SIMTARS OHECC

NO. 3250 P. 1

86

facsimile**To:**

s22(1)(a)(ii)

Company: Australian Property Group**Fax no:** 02 - 6215 2403**From:**

s22(1)(a)(ii)

Our ref:

50/002/0009/23/48

Date:

19 July 2000

Pages:

Five (5) (Including this one)

Subject: Customs House - WEIPASIMTARS is a business unit of the
Department of Mines and Energy**IMPORTANT NOTICE: CONFIDENTIALITY AND LEGAL PRIVILEGE**

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s22(1)(a)(ii)

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If you have any queries regarding this information please contact myself by phone, fax or e-mail.

Yours sincerely

s22(1)(a)(ii)

Special Projects Officer**Occupational Hygiene, Environment and Chemistry Centre**

s22(1)(a)(ii)

Manager**Occupational Hygiene, Environment and Chemistry Centre****HEAD OFFICE - 2 Smith Street Redbank Qld 4301****POSTAL - PO Box 467 Goodna Qld 4300**

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Email: s22(1)(a)(ii)@dme.qld.gov.au

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Occupational Hygiene, Environment and Chemistry Centre



1. In 1993, SIMTARS, acting for Australian Estate Management(North), conducted an asbestos audit on the Customs House in Weipa. An asbestos register for the site was produced. This register contained details on the location of asbestos materials, their condition and recommendations on the management of those materials.
2. In January 1999, SIMTARS, at the request of P&O Facilities Management, wrote an Asbestos Management Plan (SIMTARS No. OH92218F1) for the site. This plan was written in a format which was given to SIMTARS by P & O Facilities Management. The register from that plan is attached.
3. In November 1999, SIMTARS, again for P&O Facilities Management, inspected the building and presented a short training program in the use of the Asbestos Management Plan, to the staff in the building.
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5. Signage, as recommended in the plan, was attached at various points of the fibro sheeting.
6. At this point SIMTARS has no further involvement in the project.



Occupational Hygiene, Environment and Chemistry Centre



ASBESTOS MATERIALS REGISTER

LEGEND

CH = Chrysotile Asbestos
A = Amosite Asbestos
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ASBESTOS

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Occupational Hygiene, Environment and Chemistry Centre



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Postal Address: PO Box 467, GOODNA, QLD, 4300 Australia

Phone (07) 3810 6333
Fax (07) 3810 6363
International Fax (617) 3810 6363

Laboratory Test Report

REPORT NO: OH92348P2

ISSUE DATE: 19 November 1999

SMTARS FILE REF: 50/002/0009/23/48

CLIENT/CUSTOMER NAME: P&O Facilities Management

APPLICANT/CUSTOMER REFERENCE: Weipa Customs House

JOB DESCRIPTION: Building Inspection re: Asbestos Materials

DATE RECEIVED/SURVEY DATE: 10 and 11 November 1999

SAMPLE/S COLLECTED BY: SMTARS. s22(1)(a)(ii)

CHECKED BY:

s22(1)(a)(ii)

APPROVED SIGNATORY:

s22(1)(a)(ii)

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Occupational Hygiene, Environment and Chemistry Centre



REPORT NO: OH92348P1

1. BACKGROUND

At the request of s22(1)(a)(ii) of P&O Facilities Management, SIMTARS conducted an inspection of the Customs House at Weipa. SIMTARS had completed an asbestos audit of the building in 1993. The results of that audit are included in the Asbestos Materials Management Plan for Customs House, Weipa (SIMTARS reference: OH92218F1).

The purpose of this inspection was to ascertain if there were any significant changes in the status of asbestos materials and to make any recommendations on the asbestos materials present.

The inspection was conducted by s22(1)(a)(ii) of the Occupational Hygiene, Environment and Chemistry Centre and was done in conjunction with training on the use of the Asbestos Management Plan for the site. The work was carried out on the 10 and 11 November 1999.

2. FINDINGS

- (a) No significant changes had occurred to the building in relation to asbestos materials
- (b) The ceilings of the building are made from fibro which contains Chrysotile Asbestos. The material is painted and in good condition.
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3. RECOMMENDATIONS

It is recommended that the sections of the ductwork which are unpainted be painted. This would effectively seal the edges and therefore reduce the risk of fibres from the material becoming airborne.

Although the material in its present form would be described as only a low risk situation, it could be further reduced at low cost.

BLAKE DAWSON WALDRON

L A W Y E R S

s22(1)(a)(ii)

Williams Graham & Carman
Solicitors
PO Box 947
CAIRNS QLD 4870

Level 40
Riverside Centre
123 Eagle Street
Brisbane QLD 4000

legal.info@bdw.com.au

Telephone (07) 3259 7000
Int + 61 7 3259 7000
Fax (07) 3259 7111
DX 226 Brisbane

PO Box 7074
Riverside Centre
Brisbane QLD 4001
Australia

Partner

s22(1)(a)(ii)

Telephone (07) 3259 7015

Contact

s22(1)(a)(ii)

Telephone (07) 3259 7179

Our reference

JEB.GAR.712143

Your reference

s22(1)(a)(ii)

31 January 2000

Dear s22(1)(a)(ii)

Commonwealth of Australia Sale to Bass - Weipa Customs House

We refer to today's telephone discussions.

Our client has instructed us that its painting contractor has advised that the work referred to in the additional clause 22.6(a) of Schedule 7 of the Lease has been completed in accordance with that clause.

Yours faithfully

Blake Dawson Waldron

BRISBANE
SYDNEY
MELBOURNE
PERTH
CANBERRA
LONDON
PORT MORESBY
JAKARTA
SHANGHAI
HONG KONG

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15555730

Title Reference 20862200

2. CAR PARK LICENCE

The following clause is inserted after clause 46:

"47. CAR PARK LICENCE

During the currency of this Lease, the Lessor grants to the Lessee a licence to use the following car park facilities at no additional charge:

- (a) the double garage which forms part of the building; and
- (b) the car parking bays located on the concreted area designated for car parking on the land."

SCHEDULE 2, RULE 14

ANIMALS - TO BE INSERTED AT END OF CLAUSE "EXCEPT WHERE THE ANIMALS OR BIRDS ARE PART OF THE LESSEE'S BUSINESS ACTIVITIES".

SCHEDULE 1, ITEM 13

REPAINTING (CLAUSE 26) - 28 FEBRUARY 2002 AND THEREAFTER ONCE EACH 7 YEARS.

SCHEDULE 1, ITEM 14

DECARPETING (CLAUSE 26) - 28 FEBRUARY 2002 AND THEREAFTER ONCE EACH 8 YEARS.

CLAUSE 21

OBLIGATIONS TO MAINTAIN A REPAIR - WITHOUT LIMITING THE INTENT OF CLAUSES 21 AND 24 THE LESSOR WILL UNDERTAKE THE FOLLOWING PARTICULAR WORK BEFORE 30 JUNE 2000:

- (a) REPAIR GARAGE DOORS. THE GARAGE IS FITTED WITH TWO ROLLER DOORS. THEY NO LONGER ROLL PROPERLY ON THEIR RUNNERS. OPENING THEM ENTAILS JIGGLING THEM UNTIL THEY LINE UP ON THE GUIDES. THEY CANNOT BE LOCKED.
- (b) REPAIR PERIMETER FENCE. THE PERIMETER FENCE IS CYCLONE MESH ABOUT SIX FOOT HIGH TOPPED WITH FOUR STRANDS OF BARBED WIRE. SOME SECTIONS OF THE MESH IS VERY RUSTY AND LENGTHS OF BARBED WIRE HAVE COLLAPSED IN SOME SECTIONS.

ADDITIONAL CLAUSE 22.6(a)

HEALTH & SAFETY - THE VENDOR (PROPERTY GROUP, DEPT OF FINANCE AND ADMINISTRATION) MUST COMPLETE THE RECOMMENDATIONS DETAILED IN THE 'ASBESTOS REGISTER' BY 24 DECEMBER 1999. IF THE RECOMMENDATIONS ARE NOT COMPLETED BY THE VENDOR BY 24 DECEMBER 1999 AND CONFIRMATION RECEIVED FROM THE VENDOR BY 24 DECEMBER 1999 THAT THE WORK HAS BEEN COMPLETED THE LESSEE MAY UNDERTAKE THE RECOMMENDATIONS AND DEDUCT THE COST FROM THE RENT.

SCHEDULE 1 ITEM 16

AFTER HOURS AIRCONDITIONING - AS THERE IS NO RATE FOR OUT OF HOURS VENTILATION OR AIRCONDITIONING, ITEMS 16(a) AND 16(b) TO READ "ITEM 16(c) AND 16(d) TO READ "NOT APPLICABLE".

SCHEDULE 1 ITEM 9

AREA OF PREMISES AND BUILDING - ITEM TO BE AMENDED TO READ:
"(a) NET LETTABLE AREA OF BUILDING: 138 m²
(b) NET LETTABLE AREA OF PREMISES: 138 m²".

CLAUSE 47

CAR PARK LICENCE - BE AMENDED BY INSERTING THE FOLLOWING SENTENCE AT THE END OF THE CLAUSE "THE LESSEE MAY ALSO USE THE DOUBLE GARAGE FOR STORAGE".

s22(1)(a)(ii)

112

Bass & Scanlan
c/- R. Bass
11 Jade Crescent
Lake Placid
Cairns
4878

A.B.N. 18202006135
Ph/fax 0740392603

16-Jan-02
Jones Lang LaSalle
GPO Box 721
Canberra City
2601

Attention : s22(1)(a)(ii)

Dear s22(1)(a)(ii)

Re :- Weipa Customs House - Asbestos ceilings.

Please find the attached copies of correspondence from SIMTARS (Occupational Hygiene, Environment and Chemistry Centre Qld). The said documents are the results of their monitoring in July 2001 showing acceptable results.

These tests were carried out after the removal of all ceiling material (inside and outside) and prior to the re-sheeting with Asbestos free Hardiflex sheeting.

As previously advised, we have carried out the removal of asbestos material in accordance with the Workplace Health and Safety guidelines "A-C Sheeting Advisory Standard 1999".

The new sheeting has been architaved and painted and it is our belief that the site is now asbestos free.

We have been in contact with Simtars and been advised that they will inspect the building on their next visit to Weipa. The intention is to have the site removed from the Asbestos Register. Our preliminary copy of the Asbestos Management Plan, which is attached to the contract of sale for the said property, indicates that we need to update the onsite management plan. The Customs Officer on site has no knowledge of their copy of the plan, which should have been available on site prior to our purchasing the building.

Once we receive final confirmation from Simtars, and have the site clearance certificate, there will be no further necessity for air monitoring etc. We will advise when they have inspected the building.

Yours faithfully

s22(1)(a)(ii) (on behalf of the Owners)

s22(1)(a)(ii)

cc: AQIS & ACS Weipa

Our Reference: 50/002/0009/29/04

Contact Name: s22(1)(a)(ii)
Telephone:
Email:

30 July 2001

Bass & Scanlan
11 Jade Crescent
Lake Placid
CAIRNS QLD 4878



SIMTARS is a business unit of the
Department of Mines and Energy

Attention: s22(1)(a)(ii)

Dear s22(1)(a)(ii)

Asbestos Monitoring - Customs House, Weipa

Please find enclosed the original report for two airborne asbestos fibre count samples received at Simtars on 3 July 2001.

Your contact for this work is detailed above. Should you require any further assistance, please feel free to call us.

An invoice for the hire of sampling equipment and analysis of samples will be forwarded shortly.

Yours faithfully

s22(1)(a)(ii)

Branch Manager
Occupational Hygiene, Environment and Chemistry Centre

AS20234 (Rev 01) Doc 160601





Occupational Hygiene, Environment and Chemistry Centre



2 Smith Street, REDBANK, QLD 4301, Australia
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Phone (07) 3810 6333
Fax (07) 3810 6363
International Fax (617) 3810 6363

Laboratory Test Report

REPORT NO: OH92904F

ISSUE DATE: 03 July 2001

SIMTARS FILE REF: 50/002/0009/29/04

CLIENT/CUSTOMER NAME: Bass & Scanlan

APPLICANT/CUSTOMER REFERENCE: s22(1)(a)(ii)

JOB DESCRIPTION: Asbestos Fibre Count Analysis

DATE RECEIVED/SURVEY DATE: 03 July 2001

SAMPLE/S COLLECTED BY: Client

CHECKED BY:

s22(1)(a)(ii)

APPROVED SIGNATORY:

s22(1)(a)(ii)

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Occupational Hygiene, Environment and Chemistry Centre



REPORT NO: OH92904F

METHODOLOGY

The samples were analysed using SIMTARS Method LP0007¹ and Worksafe Australia Guidance Note on the Membrane Filter Method for Estimating Airborne Asbestos Dust².

RESULTS

Job Description: Removal of fibre-cement sheeting from Customs House, Weipa.

Lab Number	Sample Details	Date Sampled	Volume (Litres)	Fibre Count (fibres /field)	Fibre Concentration (fibres/ml)
OH92904/1	Kitchen / Hallway	01/07/01	524	5/100	< 0.01
OH92904/2	Foyer / Reception	01/07/01	524	3/100	< 0.01
OH92904/3	Blank	-	-	0/100	-
Limit of Reporting				0/100	0.01

COMMENTS:

Results of monitoring revealed airborne asbestos fibre concentrations consistent with levels measured in normal background air, and therefore do not represent a risk to health.

REFERENCES

- 1 SIMTARS Laboratory Procedure LP0007 - "Procedure for Estimating Airborne Asbestos Dust".
- 2 Worksafe Australia; *Asbestos Code of Practice and Guidance Notes 1988*; "Guidance Note on the Membrane Filter Method for Estimating Airborne Asbestos Dust".

s22(1)(a)(ii)

95

From:
Sent:
To:

s22(1)(a)(ii)

Wednesday, 31 October 2012 2:17 PM

s22(1)(a)(ii)

Cc:

Subject:

Attachments:

Customs Asbestos Audit Program [SEC=UNCLASSIFIED]
Customs Tracker.pdf

Afternoon all,

National Property in conjunction with JLL recently engaged an external contractor **Prensa Pty Ltd** to complete Asbestos audits of relevant properties nationally in line with new WHS guidelines. Attached is the purposed schedule of when these audits will take place. The contractor will be contacting sites over the coming weeks to schedule inspections time. Your assistance is appreciated.

If you have any questions please contact me directly.

Regards

s22(1)(a)(ii)

National Facilities and Residential Housing Coordinator

National Property Services


Australian Customs and Border Protection Service

5 Constitution Ave Canberra City ACT 2600

Phone: s22(1)(a)(ii) | Fax: 6275 8031 | Mobile: s22(1)(a)(ii)

E: s22(1)(a)(ii)@customs.gov.au

W: www.customs.gov.au

 Please consider the environment, **before** printing this email.

Released by DIBP under the
Freedom of Information Act 1982

s22(1)(a)(ii)

From: s22(1)(a)(ii)@prensa.com.au>
Sent: Wednesday, 31 October 2012 2:56 PM
To: [DM QLD Weipa]
Subject: Customs house survey

To whom it may concern;

I spoke with a customs representative earlier today about conducting an asbestos survey of 3 customs sites in Weipa, and so this is just a follow-up email detailing those plans. I've booked to fly into Weipa on Monday, Nov. 12th, and I arrive at noon. From talking to the customs representative, all 3 sites should easily be completed all in 1 day.

The 3 properties are the Customs house on Florence Hibberd Drive, the Boat Shed (which I understand is located at the Customs house), and the structure at 7 Iraci Crescent (although I'm not exactly clear on what is at this address, and if someone could let me know that would be greatly appreciated).

Thanks Very Much

s22(1)(a)(ii) | HSE Consultant | Prensa Pty Ltd

Office: Level 1, 50 Yeo Street, Neutral Bay NSW 2089
Phone: s22(1)(a)(ii) | Mobile: s22(1)(a)(ii)
Email: s22(1)(a)@prensa.com.au | Web: www.prensa.com.au



property > environment > safety >

UNIVERSITY OF WOLLONGONG

10/10/12

10/10/12

Asbestos Building Materials Assessment Weipa DO Comms Evans Landing Florence Hibberd Drive Weipa QLD 4874

Australian Customs and Border Protection Service
November 2012



Level 1, 50 Yeo Street
Neutral Bay NSW 2089

T: (02) 9033 8634

E: admin@prensa.com.au

ABN: 12 142 106 581

Job No: 70415-072: Client No: A0016

Executive Summary

Introduction

Prensa Pty Ltd (Prensa) was engaged by the Australian Customs and Border Protection Service (Customs) to conduct an Asbestos Building Materials Assessment (assessment) of Weipa DO Comms, Evans Landing Florence Hibberd Drive, Weipa QLD (the site). s22(1)(a)(ii) of Prensa conducted the assessment on 12th November 2012 at the request of s22(1)(a)(ii) the National Facilities Manager of Jones Lang LaSalle Integrated Facilities Management on behalf of Customs.

The objective of this assessment was to identify and assess the health risk posed by asbestos building materials which are considered accessible during normal occupation of the building.

Scope of Works

The scope of the assessment was to:

- Undertake a desktop document review of available previous asbestos materials reports and abatement records relating to the Site;
- Conduct a visual inspection of suspected asbestos containing materials at the nominated and accessible areas of the Site (under the control of Customs);
- Collect samples of suspected ACM's for analysis by Prensa's National Association of Testing Authorities (NATA), Australia accredited laboratory;
- Deliver to Customs an assessment report that includes an asbestos containing materials register, with recommendations and where appropriate NATA endorsed sample analysis results for asbestos bulk sample analysis.

The scope of the assessment included the following areas:

- The assessment included both the exterior and interior of the property.

Methodology

The assessment comprised a review of available information, interviews with available site personnel and a visual inspection of reasonably accessible areas. The assessment was conducted in accordance with the Commonwealth *Work Health & Safety Regulation and Safe Work Australia Code of Practice How to Manage and Control Asbestos in the Workplace, 2011*.

Findings

No asbestos containing materials were suspected or positively identified at the time of the inspection.

Recommendations

The following key recommendations are provided for the management of asbestos building materials:

- A destructive asbestos containing materials survey should be carried out prior to any demolition or refurbishment works.

This executive summary must be read in conjunction with this entire report.

Statement of Limitations

This document has been prepared in response to specific instructions from Customs to whom the report has been addressed. The work has been undertaken with the usual care and thoroughness of the consulting profession. The work is based on generally accepted standards and practices of the time the work was undertaken. No other warranty, expressed or implied, is made as to the professional advice included in this report.

The report has been prepared for the use by Customs and the use of this report by other parties may lead to misinterpretation of the issues contained in this report. To avoid misuse of this report, Prensa advise that the report should only be relied upon by Customs and those parties expressly referred to in the introduction of the report. The report should not be separated or reproduced in part and Prensa should be retained to assist other professionals who may be affected by the issues addressed in this report to ensure the report is not misused in any way.

Unless otherwise stated in this report, the scope is limited to fixed and installed materials and excludes buried waste materials, contaminated dusts and soils.

Unless expressly stated it is not intended that this report be used for the purposes of tendering works. Where this is the intention of Customs, this intention needs to be communicated with Prensa and included in the scope of the Proposal.

Prensa is not a professional quantity surveyor (QS) organisation. Any areas, volumes, tonnages or any other quantities noted in this report are indicative estimates only. The services of a professional QS organisation should be engaged if quantities are to be relied upon.

Sampling Risks

It is noted that while the assessment has attempted to locate the asbestos-containing materials within the building(s), the investigation was limited to only a visual assessment and limited sampling program and/or the review and analysis of previous reports made available. Prensa notes that sampling is representative only and that due to the lack of homogeneity of building materials it is possible that sampling has not detected all asbestos within the nominated locations.

Given that a representative sampling program has been adopted, not all materials suspected of containing asbestos and that at the time of the investigation were sampled and assessed. It is noted that some asbestos materials may have been assumed to contain asbestos based on their similar appearance to previously sampled materials.

Therefore, it is possible that asbestos materials, which may be concealed within inaccessible areas/voids, may not have been located during the investigation. Such areas include, but are not limited to:

- Materials concealed behind structural members and within inaccessible building voids;
- Areas inaccessible without the aid of scaffolding or lifting devices;
- Areas below ground;
- Inaccessible ceiling or wall cavities;
- Areas which require substantial demolition to access;
- Areas beneath floor covering where asbestos-containing materials were not expected to exist;
- Materials contained within plant and not accessible without dismantling the plant; and
- Areas where access is restricted due to locked doors, safety risks, or being occupied at the time of the investigation.

Reliance on Information Provided by Others

Prensa notes that where information has been provided by other parties in order for the works to be undertaken, Prensa cannot guarantee the accuracy or completeness of this information. Customs therefore waives any claim against the company and agrees to indemnify Prensa for any loss, claim or liability arising from inaccuracies or omissions in information provided to Prensa by third parties. No indications were found during our investigations that information contained in this report, as provided to Prensa, is false.

Future Works

During future works at the site, care should be taken when entering or working in any previously inaccessible areas or areas mentioned above and it is imperative that works cease immediately pending further investigation and sampling (if necessary) if any unknown materials are encountered. Therefore, during any refurbishment or demolition works, further investigation, sampling and/or assessment may be required should any suspect or unknown material be observed in previously inaccessible areas or areas not fully inspected, i.e. carpeted floors.

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Appendix A: Risk Assessment Factors and Priority Ratings

Appendix B: NATA Endorsed Laboratory Sample Analysis Report

Appendix C: Asbestos Building Materials Register

Appendix D: Photographs

Appendix E: Areas Not Accessed

Appendix F: Asbestos Management Plan

1 Introduction

Prensa Pty Ltd (Prensa) was engaged by the Australian Customs and Border Protection Service (Customs) to conduct an Asbestos Building Materials Assessment (assessment) of Weipa DO Comms, Evans Landing Florence Hibberd Drive, Weipa QLD (the site). s22(1)(a)(ii) of Prensa conducted the assessment on the 12th November 2012 at the request of s22(1)(a)(ii) the National Facilities Manager of Jones Lang LaSalle Integrated Facilities Management on behalf of Customs.

The objective of this assessment was to identify and assess the health risk posed by asbestos building materials which are considered accessible during normal occupation of the building.

2 Scope of Works

The scope of the assessment was to:

- Undertake a desktop document review of available previous asbestos materials reports and abatement records relating to the Site;
- Conduct a visual inspection of suspected asbestos containing materials at the nominated and accessible areas of the Site (under the control of Customs);
- Collect samples of suspected ACM's for analysis by Prensa's National Association of Testing Authorities (NATA), Australia accredited laboratory;
- Deliver to Customs an assessment report that includes an asbestos containing materials register, with recommendations and where appropriate NATA endorsed sample analysis results for asbestos bulk sample analysis.

The scope of the assessment included the following areas:

- The assessment included both the exterior and interior of the property.

The assessment was conducted during normal business hours and the Site was occupied at the time of our inspection.

3 Site Description

The Site consists of a single building. Details of the buildings contained within this site are provided in Table 1 below.

Table 1: Site Information			
Site:	Weipa DO Comms, Evans Landing Florence Hibberd Drive, Weipa QLD		
Age (Circa):	1970's	External walls:	Brick
Approximate area:	250 m ²	Internal walls:	Brick
Levels:	1	Ceiling:	Fibre cement sheeting
Roof type:	Metal	Floor and coverings:	Concrete, carpet & vinyl floor tiles

4 Methodology

The assessment comprised a review of relevant site information made available to Prensa, interviews with available site personnel and a visual inspection of reasonably accessible areas of the Site.

This assessment was carried out in accordance with the guidelines documented in the Safe Work Australia Code of Practice *How to Manage and Control Asbestos in the Workplace, 2011*. When safe to do so, building materials that were suspected of containing asbestos were sampled at the discretion of the Prensa consultant. Samples of suspected asbestos containing materials (ACM) were analysed in Prensa's laboratory, which is NATA accredited to conduct asbestos bulk sample analysis. The analysis was conducted using polarised light microscopy including dispersion staining techniques.

Representative sampling was undertaken only where items were deemed by Prensa to be physically and reasonably accessible.

Where asbestos was found to exist, a risk assessment was conducted on each item and a priority rating applied. This was conducted in accordance with the protocols described in **Appendix A: Risk Assessment Factors and Priority Ratings**.

5 Findings

5.1 Document Review and Interviews

As part of this assessment, Prensa requested copies of previous documentation pertaining to asbestos building materials at the site.

No documentation was made available for this assessment or none were known to exist by Customs and the Site contact.

5.2 Analytical Results

A total of six (6) samples suspected to contain asbestos were collected and submitted to Prensa's NATA accredited laboratory for analysis. The asbestos bulk sample analysis report is provided in **Appendix B: NATA Endorsed Laboratory Sample Analysis Report** of this assessment report. In summary, no samples were reported to contain asbestos.

5.3 Assessment Findings

The findings of this assessment are presented in tabulated format in **Appendix C: Asbestos Building Materials Register** of this assessment report. Building materials that have been photographed are depicted in **Appendix D: Photographs** of this assessment report.

The following significant key findings are noted:

- No suspected ACMs were identified at the time of the assessment.

Refer to **Appendix C: Asbestos Building Materials Register** for the details of these findings.

5.4 Areas Not Accessed

Areas that are generally not accessed as part of Prensa's assessments are listed in **Appendix E: Areas Not Accessed**.

Site-specific areas that were inaccessible during Prensa's assessments and were deemed likely to contain asbestos, are also listed in **Appendix E: Areas Not Accessed** and **Appendix C: Asbestos Building Materials Register**.

6 Management Options

As per Commonwealth legislation, all materials suspected of containing asbestos must be identified and recorded in a register. Furthermore, a risk assessment must be conducted of asbestos building materials and appropriate control measures implemented. The control measures recommended in this assessment have been determined based on reducing the risk of exposure, so far as is reasonably practicable. The control measures, which are determined by the competent person and/or hygienist, reflect the hierarchy of control outlined in specific Commonwealth legislation and is as follows:

1. **Elimination/removal** (most preferred);
2. **Substitution**;
3. **Isolation**, such as erection of permanent enclosures encasing the material;
4. **Engineering** controls, such as negative air pressure enclosures for removal works, HEPA filtration systems;
5. **Administrative** controls – including the incorporation of registers and management plans, the use of signage, personnel training, safe work procedures, regular re-inspections and registers; and
6. The use of **Personal Protective Equipment** (PPE) (least preferred).

To manage the asbestos materials, a combination of the above techniques may be required.

Reference should be made to Asbestos Management Plan documented for the Australian Customs and Border Protection Service available in Appendix F.

7 Site Specific Recommendations

Based on the findings of this assessment, it is recommended that the following control measures be adopted as part of the management of the asbestos building materials at the Site. Recommendations for specific items of asbestos building materials are also presented in **Appendix C: Asbestos Building Materials Register** of this assessment report.

- A destructive asbestos containing materials survey should be carried out prior to any demolition or refurbishment works.

Appendix A: Risk Assessment Factors and Priority Ratings

Risk Assessment Factors

To assess the health risk posed by the presence of asbestos building materials, all relevant factors must be considered. These factors include:

- Product type;
- Condition;
- Disturbance potential;
- Friability of the material;
- Proximity to direct air stream; and
- Surface treatment (if any).

The purpose of the risk assessment was to establish the relative risk posed by specific items identified to contain asbestos in this assessment. The following risk factors are defined to assist in determining the relative health risk posed by each item.

Condition

The condition of the asbestos building materials identified during the assessment is reported as being **good**, **fair** or **poor**.

- **Good** refers to a material that is in sound condition with no or very minor damage or deterioration.
- **Fair** refers to a material that is generally in a sound condition, with some areas of damage or deterioration.
- **Poor** refers to a material that is extensively damaged or deteriorated.

Friability

The friability of an asbestos building material describes the ease by which the material can be crumbled, which in turn, can increase the release of fibres into the air.

- **Friable asbestos** can be crumbled, pulverised, or reduced to powder by hand pressure, which makes it potentially more dangerous than non-friable asbestos.
- **Non-friable asbestos**, more commonly known as bonded asbestos, is typically comprised of asbestos fibres tightly bound in a non-asbestos matrix. If accidentally damaged or broken these ACM may release fibres initially but will not continue to do so.

Disturbance Potential

Asbestos building materials can be classified as having low, medium or high disturbance potential.

- **Low disturbance potential** describes materials that have very little or no activity in the immediate area with the potential to disturb the material. Low accessibility is considered as monthly occupancy or less, or inaccessible due to its height or its enclosure.
- **Medium disturbance potential** describes materials that have moderate activity in the immediate area with the potential to disturb the material. Medium accessibility is considered weekly access or occupancy.
- **High disturbance potential** describes materials that have regular activity in the immediate area with the potential to disturb the material.

Health Risk Status

The risk factors described above are used to grade the potential health risk ranking posed by the presence of the materials. These risk rankings are described below:

- A **low health risk** describes a material that poses a negligible or low health risk to occupants of the area due to the material not readily releasing fibres unless seriously disturbed.
- A **medium health risk** describes a material that pose a moderate health risk due to the material status and activity in the area.
- A **high health risk** describes a material that pose a high health risk to personnel or the public in the area of the material.

Priority Rating System for Control Recommendations

While an assessment of health risk has been made, our recommendations have been prioritised based on the practicability of a required remedial action. In determining a suitable priority ranking consideration has been given to the following:

- Level of health risk posed by the asbestos containing material;
- Potential commercial implications of the finding; and
- Ease of remediation.

As a guide the recommendation priorities have been given a timeframe as follows:

Priority 1 (P1): Requiring immediate action

Priority 2 (P2): Requiring action in the short term (3-6 months)

Priority 3 (P3): Requiring action in the medium term (6-12 months)

Priority 4 (P4): Requiring on going management or longer term remedial action (greater than 12 months)

Appendix B: NATA Endorsed Laboratory Sample Analysis Report

19 December 2012

A0016:SAH
70415-072 BSA 12112012.xlsm
Page 1

s22(1)(a)(ii)

Australian Customs
Customs House, 5 Constitution Ave
Canberra City ACT 2601

Dear s22(1)
() (i)

Asbestos Bulk Sample Analysis Report - Customs House, Florence Hibberd Drive

Please find attached the asbestos bulk sample analysis results of the 6 samples collected by s22(1)(a)(ii) of Prensa Pty Ltd on 12 November 2012 from Customs House, Florence Hibberd Drive and received at the Prensa Pty Ltd laboratory on 21 November 2012. The samples were analysed on 19 December 2012 and the results are presented on the following page(s).

Prensa qualitatively analyses bulk samples for asbestos using polarising light microscopy and dispersion staining techniques in accordance with Prensa's National Association of Testing Authorities (NATA), Australia approved PRLAB2002 Asbestos Identification Test Method, and in accordance with Australian Standard (AS) 4964 – 2004, *Method for the qualitative identification of asbestos in bulk samples* and AS ISO/IEC 17025 – 2005, *General requirements for the competence of testing and calibration laboratories*.

This document is issued in accordance with NATA's accreditation requirements.

If you require further information please contact the Prensa office on (03) 9508 0100.

Regards,

s22(1)(a)(ii)

NATA Approved Identifier and Prensa Signatory



property > environment > safety >

Asbestos Bulk Sample Analysis Report - Customs House, Florence Hibberd Drive

Sample No	Sample Location / Description / Size	Result
70415 - 072 - 001	Ground level, interior, throughout, air con duct housing, fibre cement sheeting	No asbestos fibres detected
	White painted grey fibre cement material 10 x 6 x 1 mm	Organic fibres detected
70415 - 072 - 002	Ground level, interior, throughout, wall render, render	No asbestos fibres detected
	White painted grey cement-render type material 10 x 4 x 1 mm	
70415 - 072 - 003	Ground level, interior, men's toilet, infill panel above cleaning duct, fibre cement sheeting	No asbestos fibres detected
	White painted grey fibre cement material 8 x 7 x 1 mm	Organic fibres detected
70415 - 072 - 004	Ground level, interior, throughout, ceiling	No asbestos fibres detected
	White painted grey fibre cement material 10 x 6 x 1 mm	Organic fibres detected
70415 - 072 - 005	Ground level, interior, throughout, cream floor tiles, vinyl floor tiles	No asbestos fibres detected
	Cream-beige brittle vinyl material 10 x 5 x 1 mm	
70415 - 072 - 006	Ground level interior, throughout, eaves, fibre cement sheeting	No asbestos fibres detected
	White painted grey fibre cement material 20 x 15 x 3 mm	Organic fibres detected

Please note that Prensa Pty Ltd does not accept responsibility for the representation of the sample submitted in relation to its source. Only the samples submitted for analysis have been considered in presenting these results.

*AS 4964 notes that asbestos may be difficult to detect in samples of this material, consequently an alternative method of analysis may be required.



NATA accredited laboratory number 17366.
Accredited for compliance with ISO/IEC 17025.
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Appendix C: Asbestos Building Materials Register

Client : Australian Customs and Border Protection Service

Site Name: Weipa DO Comms

Site Address: Evans Landing Florence Hibberd Drive, Weipa QLD

Client No: A0016 Job No: 70415-072

Area / Level	Room & Location	Feature	Item Description	Hazard Type	Sample No.	Sample Status	Friability	Disturb. Potential	Condition	Risk Status	Quantity	Recommendations & Comments	Control Priority	Reinspect date	Photo No.
Ground level Exterior	Throughout	Eaves	Fibre cement sheeting	Asbestos	70415-072-006	Negative	-	-	-	-	-	-	-	-	1
Ground level Interior	Throughout	Air conditioning ductwork	Fibre cement sheeting	Asbestos	70415-072-001	Negative	-	-	-	-	-	-	-	-	2
Ground level Interior	Throughout	Wall	Textured coatings	Asbestos	70415-072-002	Negative	-	-	-	-	-	-	-	-	3
Ground level Interior	Mens toilet	Infill panels - high level	Fibre cement sheeting	Asbestos	70415-072-003	Negative	-	-	-	-	-	-	-	-	4
Ground level Interior	Throughout	Ceiling	Fibre cement sheeting	Asbestos	70415-072-004	Negative	-	-	-	-	-	-	-	-	5
Ground level Interior	Throughout	Floor coverings - cream	Vinyl floor tiles	Asbestos	70415-072-005	Negative	-	-	-	-	-	-	-	-	6
Ground level Interior	Printer room	Electrical backing board	Bituminous backing board	Asbestos	Not Sampled: new age	Suspected Negative	-	-	-	-	-	-	-	-	7
Ground level Interior	Printer room - sub board	Air conditioning unit	Bituminous backing board	Asbestos	Not Sampled: new age	Suspected Negative	-	-	-	-	-	-	-	-	8

Appendix D: Photographs



KEY	
	Confirmed or suspected ACM
	Confirmed or suspected non-ACM



Photo 1. Ground level, throughout, eaves – non asbestos-containing fibre cement sheeting



Photo 2. Ground level, throughout, air conditioning ductwork – non asbestos-containing fibre cement sheeting



Photo 3. Ground level, throughout, wall – non asbestos-containing textured coatings



Photo 4. Ground level, men's toilet, infill panels high level – non asbestos-containing fibre cement sheeting



Photo 5. Ground level, throughout, ceiling – non asbestos-containing fibre cement sheeting



Photo 6. Ground level, throughout, floor coverings cream – non asbestos-containing vinyl floor tiles

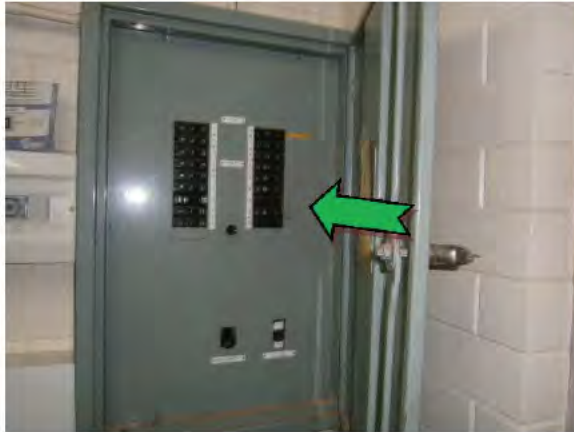


Photo 7. Ground level, printer room, electrical backing board – suspected non asbestos-containing bituminous backing board



Photo 8. Ground level, printer room sub board, air conditioning unit – suspected non asbestos-containing bituminous backing board

Appendix E: Areas Not Accessed

Given the constraints of practicable access encountered during this assessment, the following areas were not inspected. Assessments are restricted to those areas that are reasonably accessible at the time of our assessment with respect to the following:

- Without contravention of relevant statutory requirements or codes of practice.
- Without placing the Prensa consultant and/or others at undue risk.
- Without demolition or damage to finishes and structure.
- Excluding plant and equipment that was 'in service' and operational.

Documented below are the areas where the Prensa consultant encountered access restrictions during the assessment:

Areas Not Accessed

Underneath the concrete slab of all building structures at the Site.

Exposed soils surrounding the building structures of the Site.

Energised services, gas, electrical, pressurised vessel and chemical lines.

Height restricted areas above 2.7m or any area deemed inaccessible without the use of specialised access equipment.

Within cavities that cannot be accessed by the means of a manhole or inspection hatch.

Within voids or internal areas of plant, equipment, air-conditioning ducts etc.

Within service shafts, ducts etc., concealed within the building structure.

Within those areas accessible only by dismantling equipment.

Within totally inaccessible areas such as voids and cavities present but intimately concealed within the building structure.

All areas outside the Scope of Work.

Note:

If proposed works entail possible disturbance of any suspect materials in the above locations, or any other location not mentioned in **Appendix C: Hazardous Building Materials Register**, further investigation may be required prior to the commencement of such works.

The presence of residual asbestos insulation on steel members, concrete surfaces, pipe work, equipment and adjacent areas remaining from prior removal works cannot normally be determined without extensive removal and damage to existing insulation, fixtures and fittings at the Site. If, during any demolition/refurbishment works any materials that are not referenced in this report and are suspected of containing asbestos are encountered, works must cease and a hygienist should be notified to determine whether the material is hazardous.

Appendix F: Asbestos Management Plan

(Note: Customs Asbestos Management Plan construed to be part of this report. Refer to: *Asbestos Management Plan, Australian Customs and Border Protection Service - Prensa ref. 70415 Customs Res AMP 2012*).