

COURSE CONTENT OVERVIEW

# Duty to Manage Asbestos (D413)



Managing asbestos is an essential process to ensure that workers, contractors and anyone else who may be impacted by your work activities can carry out their duties safely and effectively. Managing asbestos effectively is a complex process, and requires a strong understanding of the legal responsibilities outlined under the Control of Asbestos Regulations (CAR) 2012 for non-domestic premises and 'common parts' of multi-occupancy domestic premises.

This Duty to Manage Asbestos (D413) course provides the essential knowledge required to meet these obligations. The training is structured to guide you through the entire management process and covers all the key topics, including practice-based guidance on asbestos surveys, asbestos registers, asbestos management plans (AMPs), controlling asbestos works and procuring licensed asbestos removal contractors (LARCs).

#### **Module 1: Duty to Manage Asbestos: Introduction**

This module introduces the aims of the training and the course syllabus. It also includes links to prerequisites and course resources.

*You are expected to have recently completed an Asbestos Awareness (Category A) training course.*

#### **Module 2: The Risks from Asbestos**

This module examines the six different types of asbestos outlined under CAR 2012, before considering where asbestos-containing materials (ACMs) can be found. It also identifies the health risks associated with exposure and explains what is meant by the term 'friability'.

- Types of asbestos
- ACMs
- Health risks from asbestos
- Friability

*This module includes a tailored learning experience allowing you to adjust the content you see based on your previous knowledge.*

#### **Module 3: The HSW Act 1974, MHSWR 1999 and CAR 2012**

This module outlines the key legislation and guidance relevant to the management of asbestos.

- The Health and Safety at Work etc. Act 1974
- The Management of Health and Safety at Work Regulations 1999
- The Control of Asbestos Regulations 2012
- Who does CAR 2012 apply to?
- Dutyholders under the regulations
- Duty to manage asbestos in non-domestic premises
- Regulation 4 - How to manage asbestos in non-domestic premises
- Legal responsibility to manage asbestos in non-domestic premises
- Areas of premises to be inspected
- Regulation 5 - Duty to identify asbestos for demolition, maintenance or other work
- Regulation 5 - Surveys to identify the presence of asbestos
- Regulation 6 - Risk assessment
- Regulation 7 - Plans of work
- Regulation 8 - Licensing of work with asbestos
- Control limits
- Regulation 10 - Information, instruction and training
- Other requirements of the regulations

#### **Module 4: Further Legislation and Guidance**

This module examines additional legislation and guidance relevant to the management of asbestos, including the Approved Code of Practice (ACoP) for working with and managing asbestos.

- The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) 2013
- The Construction (Design and Management) Regulations (CDM) 2015
- The Hazardous Waste Regulations 2005
- ACoPs
- Guidance documents
- The legislative hierarchy summary
- The HSE

## Module 5: Asbestos Surveys

This module outlines the three types of asbestos surveys, before looking at the importance of defining the scope of the survey and providing information to the LARC. It also covers how to assess the risks using material assessment (MA) and priority assessment (PA) scores.

- Asbestos surveys
- Survey scope
- Management surveys
- Checking management survey reports
- MA and PA scores
- Total risk scores
- Management actions
- Demolition surveys
- Refurbishment surveys
- Additional refurbishment survey considerations
- Assessing refurbishment or demolition reports

## Module 6: The Asbestos Register

This module explains what the asbestos register is, and outlines the information that should be included for each known or presumed ACM. It examines which format of register is suitable for which business and the importance of maintaining the asbestos register. It also outlines how to determine when reinspections should take place.

- The asbestos register
- Details of the ACMs
- Formats of asbestos registers
- Integrating and aligning your asbestos register
- Populating the asbestos register
- Maintaining the asbestos register

## Module 7: The Asbestos Management Plan

This module looks at the key components of an AMP. It also outlines the general requirements for asbestos management within an organisation to ensure that key responsibilities are met, before looking specifically at the roles and responsibilities of dutyholders.

- What is an AMP?
- General requirements of asbestos management
- Reinspection
- Roles and responsibilities
- Resources
- The potential consequences of not properly managing asbestos
- Emergency procedures
- The EM1 flowchart

## Module 8: Plans of Work and Licences

This module discusses the importance of plans of work (PoWs), when they are required and what should be included in them. It also provides detailed information regarding the requirements for licensed asbestos work and covers procuring a licensed contractor, assessing competence and certification for workers.

- Regulation 6 - CAR 2012
- Regulation 7 - CAR 2012
- PoWs
- What work requires an asbestos licence?
- Asbestos licences
- Procuring a LARC

## Module 9: Licensed Asbestos Removal Contractors

This module explains the process for selecting and appointing contractors, while also outlining the information that should be provided to contractors to ensure works can be carried out safely. It also looks at the requirements for notification and when a waiver might be granted for licensed asbestos works.

- General control systems
- Assessing competence
- Selecting and appointing LARCs
- Provision of asbestos information
- Notification and waivers

## Module 10: Enclosures and Certification

This module examines the safety requirements for asbestos enclosures. It also explains the options for decontamination units, the requirements for asbestos waste removal, the different types of air monitoring and the four-stage clearance process.

- The enclosure
- Enclosure components
- Ensuring integrity
- Decontamination and transiting
- Decontamination units
- Disposal of asbestos waste
- Signage requirements
- Air monitoring
- The four-stage clearance procedure
- Non-licensed work
- Completion and handover

## Module 11: Summary and Resource Pack

This module includes links to all the module summaries shared throughout the course, alongside a legal responsibilities information pack.

## Aims of the training

By completing this course, learners will:

- Develop an awareness of the problems involved in managing asbestos and identify the mechanisms to deal with these problems.
- Develop an understanding of the roles and responsibilities involved in managing asbestos.
- Identify the key requirements for all organisations.
- Develop knowledge of the implications of failing to manage asbestos and the requirements for working with asbestos.