



VULCAN MINE

Standard Operating Procedure

Asbestos



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1. PURPOSE

The purpose of this procedure is to minimise the risk of exposure to asbestos and ACM in buildings and plant at the Vulcan Mine and to prescribe the treatment of asbestos exposure related risks.

2. SCOPE

This procedure is applicable to all persons at the Vulcan Mine including employees, contractors and visitors.

The controls within this procedure are mandatory.

The procedure includes:

- the steps that must be taken to restrict access to, and prevent disturbance of, the asbestos material;
- work practices in the vicinity of the asbestos material; and
- requirements for assessment of the asbestos material at regular intervals of at least one year and earlier if the nature or location of work in the vicinity of the asbestos material changes.

3. DEFINITIONS

ACM	Asbestos Containing Material.
Authorised Person	A person who has the required competencies and who has been appointed by the Site Senior Executive to carry out a designated scope of duties.
CMSHA	Queensland Coal Mining Safety and Health Act (1999).
CMSHR	Queensland Coal Mining Safety and Health Regulation (2017).
CMW	Coal Mine Worker.
Competent Person	A person who has, through a combination of training, education and experience, acquired knowledge and skills enabling that person to perform correctly a specified task.
JHA	Job Hazard Analysis.
NOHSC	National Standard for the Control of Major Hazard Facilities.
SHMS	Safety and Health Management System.
SOP	Standard Operating Procedure.
SSE	Site Senior Executive.
Take 5	Personal Risk Assessment.

4. PROCEDURE

4.1. Identification of ACM

An audit shall be conducted by a competent person to:

- identify the locations of all ACM and determine whether any inaccessible areas are likely to contain ACM; and
- identify the types (e.g. asbestos cement sheet, asbestos lagging on pipes and flues, ACM gaskets in plant or machinery) and condition (i.e. damaged or intact) of the ACM.

Precautions as identified in the NOHSC Code of Practice shall be adhered to during the inspection.

Plant identified as possibly containing asbestos material shall either be confirmed through sampling and laboratory testing or the presumption criteria shall be applied as specified in the NOHSC Codes of Practice. If the plant has been presumed as containing ACM, it must be treated in the same way as if there had been confirmation of ACM.



4.2. Asbestos Management Plan

Where buildings containing ACM are identified, an Asbestos Management Plan shall be developed in accordance with the requirements of the NOHSC Code of Practice for the Management and Control of Asbestos in Workplaces before any works are undertaken involving these buildings (including demolition).

The Asbestos Management Plan shall include information on:

- the identification of asbestos or ACM;
- the prevention of exposure to airborne asbestos fibres;
- management of asbestos at the workplace;
- procedures for incidents or emergencies involving asbestos or ACM; and
- consultation, responsibilities, information and training.

4.3. Signage and Labels

All asbestos identified at the Vulcan Mine is to be labelled with the signage, refer to the example signage shown below.



Figure 1: Asbestos Signage

4.4. Control Methods

Only licensed contractors shall be permitted to perform work demolition or renovation work associated with ACM.

4.4.1. Asbestos Register

Information from the inspection, risk assessments and control methods shall be recorded in an VUL-REG-18-15-Asbestos Register. The register must contain the initial findings and be maintained for any changes to ACM onsite including:

- any work completed in the vicinity of the ACM;
- removal of asbestos; and
- demolition or renovations.



The register must be made available when required. A copy must be given to any employer, self-employed person or contractor who proposes to demolish or dismantle any part of the building where asbestos materials are present.

A notice in a prominent place in the building must be displayed, stating that the building contains asbestos there is an VUL-REG-18-15-Asbestos Register for the building, and when and where a person can inspect it.

4.4.2. Prohibited Activities

All work conducted on ACM must be in accordance with the asbestos management code (NOHSC – Code of practice and guidance notes).

A CMW must not:

- use a power tool or power appliance to clean ACM, e.g. using an electric sander to clean asbestos-cement sheeting before painting it; using an electric wire brush to remove an asbestos gasket from plant;
- use a high-pressure water process to clean ACM, e.g. using a water blaster to clean an asbestos-cement sheeting roof; using a water blaster to clean up debris left after removing an asbestos-cement sheeting roof; and
- compressed air or abrasive blasting to clean ACM or where ACM is present e.g. blowing dust away with compressed air on vehicle brakes fitted with parts containing asbestos; using compressed air to blow dust from clothing after working with asbestos cement sheeting.

4.4.3. Controlling Maintenance Work

Prior to commencing building maintenance work the VUL-REG-18-15-Asbestos Register shall be consulted.

If ACM is identified, the Permit to Work process must be implemented.

The Permit to Work Issuer must provide information on the recommended SOPs appropriate to the work conducted. These work practices may be specific to a particular work location or service while others will be suitable for all services.

Particular attention should be paid to controlling work activities which affect inaccessible areas listed in the register of ACM, such as wall cavities and ceiling spaces.

The system must be effective in making all maintenance workers and contractors aware of the presence of ACM and preventing any work activity which may expose them, or others nearby, to airborne asbestos fibres.

The following guidelines apply:

- there should be consultation concerning any maintenance and service work that might disturb ACM;
- all people performing the work shall receive all necessary training, and the work must be documented and supervised;
- the asbestos work area must be isolated and access restricted to essential workers only; and
- PPE selected to prevent the contamination of clothing and provide adequate respiratory protection.

Signage and barricading shall be provided at each location where asbestos has been identified or suspected.

4.4.4. Removal of ACM

Removal of ACM is to be managed in accordance with the requirements of the CMSHR and NOHSC Code of Practice for the Management and Control of Asbestos in Workplaces.

Friable and bonded ACM shall only be removed by a business undertaking or person who has the relevant licence and authority from the Chief Executive, Department of Employment and Industrial Relations. The Vulcan Mine persons responsible for the engagement of asbestos related contractors shall ensure a person who is engaged to supervise the removal of friable ACM is competent and licensed to do so.



5. ROLES AND RESPONSIBILITIES

SSE	Shall review and approve this procedure.
HSET Superintendent	Shall ensure that all provisions of this procedure are implemented, and that compliance is achieved.
Managers/Superintendents	Shall be responsible for their area of operations and the implementation and application of this procedure; Provide adequate training, information, structure and supervision to ensure that this procedure is implemented; Carry-out a periodic review of activities to ensure the appropriate application and understanding of this procedure; and Ensure immediate and appropriate steps are taken to investigate and rectify any risks to health and safety arising from these activities.
Supervisors	Ensure all CMWs are familiar with, have access to and comply with the requirements set out in this procedure.
All CMWs (including visitors and contactor)	Shall comply with the requirements of this procedure.

6. REFERENCES

- AS/NZS 1715:2009 Selection, use and maintenance of respiratory protective equipment
- Coal Mining Safety and Health Act 1999 (Qld)
- Coal Mining Safety and Health Regulation 2017 (Qld)
- DNRME Safety Alert 76 The presence of chrysotile (white asbestos) in brake and clutch linings
- NOHSC Code of Practice for the Management and Control of Asbestos in Workplaces
- VUL-REG-18-15-Asbestos Register
- Work Health and Safety Regulation 2011 (Qld)

7. REVIEW

This document shall be reviewed at a minimum every two years, or as follows:

- when there is a change of method and/or technology and/or legal or other requirement that may affect the accuracy of this document;
- when operational changes occur that effect the currency of the document;
- when there has been a significant event to which this document was relevant; and
- as a result of relevant audit findings.

8. DOCUMENT CONTROL

Version	Date	Description	Document Controller
01	22/05/2020	Initial Draft	Rachael Dacker
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